

Uxbridge College – HE Quality Review Visit 2016/17 – Action Plan

Area for Development	Action	By When	By Whom,	Success Indicators
Higher Education students are represented throughout the academic governance structure	<ul style="list-style-type: none"> • Proposal to the Governing TLA subcommittee that: <ul style="list-style-type: none"> • The 2nd year HE Year rep is also designated HE Student Governor. • HE Student Governor attends the proposed Uxbridge Stakeholder and Scrutiny Group. 	08.05.17 Autumn 2017	Director Vocational & HE	HE student Governor attends SSC meetings Completed
Admissions processes <ul style="list-style-type: none"> • No process or timeline to appeal an Admissions decision. • Processes not explicitly clear to HE students, 	<ul style="list-style-type: none"> • Amend Admission policy to make the process for appeals against an admissions decision clear and indicate a timeline. • Present at SMT for approval. • Advise students who are not given a place on a HE course of the Admissions policy and appeals process. (Amend documentation sent to students), 	Sept 2017 Oct 2017 On-going	Principal Principal Director Funding & MIS	Students are clear regarding appeals process and timelines Completed
Complaints policy sufficiently differentiates where appropriate between HE and fulltime students.	<ul style="list-style-type: none"> ▪ Amend Complaints Policy to appropriately differentiate between HE and fulltime students ▪ Present at SMT for approval ▪ Publish on website, with summary/link in handbooks 	July 2017 Oct 2017 V. Principal	Academic Standards Manager/ Vice Principal CS	HE students are clear regarding complaints procedures. Completed