

Approved by AB 29 April 08

Quality Assurance and Enhancement Calendar 2008-9

	Michaelmas Term	Hilary	Trinity	Long vacation
Enhancement of Provision	New course proposals Identification of academic Objectives for the year	Complete changes in regulations for following year		
Quality of Teaching	Staff Development Day	Staff Development Day Appointment of tutors to the part time tutors panel	Staff Development Day Teaching Awards Scheme	
Quality of Course	Boards of Studies report to EPSC with External reports and responses	Boards of Studies report to EPSC with External reports and responses	Report to AB and CEB:issues from BoS meetings and action TALL to review on-line PP courses 3 yrs after start of each course, amendments to be made in Long Vac Updates of course material	Handbook publication
Assessment Procedures	Examiner meetings		Examinations Nomination of examiners to CEB Arrangements for following year	Examinations
Regular reports	Report to Proctors on numbers of appeals, extensions and intermissions		QA template to be submitted PGT templates to be submitted	HESA return