

**Report Template to be considered in Conjunction with Programme Review Procedures**



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**PROGRAMME SELF-EVALUATION REPORT [SERIAL NO.]**

**[NAME OF TU DUBLIN PROGRAMME FOR REVIEW]**

**DATE OF PANEL VISIT: [MONTH/DATES/YEAR]**

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Academic Affairs

[Location Address]

[Tel.: ]

[Homepage on TU Website]

[Email Address]

## Programme Self-Evaluation Report

The Programme Self-Evaluation Report will be considered by the Programme Review Panel alongside updated programme information (downloaded from the Programme & Module Catalogue) and the Student Handbook(s). In addition, the following documents will be made available electronically to the Programme Review Panel at least two weeks prior to the site visit:

- Exemplar assessment materials (e.g. examination, briefs, assignments);
- External examiner reports for the previous three academic years;
- Annual Programme Enhancement Reports for the previous three academic years;
- Work Placement Handbook (if applicable).

The key element in the review of a programme is the critical self-evaluation and re-appraisal of all aspects of the programme. While Section 1 of the report is factual, the subsequent sections are reflective and should be based on the outcomes of a SWOT analysis.

### PSER Table of Contents

1. Statistical Analysis of student data (taken from Annual Programme Enhancement Reports), to include (but not limited to) :
  - a. Student Enrolment Data
  - b. Student Profile<sup>1</sup>
  - c. Engagement Data
  - d. Progression Rates
  - e. Graduate Destinations
2. Aims and objectives of the programme and its alignment to School, Faculty and University Strategic Plans
  - a. Contribution to achieving KPIs within Strategic Plans
  - b. Alignment with TU Dublin Educational Model
  - c. Industry, professional, community and societal engagement
  - d. Achievement of Graduate Attributes
  - e. External Accreditation Status (where relevant)
  - f. Employment and Employability Skills
  - g. Feedback from employers and other external stakeholders
3. Access, Transfer & Progression
  - a. Admission requirements and routes, including intake policy and procedures
  - b. Strategies to foster and support equality and diversity
  - c. Strategies to ensure inclusivity of all students
  - d. Internationalisation strategies and supports

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<sup>1</sup> To include entry qualifications (e.g. CAO), international students, access students, non-standard entrants, HEAR & Dare entrants, gender, advanced entry and transfer entrants.

4. Programme Development

- a. Summary of changes since last review or validation
- b. Impact of internal environment (including policies and regulations)
- c. Impact of external environment (including changes in industry, technology, profession, community and society)
- d. Impact of stakeholder feedback

5. Student Engagement and Learning Experience

- a. Induction/orientation programme
- b. First Year Experience Framework for Success
- c. Learning & teaching strategies and approaches
- d. Assessment strategy and schedule
- e. Feedback on Assessment mechanisms
- f. Curriculum design and structure
- g. Use of VLE and other online resources
- h. Community-based and/or work-based learning
- i. Site visits and/or other industry/professions engagements
- j. Global classrooms
- k. International student exchanges
- l. Workload and expectations

6. Academic Quality Enhancement

- a. Role of Programme Coordinator
- b. Role of Year Tutors
- c. Programme Team and impact of staff feedback
- d. Impact of external examiner feedback
- e. Role of Discipline Programme Board
- f. Impact of the Student Voice<sup>2</sup>
- g. Annual Quality Enhancement Process
- h. Impact of PRSB Accreditation

7. Programme Resources

- a. Library
- b. Information technology

8. Staff Profile, Research & External Engagement

- a. Staff qualifications

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<sup>2</sup> To include class representatives, internal student feedback surveys, national student engagement survey, meetings with students and participation in Discipline Programme Board meetings.

- b. Research underpinning the programme
  - c. Scholarship underpinning the programme
  - d. Industry and profession, civic and community engagement
  - e. Staff development
9. Programme Enhancement Plan arising from SWOT analysis.
- a. Proposed Changes to Programme
10. Relevant Appendices.