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Minutes of Catalyst Key Training. Module Refining & Quality Assurance Monitoring.

Held at EHU, November 12 to 16 November 2018

Held by EHU, TUD

Monday, 12th November 2018

09.00 Arrival and Registration at EHU Campus, Ormskirk, Monday 12th November, 2018

09.30- 10.30 Opening and Welcome Address by Dr David Allan, Senior Lecturer in Further Education and Training, Edgehill University

11.00- 12.30

The project aims and objectives discussed and reviewed, and programme agenda was handed out, and discussed. The focus was underlined by Dr David Allan on the question of how QA can be achieved by all partner universities. A recap of the four points appertaining to the module descriptions was made. This included the Module Description, the Weekly Aims, The Teaching Record and The Module Materials folder. Not all module leaders were present, and it was apparent that not all module descriptions were completed. It was agreed that all module descriptions would be common for all universities in both Laos and Vietnam.

It was necessary to complete the module descriptions, so that groups were divided into those participants involved completing these for presentation by Thursday, 15th November. The others were to be present for the EHU input presentations and workshops on the following days.

13.30-15.00

Quality Assurance Part 1 the current status of the module presentations was reviewed led by module leaders in Vietnam and Laos. The need for further work to complete the same was evident. It was agreed to complete these tasks during the rest of the week. Some module leaders were absent.

15.30-17.30

EU Monitoring of Piloting 1 Vietnam and Laos feedback given by Mr G. Cullen of TUD

Tuesday, 13th November 2018

10.00 – 11.00

Input presentation workshops on Academic Quality Assurance at Edge Hill University was given by Professor Tony Turjansky, Director of Quality Assurance, and Kelly Hand, Head of Operations, Academic and Quality Assurance.

Anthony (Tony) Turjansky



Edge Hill University



Anthony Turjansky joined Edge Hill University in 1999 as a senior lecturer in media and journalism following eighteen years in broadcasting and three years teaching in further education. Since 2006 he has been Edge Hill's Head of Academic Quality and, from 2014, Director of Quality Assurance. He is a former chair of the Northern Universities Consortium for Credit Accumulation and Transfer, former executive member of the Council of Validating Universities and current executive member of the Quality Strategy Network. He is also a Trustee and Deputy Chair of Ascentis, the Lancaster-based Awarding Organisation and Access Validating Agency. Tony is a Quality Assurance Agency Reviewer and has sat on various QAA advisory and writing groups concerned with development of the UK Quality Code for Higher Education. He is also a Senior Fellow of the Higher Education Academy and a University Learning and Teaching Fellow.

Essential elements of effective QA of degree programmes were considered. European Standards and Guidelines were introduced and compared to the UK Quality Code for Higher Education, both being used in British universities and other HE providers to assure standards.

The ECTS Tuning model for ECTS based degree programmes was introduced. Key areas of the tuning model were introduced for consideration when designing, implementing and delivering ECTS-based degree programmes, with a handout of the ECTS tuning model being provided. Learning outcomes and competences for a degree programme were assessed. A comparison of ECTS and UK credits was made, the UK awarding two UK credit points, equalling one European ECTS credit point.

Dublin level descriptors of the Framework for Qualifications of the European Higher Education Area (QF EHA) were compared with how they align with national qualifications such as the UK Framework for Higher Education Qualifications (FHEQ). Consideration was given as to how level descriptors are used to design learning outcomes for student assessment and the awarding of ECTS credit points.

Kelly Hand of EHU looked at the process of programme approval at EHU.

Kelly Hand



Edge Hill University



Kelly Hand joined Edge Hill University in 2007 as a Faculty Quality Officer, following ten years in cancer research. In 2014, she joined the Academic Quality and Development Unit and in 2015, became Edge Hill's Head of Quality Operations. She has strategic oversight of the operational systems and processes for quality assurance; this includes the University's validation, periodic review, annual monitoring and academic planning processes, and the external examination system. She is a former director of the Northern Universities Consortium for Credit Accumulation and Transfer and more recently sat on a Quality Assurance Agency writing group concerned with development of the UK Quality Code for Higher Education.

Based on EHU documentary evidence from EHU it was discussed how effective content approval was made and degree programmes delivered, with partner countries asserting that they had similar procedures. Degree profile/ programme specifications were looked at as well as module specifications. Validation agendas of programmes on learning and teaching, on the assessment of academic staff, learning resources, course organisation were compared

Tony Turjansky introduced the UK external examining system, with the key aspect of independent verification of standards being achieved by students. EHU staff are also trained to participate in the external examining programme.

Documentation was reviewed of evidence supporting routine monitoring of degree programme standards and quality of students learning opportunities. A standard monitoring and 5 year periodic review is carried out of degree programmes. An example of an examiners report was highlighted, showing where there are deficiencies, as well as confirming the achievement of programme delivery.

Also of importance was the necessity of student feedback and involvement in the quality assurance processes. An example of the National Students` Survey was presented, and new focus questions were seen to be relevant in achieving student involvement integration into the learning environment.

Parallel to the input workshop sessions remaining participant and module leaders from the partner countries worked on module descriptions completion using library campus facilities throughout the day with supervision and guidance provided by Mr G. Cullen from TUD.

Wednesday, 14th November 2018

10.00- 13.00 and 14.00 – 16.00

Workshops on technology in the learning process were given. On Wednesday Scott Farrow, educational technologist at EHU, presented workshop session on ICT/Blended/E-learning focussing on strategies for achieving assessment.

Scott Farrow: Content Developer and VLE Support Officer, Faculty of Education at Edgehill University

Different classroom technologies based on apps including Kahoot, Plickers, Jigspace and Edpuzzle were introduced and tried out with group participation, and it was seen how these could be deployed in the classroom.

Parallel to workshops the other groups were working on completing and perfecting the Module Descriptions along with the details of Weekly Aims, Teaching Records



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and Module Materials. Led by Mr G. Cullen of TUD.

Thursday, 15th November 2018

10.00 – 16.00

Overview of Final Material

A detailed review of all 12 modules with relevant spot changes was carried out together with further changes and amendments. Presentations of the adjusted modules took place, with further recommendations given.

Module 12 presentation of materials by Mr Riddell, National Awareness day training and discussion.

Working together gave rise to some complications in communications between participants from the different countries. The Vietnamese and Laotian vocational education systems do not have the same teacher level requirements.

Mr Cullen reminded participants to hand in the tutor evaluation forms from piloting.

Friday, 16th November 2018

09.00- 10.30

Input session on transformative approaches given by Professor Vicky Duckworth

11.00- 12.30

Viet and Laos Module leaders continue work with teams on Modules for piloting 2

13.30- 15.00

Final amendments based on Thursday's recommendations made to Module descriptions.

Presentation of all adjusted Modules for Piloting 2