



**UNIVERSITY
ACADEMY 92**
MANCHESTER

Quality Assurance and Enhancement: Overview and Summary of the relationship with Lancaster University

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		Procedure
		Code of Practice
		Guidance
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		Finance
		Governance & Compliance
		Marketing and Engagement
		Operations
		People
	✓	Academic Registry
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	Student Recruitment and Admissions	
	Other	
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1.1	21 ST July 2021	Added reference to Articulation Policy and Procedure. Update nomenclature.	Registrar
1.2	21st August 2023	Scheduled review	Assistant Registrar

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1. Purpose

- 1.1. The purpose of this document is to provide an overview of University Academy 92's (UA92) approach to quality assurance and enhancement and a summary of its relationship with Lancaster University, who award UA92 degrees and Certificates of Higher Education.
- 1.2. UA92 quality assurance and enhancement policies comprise of the following sections:
 - i. Course Design, Development, Approval and Modification;
 - ii. Student Voice;
 - iii. Assessment (to include assessment, marking and moderation, external examiners);
 - iv. Monitoring and Evaluation;
 - v. Articulation policy and procedure.

2. Scope

2.1 The policy applies to all UA92 staff and all UA92 courses.

2.2 The oversight and management of UA92's quality assurance and enhancement policies and procedures is operated by the Academic Registry team at UA92 working in partnership with colleagues in the Academic team and Lancaster University (the Awarding Body for UA92).

3. Policy statements

- 3.1 UA92's approach to quality assurance and enhancement is as follows:
- i. to ensure that UA92 adopts rigorous processes whilst maintaining flexibility to allow UA92 to develop and mature;
 - ii. are fit for purpose at this point in UA92's development, but are cognisant of UA92 future development plans;
 - iii. satisfy the expectations of external regulators and quality assurance agencies while at the same time serving UA92's and Lancaster University's quality assurance requirements;
 - iv. are able to provide reliable intelligence and promote effective action;
 - v. promote a culture of continuous reflection and improvement to support the delivery of a superlative student experience at UA92;
 - vi. puts student voice at the heart of decision making at UA92;
 - vii. are actively and willingly supported and engaged with by key stakeholders, including employees, students, employers and partners.

3.2 Office for Students (OfS)

UA92 is registered with the OfS as a Provider of Higher Education in England.

The OfS is the regulator of higher education in England. Publicly-funded (approved fee cap) HE providers in England are required to register with OfS and demonstrate their compliance with Conditions of Registration that include the following for Quality and Standards:

B: Quality, reliable standards and positive outcomes for all students	
Condition B1	The provider must deliver well designed courses that provide a high-quality academic experience.
Condition B2	The provider must take all reasonable steps to ensure all students receive the resources and support needed to succeed in and benefit from higher education and beyond.
Condition B3	The provider must deliver positive outcomes for all of its students.
Condition B4	The provider must ensure that students are assessed effectively, that assessments are valid and reliable and that academic regulations are designed to ensure that relevant awards are credible.
Condition B5	The provider must deliver courses that any relevant awards reflect sector-recognised standards and awards are only granted to students whose knowledge and skills appropriately reflect sector-recognised standards.
Condition B6	The provider must participate in the Teaching Excellence Framework (TEF)

3.3 Quality Assurance Agency

UA92 policies align with expectations for standards as outlined in the UK Quality Code for Higher Education <https://www.qaa.ac.uk/quality-code>. In particular:

- i. The academic standards of UA92 courses meet the requirements of the relevant national qualifications framework;
- ii. The value of qualifications awarded to students at the point of qualification and over time is in line with sector-recognised standards;
- iii. UA92 courses are well-designed, provide a high-quality academic experience for all students and enable a student's achievement to be reliably assessed;
- iv. From admission through to completion, all UA92 students are provided with the support that they need to succeed in and benefit from higher education.

3.4 Office for Standards in Education, Childrens Services and Skills (OSFTED)

- i. UA92's apprenticeship provision must comply with OFSTED requirements and is subject to OFSTED inspections as required.

3.5 The franchise agreement with Lancaster University sets out the arrangements for quality assurance and monitoring and reporting on the quality and standards of UA92 qualifications, which are awarded by Lancaster University.

3.6 The operational responsibilities of Lancaster University and UA92 are outlined in the Partnership operational responsibilities checklist which is detailed in appendix 1.

4. Related documentation

- Quality Assurance and Enhancement: Course Design, Development, Approval and Modification
- Quality Assurance and Enhancement: Student Voice
- Quality Assurance and Enhancement: Assessment (assessment, marking & moderation, external examiners)
- Quality Assurance and Enhancement: Data and performance
- Quality Assurance and Enhancement: Monitoring and Evaluation
- UA92 Academic Regulations
<https://gap.lancs.ac.uk/ASQ/QAE/CollabProvision/Documents/MARP-UA92-Academic-Regs.pdf>
- [Articulation Policy and Procedure.](#)

5. Appendices

Appendix 1: Lancaster University/UA92 Partnership operational responsibilities checklist

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Partnership operational responsibilities checklist

UA92

Overview of partnership

External delivery of Lancaster University franchise programmes delivered by UA92

This is a brief overview of where the primary operational responsibility for certain elements of the partnership reside.

Item	Partner	Lancaster			Shared	Documentary References	Comments
		Institutional	Faculty	Department			
Curriculum development							
1. Identification of local curriculum needs					✓	Individual programme documents	Identified during the annual business planning process
2. Strategic development of Higher Education	✓						
3. Course design					✓	Individual programme documents	
4. Final approval of new programmes		✓	✓				
5. Final approval of revisions to programmes/modules		✓	✓				Major programme amendments require Lancaster approval via Faculty Teaching Committee;

							Major and Minor module amendments are approved by UA92 and reported to Lancaster.
6. Programme specifications and Learning Outcomes				✓	Individual programme documents Curriculum and assessment mapping template		Approved for each individual programme as part of the programme approval processes. A curriculum and assessment mapping template is completed as part of the programme documentation.
7. Liaison with and involvement of employers	✓			✓			
8. Maintaining professional body accreditation(s)	✓				Individual programme documents		
Programme delivery							
9. Delivery of programme content delivery	✓						
10. Programme management	✓						
Student support							
11. Academic tutorial / review and monitoring / academic guidance	✓						
12. Pastoral support	✓						
13. Library and learning resources available to students				✓	Individual programme documents		The learning resources are provided by UA92. Library learning resources are provided by Lancaster University.

14. Student appeal system				✓		Student appeals considered primarily within UA92 but students can opt to make an appeal to the University once UA92 processes have been exhausted
15. Student complaints				✓		Student complaints considered primarily within UA92 but students can opt to make a complaint to the University, where this relates directly to the quality and standards of a programme, once UA92 processes have been exhausted
Admissions and recruitment						
16. Setting of student fees	✓					
17. Collecting of student fees		✓				
18. Student recruitment, selection and admission				✓		Entry requirements for each programme are approved by the University as part of the programme approval process
19. Student registration, guidance and induction				✓		Registration will be provided by LU in first instance
Academic standards and assessment						
20. Defining assessment regulations		✓			UA92 Award Regulations	
21. Setting assessments	✓					UA92 sets the assessment in line with what was approved at programme approval. Assessments are moderated by

							external examiners and LU staff.
22. Marking and moderation of assignments					✓		UA92 have the primary responsibility for marking work and providing initial moderation. LU staff will provide further moderation. External Examiners have oversight of marking and moderation of standards.
23. Appointment of external examiners					✓	External examiners procedures and regulations	UA92 proposes potential external examiners who then go through the University's approval procedures.
24. Giving feedback to students on their assignments	✓						
25. Production of award certificates		✓					
26. Administering award boards				✓			The University is represented on the Assessment Boards which are responsible for making award recommendations to Senate.
27. Maintaining student records including transcript information	✓				✓		
28. Graduation arrangements	✓						
Annual review and monitoring							
29. Collecting data on student achievement and retention	✓						

30. Monitoring student admission, retention and completion					✓		
31. Reviewing and responding to APRs and module evaluations					✓	Annual Programme Reviews for each individual programme.	Annual Programme Reviews are provided to the University.
32. Periodic quality review of HE provision					✓		
33. Monitoring the quality of HE teaching and learning					✓		
34. Collecting and acting upon student feedback/views	✓						
35. Developing systems for student engagement	✓						
36. Student Protection Plan	✓						Whilst this is a UA92 responsibility, it is anticipated that both institutions' student protection plans will refer to the other partner and that there may be some discussion about content.
Staff							
37. Appointment and management of staff	✓						UA92 has agreed criteria with Lancaster University for which teaching staff will be appointed to. Should UA92 wish to appoint a member of staff who did not align with the agreed criteria, the

							<p>appointment would be subject to approval by Lancaster University.</p> <p>The University has oversight of all UA92 staff teaching on Lancaster awards. Staffing levels are monitored through Annual Programme Reviews, with Staff CVs being sent to LU link tutors.</p> <p>UA92 appoints and manages staff.</p>
38. Provisions for developing staff teaching and assessing skills at HE level	✓						
39. Provisions for staff HE subject updating and scholarship	✓						
Information							
40. Programme and module information available to students	✓						
41. Public information - eg: on web or in prospectus				✓			LU has accountability for ensuring accuracy, along with UA92
42. Procedures for ensuring the accuracy of public information					✓		
43. Marketing of	✓						

programmes							
44. Returns to professional, statutory and regulatory bodies				✓			Returns to some bodies will be made by LU (e.g. HESA, UKVI)