Chapter 2: Approval, Monitoring and Review (QAA Ref: B8)

1. **Program/ Module Review**

The Applied Engineering College (AEC) internal review processes are informed by Chapter B8 of the Quality Assurance Agency (QAA) UK Quality Code for Higher Education and are systematically reviewed by the Quality Assurance Committee (QAC). At the AEC we take our responsibility for setting and maintaining our academic standards very seriously. Overall, our aim is to assure and enhance the learning experiences of our students through systematic, monitoring and reviewing of all programs. The college utilizes an agreed cyclical approach to Program Monitoring and Review to ensure the effectiveness of their programs.
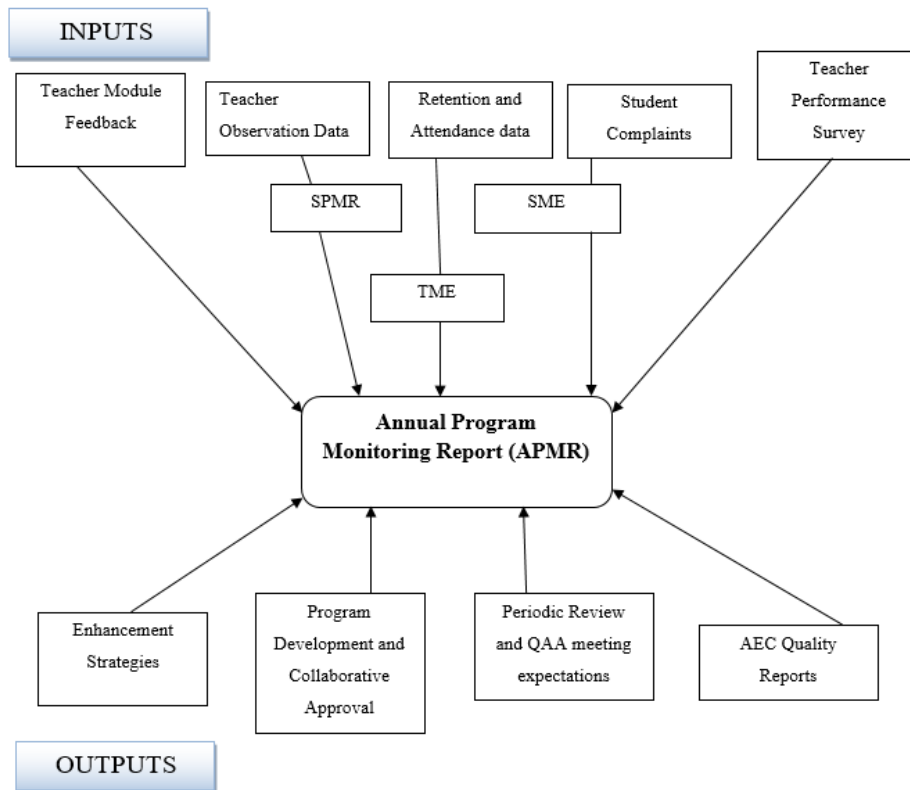
Student Module Evaluation (SME)

Teacher Module Evaluation (TME)

Teacher Performance Survey (TPS)

Semester Program Monitoring Report (SPMR)

Annual Program Monitoring Report (APMR)

Periodic Review (PR)

Process to Feedback Recommendations to Students

It is the responsibility of the college to inform students of any changes made to the program based on their recommendations. In order to do so, the data is systematically recorded, analyzed and then presented. The Head of Department is responsible for teaching and reporting all changes to programs which should be supported by evidence for the required change. All changes should be shared with the Head of Quality who will be responsible for the college's electronic storage system.

2. Module/ Program: Modification

All programs can be modified post-validation, but must follow the AEC procedure and supply supportive documentation with teaching and learning evidence for the proposed modification. The approval process should be agreed by the Head of Department, and dependent upon the category of the change the Curriculum Development Committee