

Academic Quality Assurance and Enhancement Procedure

Student, Graduate and Employer Evaluation Surveys

Version	Update and Reason	Author and Title	Date of Teaching Quality Committee Approval	Effective Date	Review date
1.0	Transfer to new AQAEP template	Maxine Bailey, Senior Academic Quality Officer (Student Engagement)	n/a	March 2023	March 2028
1.1	IAGS removed as survey no longer conducted.				

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1. Introduction and purpose

The purpose of this procedure is to ensure that there is systematic collection of student, graduate, and employer views on the education which the RVC provides, and that this data is used to enhance the quality of educational provision and students learning experience. It seeks to fulfil the expectation relating to student engagement as set out in the Office for Students ongoing conditions of registration and the UK Quality Code for Higher Education, Quality Assurance Agency.

2. Scope

This procedure covers all RVC based taught programmes of study including those taught at a distance, both undergraduate and postgraduate. It does not cover research degrees or non-award bearing continuing education.

2.1 'Student Engagement in Quality Enhancement' working group

The 'Student Engagement in Quality Enhancement' working group operates as a sub- group of the Teaching Quality Committee (TQC). It supports the delivery of the RVCs 'Strategy for Enhancement and Assurance of the Quality of Learning, Teaching and Assessment' to:

- Create, review, refine and promote a range of opportunities for students to engage in dialogue with the RVC to assure and enhance the quality of their learning.
- Develop effective processes for the administration of all student surveys, ensuring ease of access for students and staff (including undergraduate/ postgraduate).
- Promote and enable effective "closing of the loop" on quality assurance and enhancement activities, including administering and advising on processes for publishing and disseminating timely responses to student survey feedback.
- Recommend to the Teaching Quality Committee policy and procedures governing student engagement in quality enhancement activities.
- Identify opportunities to disseminate information about student representation and engagement activities to both staff and students.

The approval of the working group must be sought for proposals relating to the administration of any course/cohort wide student surveys.

Membership includes: TQC Chair (Chair), Senior Academic Quality Officer – Student Engagement, Course Directors for BVetMed/ Undergraduate Bio Sciences/FdSc and BSc Veterinary Nursing/Certificates in Advanced Veterinary Nursing, Vice Principal Students, SU Vice President for Representation and Communications, SU Postgraduate Officer, other course staff as required. Further information relating to this working group can be found in the [RVCs 'Academic Committee Handbook'](#).

Based on discussions held at the working groups Autumn meetings, the Vice Principal for Students and the Vice Principal for Learning, Teaching and Assessment, will draft an RVC statement responding to the survey results. The statement will be drafted by the Vice Principals in consultation with the RVCs 'College Executive Committee' and the 'Principals Advisory Group'. The final statement will be approved by the RVC Principal and Head of External Relations to be published on RVCs moodle platform 'LEARN'. The statement will be published annually by the end of October to ensure it can be used to inform the development of Course Directors 'Annual Quality Improvement Reports'.

3. Procedures

3.1

3.2 RVC Student surveys

Student opinion is gathered by a variety of means, including through the RVC Students Union course representative system and informal staff/student discussions. In addition, surveys are commended as an effective means of gathering systematic and comparable data if used at appropriate intervals and the results are given consideration and responded to.

The RVC conducts internal surveys which enable students to give feedback on individual modules/strands and rotations. In addition, undergraduate students are able to feedback on their overall RVC experience, both academic and otherwise, through the annual 'RVC Experience Survey' and one year after graduation through the 'RVC Graduate survey' (figure 1 below).

Figure 1. RVC Student, Graduate and Employer surveys

Students' opinions are not necessarily objective judgements about the quality of education, but perceptions of the student experience. They should therefore be considered alongside other sources of evidence including feedback through the student representative system, group discussions with students, peer observation of teaching and External Examiners reports.

All RVC student surveys are anonymous, and no student will be identifiable from any results or reports produced. To protect anonymity and ensure valid results a minimum of three respondents are required to administer/analyse a survey.

3.1.1 RVC Module Survey

Administration

Each module is evaluated annually. Surveys are administered through the RVC's online survey system and are normally issued on the date of the last face to face teaching session for the module.

A standard survey is issued by the Teaching Quality Committee to evaluate modules within the BVetMed, FdSc/BSc Veterinary Nursing, BSc and MSci Biosciences, Graduate Certificate in Advanced Veterinary Nursing and all ~~Postgraduate courses~~ ~~Postgraduate courses~~

Summaries of survey results will be retained by the Academic Quality Office in a form such that they can be used in appraisal and offered as evidence in promotion applications, Institutional Audit, quality assessment and accreditation.

3.1.2 RVC Strand Survey

Administration

From 2022/23, the following strand surveys will be conducted:

- 1 survey with Year 1 at the end of term 1 to gather feedback on all 1st visit strand teaching
- 1 survey for each strand during Year 1+2, normally at the end of all teaching
- 1 survey for each strand during Year 3+4, normally at the end of all teaching
- in addition, for:
- 'Principles of Science' to conduct a survey for each Year group, in relation to teaching received each term.
- 'Principles of Veterinary Practice/ Professional Studies' to conduct a survey for each Year group, in relation to teaching received each academic year.
- 'Population Medicine and Veterinary Public Health' to conduct a survey for Year 2, 3 and 4.

Surveys are administered through the RVC's online survey system and are normally issued on the date of the last face to face teaching session for the strand.

The results of surveys are returned to:

- Rotation Leader
- Rotations Director
- Chair of Teaching Quality Committee
- Rotation Leaders Head of Department

In addition, BVetMed Intra-Mural Rotations are evaluated by means of a 'Rotation Evaluation Forum' held twice per annum, once mid-year and once after the rotation session has ended. Students are invited to attend and give an evaluation on this part of the BVetMed

3.1.7 RVC Employer Survey

Administration

3.3 External student surveys

3.2.2 Postgraduate Taught Experience Survey (PTES)

The RVC participates in the annual Postgraduate Taught Experience Survey (PTES) which is run by the Advance HE together with the RVC.

The survey gathers views from postgraduate students on a number of areas including their experience of learning and teaching, supervision, infrastructure, skills and personal development and professional and career development. The survey aims to identify areas where further enhancements can be made to programmes.

All postgraduate students are contacted annually via email between February and June and asked to complete an online survey.

During the Autumn term the results are considered and college-wide themes identified by the External Student Surveys Results Working Group. Subsequently, the relevant Course Director(s) respond to low scores through their completion of the standard Annual Quality Improvement Report. Their responses to the survey are approved by the TQCs' 'Annual Quality Improvement Group' (see Academic Quality procedure for '[Reviews of modules, TLiHE and BVetMed: Strands/Rotations/ Electives and Research Project 2](#)').

3.2.3 Postgraduate Research Experience Survey (PRES)

The RVC participates in the annual Postgraduate Research Experience Survey (PRES) which is run by Advance HE together with the RVC.

The survey gathers views from postgraduate research students on a number of areas including their experience of learning and teaching, supervision, infrastructure, skills and personal development and professional and career development. The survey aims to identify areas where further enhancements can be made.

All postgraduate research students are contacted annually via email between February and May and asked to complete an online survey.

During the Autumn term the results are considered by the Research Degrees Committee in order to identify issues and required responses/actions to be taken.

3.2.4 Barometer Survey

The RVC participates in the Barometer Survey on an ad-hoc basis as decided by the Teaching Quality Committee. The Barometer Survey is run by research company, I-Graduate.

The survey gathers views from all students, both international and domestic, on a number of areas including their experience of pre-arrival at the RVC, induction, teaching and learning, living and student support.

The results are considered by RVC Student Development Committee, responsible for student support services, in order to identify any college wide issues and required responses/actions to be taken.

3.2.5 Graduate Outcomes Survey

The Graduate Outcomes survey is a national survey which captures the perspectives and current status of graduates. All graduates who completed a higher education course in the UK after August 2017 will be asked to take part in the survey 15 months after they finish their studies.

The survey is delivered by HESA (Higher Education Statistics Agency). HESA has delivered a survey of graduates since 1994/95 under the name of Destination of Leavers from Higher Education (DLHE). DLHE captured the 'destinations' (what graduates did after education) of millions of graduates over the years. In 2016, HESA carried out a full review and as a result, created the Graduate Outcomes survey.

The results of the survey are shared with Course Directors to respond to through completion of their 'Annual Quality Improvement Reports' (see Academic Quality Procedure for '[Annual Quality Improvement Reporting](#)').

4. Associated documents and procedures

4.1 RVC survey templates

- RVC Module/Strand student survey
- Undergraduate RVC Experience survey
- Teaching and Learning in Higher Education survey
- RVC Graduate Survey (recent graduates - 1 year post graduation)
 - BVetMed
 - FdSc Veterinary Nursing
 - BSc Veterinary Nursing
 - BSc/MSci Biosciences
 - Graduate/Postgraduate Certificate Advanced Veterinary Nursing
- RVC Employer Survey (employer of recent graduates – within 5 years post graduation):
 - BVetMed
 - FdSc Veterinary Nursing
 - BSc Veterinary Nursing
 - BSc/MSci Biosciences
 - Graduate/Postgraduate Certificate Advanced Veterinary Nursing