|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PROGRAMME DEVELOPMENT: EXTERNAL SUBJECT SPECIALIST’S REPORT FORM** | | | | |
| External Subject Specialists offer independent academic and subject specific expertise to the development and approval of new or revised programmes of study. External Subject Specialists are engaged by the University (nominated by Subject Areas).  External Subject Specialist Reviewers are asked to review the Programme Specification and additional information provided, and provide a structured report to ensure The University’s Programme Approval Committee has appropriate subject specific expertise when making decisions. External Subject Specialists may be invited to join the Programme Approval Committee where appropriate.  Where the proposal under consideration is low risk (normally a change to an existing programme), the External Subject Specialist Reviewer *may* be the existing External Examiner for the programme.  If you have any questions or would like further information, guidance and support, please visit [Academic Quality Services](http://qualityservices.swansea.ac.uk/?page_id=356) or contact [academicprogrammes@swansea.ac.uk](mailto:academicprogrammes@swansea.ac.uk). | | | | |
| **ABOUT THE PROGRAMME** | | | | |
| **Programme Title:** |  | | | |
| **College/School:** | **Subject Area:** | | **Programme Director:** | |
| **Date of Programme Approval Committee:** | **Proposed Launch Date:** | |  | |
| **ABOUT YOU** | | | | |
| **Name of External Subject Specialist:**  (Please include prefix and suffix) |  | | | |
| **Role/Job Title:** |  | | | |
| **Institution:** |  | | | |
| Are you an existing External Examiner on this programme? | Yes / No |  | | |
| or on a related programme | Yes / No | If yes please provide details | | |
| **PROGRAMME DEVELOPMENT** | | | | |
| Have you been engaged with the development of this programme?  (if so, please summarise your engagement and role in the development) | | | | |
|  | | | | |
| **PROGRAMME STANDARDS** | | | | |
| How have appropriate external reference points informed the design of the programme (for example QAA qualification descriptors and subject benchmark statements, FHEQ, CQFW, professional and regulatory bodies)? | | | | |
|  | | | | |
| Is the Programme consistent with the required FHEQ Level standards? | | | | |
|  | | | | |
| **PROGRAMME STRUCTURE, CONTENT AND DESIGN** | | | | |
| Does the title of the programme reflect the content? Is the content appropriate and balanced? (please specify) | | | | |
|  | | | | |
| Is the programme structure, content and design appropriate and in keeping with the proposed learning outcomes? | | | | |
|  | | | | |
| How is the curricular content and design informed by recent pedagogy in learning, teaching and assessment, and by current research and scholarship and by changes in relevant occupational or professional requirements? | | | | |
|  | | | | |
| Is the balance between the academic and experiential components of the programme, such as placement learning opportunities, appropriate? | | | | |
|  | | | | |
| Does the Assessment Strategy deliver an appropriate balance and variety of assessment methods, which are authentic, inclusive and deliver effective learning experiences for students? | | | | |
|  | | | | |
| If the programme has one or more specialisations / pathways, are these clearly defined and distinct? (please specify) | | | | |
|  | | | | |
| If this is an amendment to an existing programme, in which ways do the proposed changes enhance the programme? How are they positive and beneficial for the University and for students? | | | | |
|  | | | | |
| **ADMISSIONS AND EMPLOYABILITY** | | | | |
| In your opinion, will the programme adequately prepare student for employment and progression opportunities potentially available on completion of the programme?  Yes/No? (please specify) | | | | |
|  | | | | |
| Do the admission requirements appear sound and in keeping with similar programmes across the sector?  Yes/No? (please specify) | | | | |
|  | | | | |
| **PROGRAMME MANAGEMENT AND STUDENT SUPPORT AND EXPERIENCE** | | | | |
| Are the proposed programme management structures/mechanisms and student support provision appropriate in order to ensure and enhance the quality and standards of the provision?  Yes/No? (please specify) | | | | |
|  | | | | |
| If applicable, are the arrangements for the supervision and guidance of dissertation appropriate? How could they be improved? | | | | |
|  | | | | |
| If applicable, are arrangements for monitoring placements/study abroad etc. appropriate?  Yes/No? (please specify) | | | | |
|  | | | | |
| In your opinion, will the proposed programme offer a positive student experience?  Yes/No? (please specify) | | | | |
|  | | | | |
| **RESOURCES** | | | | |
| In your opinion, are the resources referred to in the documentation adequate to assure the quality of delivery and the student experience? (please specify) | | | | |
|  | | | | |
| Do you have any concerns regarding the available resources? (please specify) | | | | |
|  | | | | |
| Is there any specific resource, which is not referred to in the documentation but should, in your opinion, be available? | | | | |
|  | | | | |
| **REVIEW OUTCOMES** | | | | |
| In your opinion should the proposed programme (please tick appropriate option): | | | | |
| Proceed to Approval Phase | | | |  |
| Proceed to Approval Phase subject to enhancements to the proposal  (please clarify below) | | | |  |
| Not proceed to Approval Phase at this time | | | |  |
| **Recommendations for Enhancement:** | | | | |
|  | | | | |
| **Commendations Effective Practice:** | | | | |
|  | | | | |
| **CONFIRMATION OF REVIEW** | | | | |
| **External Subject Specialist:** | **Name:** | | **Date Reviewed:** | |
|  |  | |  | |
| *Internal Use Only* | | | | |
| **Recommendations Addressed:** | **Name:** | | **Date confirmed by Programme Approval Committee:** | |
|  |  | |  | |

This form should be returned to [academicprogrammes@swansea.ac.uk](mailto:academicprogrammes@swansea.ac.uk).