

**PERIODIC REVIEW
SELF-EVALUATION DOCUMENT (SED)**

To be completed by the Course Management, approved by the Chair and Secretary of the Review Panel and Course Management Committee, and submitted to the Academic Quality Manager at least five weeks before the meeting of the Periodic Review Panel

The self-evaluation document (SED) is the central documentation informing the periodic review. It should include sufficient description to enable the Panel to understand the key features of the course, but it is essential that it should be reflective and evaluative. Please complete the self-evaluation under each of the headings

- *How successful has the course been in recruiting students from under-represented groups (Widening Participation students)?*
- *Assess the course's market viability in terms of e.g. the ratio of qualified applicants per place.*
- *Evaluate the trends in admissions data over the last six years.*

COURSE CONTENT (500 word limit)

- *How is the course content selected, and designed to meet the course's overall objectives?*
- *How do you evaluate the effectiveness of the course content in contributing to the achievement of the course's overall objectives?*
- *What evidence is there of academic and intellectual progression through the curriculum?*
- *How do you know that the content meets the needs of students and potential employers?*
- *How do you keep the content up to date?*
- *How does the course develop students' professionalism?*
- *How have e.g. track 2.1 Body MICID0.vol Body Meo0)2(s)-2(m)-5(?)JTc 0Tw ()TjEMC LBy MICID 0C*

judge whether they are satisfactory? If they are unsatisfactory, what plans are there to improve them? What are the implications of any trends that emerge from the data?

- *Please comment on the distribution of degree classifications, where appropriate. How do you judge whether they are satisfactory? If they are unsatisfactory, what plans are there to improve them? What are the implications of any trends that emerge from the data?*
- *What evidence do you have of the effectiveness of support for student progress, including academic guidance, tutorial, and pastoral support?*
- *How do you give students feedback on their work, and on their overall*
- *progress? How effective are these methods, and how have they developed in the light of the introduction of RVC-wide feedback policy?*

ACADEMIC STANDARDS (300 word limit)

- *How are the academic standards of the course set, maintained and monitored?*
- *How does the course meet the requirements of the relevant level in the Framework for Higher Education Qualifications?*
- *How does the course relate to any relevant subject benchmark statements?*

QUALITY MANAGEMENT (400 word limit)

- *How has the course been improved using data from:*
- *annual course monitoring*
- *student evaluations*
- *External Examiners' reports*
- *Graduates*
- *employers of graduates*

RESOURCES (500 word limit)

- *What evidence do you have for the adequacy and appropriateness of the resources available to the course, under the following heads:*
- *Academic staff (including visiting lecturers)*
- *Administrative and technical staff*
- *Staff development*
- *Live Animal Resources*
- *Necropsy and dissection material*
- *Library and associated learning resources*
- *IT resources*
- *Teaching rooms*
- *Resources supporting student projects*
- *Field trips*
- *Specialist course-related resources, including equipment*

FUTURE DEVELOPMENT (400 word limit)

Outline options or proposals for the future development of the course.