

ACTION PLAN IN RESPONSE TO FEEDBACK ON THE STUDENT EXPERIENCE: SESSION 2016-17

**Faculty of Arts, Humanities and Cultures
School of Fine Art, History of Art and Cultural Studies**

EXECUTIVE SUMMARY																		
Aspect	National Student Survey						Undergraduate Programme Experience Survey						Postgraduate Programme Experience Survey					
	2015-16		2014-15		2013-14		2015-16		2014-15		2013-14		2015-16		2014-15		2013-14	
	School	Uni	School	Uni	School	Uni	School	Uni	School	Uni	School	Uni	School	Uni	School	Uni	School	Uni
Overall satisfaction	93	90	94	90	88	88	73	87	92	87	88	85	84	86	90	85	91	85
Teaching	95	91	92	92	94	90	82	87	90	86	90	85	90	86	91	85	97	86
Assessment & feedback	78	73	74	74	75	71	65	63	67	63	62	62	83	73	83	71	84	71
Academic support	89	84	77	85	83	82	66	75	74	74	71	73	86	84	89	82	97	82
Organisation & management	88	85	84	85	84	85	73	78	83	76	79	75	84	82	93	82	83	81
Learning resources	91	91	89	92	89	91	81	84	84	84	80	83	83	87	79	87	82	85
Personal development	86	85	75	85	80	82	73	73	70	72	61	72	82	77	77	76	80	77
Sector position		20/146		21/145		50/146												

Scores in each category are expressed as a percentage of the number of respondents who mostly or definitely agreed with a range of statements (score 4 or 5)

Headline achievement from 2015-16	<p><i>Provide a single, concise headline achievement for the School from 15-16 which can be included in further communication to students.</i></p> <p><i>Achieving 95% student satisfaction for our quality of teaching in 2016</i></p>
Main actions for 2016-17	<p><i>List 3 actions – to be included on the posters to be produced for each School</i></p> <ol style="list-style-type: none"> <i>1. To continue working on providing easily accessible information about assessment, deadlines and feedback.</i> <i>2. To provide a handbook for students with regards what they should be expecting from personal tutoring.</i> <i>3. To continue to enhance student-staff discussions with extra-curricula activities, across both school and programmes.</i>

<p>Good practice examples from 2015-16</p>	<p>List examples of innovative practice and developments which are of wider interest across the University</p> <ol style="list-style-type: none"> 1. Structured professional and academic skills sessions offered to all students each semester. 2. Museum/gallery organised for all level 2 students so that they have the space and time discuss their dissertation plans with key members of academic staff. 3. Informal monthly student/staff meetings to help continuity and conversation with regards plans, information, issues and ideas.
<p>Summary of student involvement in the production of this Action Plan</p>	<p>Students were involved through the Student Staff Forums, additional meetings with School Reps who also organised a feedback session for all students. Questions were based on the NSS/PES results (concentrating on assessment, feedback and professional development).</p>

AGREED ACTION PLAN IN RESPONSE TO FEEDBACK ON THE STUDENT EXPERIENCE: SESSION 2016-17

Aspect	Progress with 2015-2016 actions and indication of impact	Agreed Issues/Actions for 2016-2017	Responsibility/Expected completion date
<p>Overall satisfaction</p>	<p>We provided you with criteria for all forms of assessment delivered within the school, made available to you in an easily accessible and understood form.</p> <p>We have added to the already existing skills sessions provided by the school with timetabled skills sessions, themed personal tutorials and professional development activities. We know many of you benefit from this as you continue your studies with us.</p> <p>You told us you value careers advice sessions so we continue to work with the Careers Centre provide these for you.</p> <p>You told us that the Professional Development Day was a success so we continue to run this on an annual basis. We offer you the chance to become student ambassadors employed to help us with the organising and running of this day.</p> <p>If you joined us in the last 2 years on either the Fine</p>	<p>We will continue to provide you with information about how your work is assessed as well as undergo research on the possibilities more diverse types of assessment. Your student reps will be active in this research and will ask you for your opinions on any new developments.</p> <p>We will strengthen and extend the range of skills sessions and professional development activities. We will also provide you with a handbook for personal tutorials. This will tell you what to expect and which subjects you and your tutor will be covering.</p>	<p>DSE/Dep.DSE/Programme Leaders/School Reps. September 2017.</p> <p>DSE/Dep.DSE/SES Staff. March 2017.</p>

	<p>Art or Culture and Media Studies programmes you can spend a year in a professional placement.</p> <p>This year we added a professional placement option to BA History of Art for all students.</p> <p>We agreed that personal tutorials will be themed according to your needs on each programme and in each year. For example, we will schedule a personal tutorial meeting for when you make your module choices.</p> <p>We agreed to create a handbook for you so that know how the new structure of your personal tutorials will work. This is ongoing.</p> <p>We worked work with you to plan the move to our new premises. This planning work ensured that you all make the most of our current and future facilities. We moved to the new building in August 2016.</p> <p>We worked with you, our Student Education Service staff and our programme leaders, to ensure we have designed a useful peer-mentoring scheme. This began in September 2016.</p>	<p>Although we didn't manage to provide a handbook for your personal tutorials last year you will receive one in 2017.</p> <p>We will work with you to ensure that the facilities in the new building are appropriate and adequate for your needs.</p> <p>If you are a peer mentor we will work with you to strengthen the scheme and make sure that it is strengthened and expanded for the intake of new students in 2017.</p>	<p>DSE/Dep.DSE/SES Staff. March 2017.</p> <p>HoS/Student Reps/DSE/Dep DSE/Fine Art Staff. Ongoing.</p> <p>Student Reps/Peer Mentors 2016/SES Staff/DSE September 2017.</p>
Teaching	<p>We planned to create programme 'pathways' across optional modules at all levels. This will ensure you are clear about your choices and the impact this will have on your academic development. This is ongoing.</p>	<p>We are still working out ways to provide you with a wide range of optional modules whilst at the same time help you think about the ways in which your choices impact on your academic and professional development. This is a complicated process so we want to make sure that we get it right.</p>	<p>All Academic Staff/HoS/Programme Leaders/DSE/Dep DSE /School Reps. Ongoing.</p>
Assessment and feedback	<p>We provided you with criteria for all forms of assessment delivered within the school, made available to you in an easily accessible and understood form.</p> <p>We agreed that deadlines for feedback for all assessed work will be given to you at beginning of each</p>	<p>We will continue to work on getting the right information to you about assessment criteria, making sure that it is clear and accessible. We will be holding a School Forum in Spring 2017 where your School Reps will be invited to discuss this with both academic and Student Support Staff.</p> <p>We experienced some difficulties with regards getting all your deadlines to you at the beginning of this</p>	<p>School Reps/All Academic Staff/SES Staff. May 2017.</p> <p>SES Staff/All Academic Staff. January 2017/September 2017.</p>

	<p>semester to allow you to plan your time/workload. Although in the main this was achieved there were some glitches, so this is ongoing.</p> <p>We continue to spread your assessment deadlines and provide you with high quality feedback.</p>	<p>academic year, this mainly was because we have a number of new core modules at level 2. We are making sure that by the beginning of the next academic year all systems will be checked and put in place to make sure that you have the information you need to plan and complete your assessments in good time.</p> <p>We want to make sure that your assessment and feedback meets your educational needs. We are therefore planning a School Forum, to which your Student Reps will be invited, so we can all begin to think about the ways in which you are assessed and whether there are other ways in which your progress can be ‘measured’, what kinds of feedback you need to develop, and at what point in your programme.</p>	<p>School Reps/All Academic Staff/SES Staff. Ongoing.</p>
<p>Academic support</p>	<p>We realised that in areas of academic support your levels of satisfaction dropped slightly if you are a finalist or taught postgraduate. We were pleased however that those of you in levels 1 and 2 have been more satisfied. To make sure your academic support is consistent introduced a new study skills and personal and professional development structure that foregrounded the availability of academic support for you. This is in addition to the teaching you receive on your modules and programmes. This is ongoing.</p>	<p>Although satisfaction in Academic Support has gone up considerably with regards the final year students it still needs improving according to those of you at levels 1 and 2. We are working hard at making sure that you have the study skills you need, and personal and professional development structure in place, so are strengthening and adding to these particularly during Academic and Personal Development Week (week 6 in both semesters). We are also making sure that these map against the themed personal tutorials and that you have all the information you need to make sure that you know what is on offer and when. Also how this impacts on and improves your studies and development.</p>	<p>DSE/Dep DSE/SES Staff. September 2017.</p>
<p>Organisation and management</p>	<p>Both academic and Student Education Service staff continue to work towards providing you with clear and timely information. We now send you a weekly student newsletter to let you know about opportunities and events in your subject areas.</p> <p>We are working with your student representatives to</p>	<p>We are making sure that the improvements made in 2015/16 are maintained and improved on. We have asked School Reps to ask you the best ways we can contact you with information, so that you receive it quickly and effectively. Although the Newsletter has been a success we still need to do better at contacting you.</p>	<p>School Reps/DSE/Dep DSE/SES Staff. September 2017.</p>

	<p>ensure that the information you receive is clear, relevant and easily accessible.</p> <p>The new study skills/professional and personal development structure ensures that you all receive the same level of induction sessions/information.</p> <p>The Postgraduate Essential Research Skills module was redesigned to include on-line tutorials as well as face-to-face sessions. This has had largely positive feedback.</p>		
Learning resources	<p>We are exploring the blended learning opportunities made available to us by the university. We aim to enhance your blended learning provision across all levels of study. This is ongoing.</p> <p>The new technician now offers sessions in digital media to all fine art students.</p>	<p>We are still exploring these blended learning opportunities, along with your School Reps and Academic Staff to work out what you need and when. Because all modules are different in relation to their structure and delivery, we need to make sure that this is done in a thoughtful and informed way. This is why it will be discussed in relation to your assessment and feedback needs.</p> <p>If you are a student studying Fine Art, we will be working with you to see how the facilities are being used and what additional equipment might be necessary.</p> <p>If you are a level 2 student we will ensure that you get a trip with members of academic staff to a major UK cultural centre. This will coincide with your dissertation planning so that you have the opportunity to not only visit important galleries and venues with academic staff but also discuss your plans with them in a creative and open environment.</p>	<p>All Academic Staff/School Reps/DSE/Dep DSE. Ongoing.</p> <p>School Reps/HoS/Fine Art Staff. Ongoing.</p> <p>All Academic Staff. March 2017.</p>
Personal development	<p>All of your personal tutorials are be themed depending on your programme and your level of study. Your personal tutorials will be timetabled strategically to fit with key events or decisions you need to make. These are things like choosing your optional modules or deciding on your final research project.</p>	<p>Although we didn't manage to provide you with a handbook to explain the themes and requirements of your personal tutorials last year you will receive one in 2017.</p>	<p>DSE/Dep.DSE/SES Staff. March 2017.</p>

	<p>We continue to work with the Careers Centre to ensure that you receive good and timely advice relating to career opportunities and training. The Careers Centre staff will also be involved in the annual Professional and Personal Development Day.</p> <p>Following the success of the 2015 and 16 Professional and Personal Development Days, we have committed to provide this for you annually.</p>		
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