

Report production schedule: Educational Oversight - monitoring visit

Provider: Schumacher College (Dartington Hall Trust) **Date(s) of visit:** 13/12/2018
QAA Officer: Dr Neil Casey

Week(s) after visit	Draft	Due date	Actual date	Progress of the report	Responsibility	Comments
0		13/12	13/12	<ul style="list-style-type: none"> On-site visit to the provider. 	QAA Officer/ Reviewer	
1	1	19/12	19/12	<ul style="list-style-type: none"> Reviewer (with support from the QAA Officer) creates Draft 1 of the report using the report template from method site. Reviewer/QAA Officer updates the production schedule. 	Reviewer/QAA Officer	
2	2	4/1	8/1	<ul style="list-style-type: none"> QAA Officer edits report and informs the outcome to a moderation meeting. QAA Officer informs Reviewer of moderation outcome and any feedback. 	QAA Officer/ Reviewer	
3	3	9/1	9/1	<ul style="list-style-type: none"> QAA Officer finalises Draft 3 and emails it to provider and awarding body/ies and/or awarding organisations for checking. 	QAA Officer	
4	3	21/1		<ul style="list-style-type: none"> Provider returns comments on factual accuracy, incorporating any comments from awarding partner(s), to the QAA Officer. 	Provider	
5	4	28/1		<ul style="list-style-type: none"> QAA Officer (and Reviewer) consider comments from the provider and produces Draft 4. QAA officer alerts Marketing & Production (MAP) by emailing reports@qaa.ac.uk. 	QAA Officer/ Reviewer	
6	Final	30/1		<ul style="list-style-type: none"> MAP undertakes proofread MAP publishes report on QAA website. MAP emails provider with publication notification and details of Quality Mark/Review Graphic eligibility. 	MAP	



Educational Oversight: report of the monitoring visit of Schumacher College (The Dartington Hall Trust), December 2018

1 Outcome of the monitoring visit

From the evidence provided in the annual return and at the monitoring visit, the review team concludes that Schumacher College (The Dartington Hall Trust) (the College: the Trust) is making acceptable progress with continuing to monitor, review and enhance its higher education provision since the November 2017 [Monitoring visit](#).

2 Changes since the last QAA monitoring visit

1 Schumacher College (the College) offers three postgraduate programmes validated by the University of Plymouth (the University): MSc Holistic Science, MA Ecological Design Thinking, and MA Economics for Transition. In December 2018, there were 39 (all full-time) student enrolments compared with 37 (36 full-time and one part-time) students enrolled in 2016-17. The College limits recruitment to no more than 17 students per programme. There are currently three full-time (including the Head of College) and nine fractional and part-time academic staff. **[001; 002]**

2 The College's Principal resigned in May 2018 and an Acting Principal is in place. The College is currently undergoing a restructure intended to align its aims and strategy more closely with those of Dartington Hall Trust, the charity which owns and operates the 1,200-acre estate on which the College buildings are located. The Trust is convening the Dartington Learning Executive with a view to improving the organisation and delivery of educational provision across the Trust. **[001; 002]**

3 Findings from the monitoring visit

3 The College has made acceptable progress against its action plan following its 2016 Higher Education Review (Alternative Providers) (HER AP) and the 2017 monitoring visit. It has continued the good practice identified in the review relating to building on the relationship with the University of Plymouth; the involvement of visiting speakers; and the community ethos underpinning the College (paragraph 4). While progress was made in dealing with the recommendation to extend the peer observation process, the College's initial response has been reviewed and an alternative approach is being implemented (paragraph 6). The College has continued to successfully develop its work on the affirmations relating to the development and implementation of the College Development Handbook, and the use of marking rubrics (paragraph 5).

4 Good practice identified at the HER (AP) has been maintained since the last monitoring visit. The relationship with the University remains strong and supportive, with regular dialogue and interaction between the two institutions, as well as University staff giving lectures at Schumacher. **[073, 076, M2]** The College continues to attract visiting experts who enhance the student learning experience, while the community ethos provides academic and personal support enhancing students' professional potential. **[063, 073, M1, M2]**

5 The College has addressed the affirmations from the HER (AP). A handbook for the design and development of new programmes was introduced from January 2018, and the approach to marking rubrics reviewed and amended from August 2017. Students were clear about the relationship between learning outcomes and assignment requirements. **[055, 056, M1, M2]**

6 The recommendation to 'extend the peer observation process across and between all programmes to facilitate the sharing of good practice' generated the development and implementation of a peer-review process in October 2017. However, staff feedback considered at the Postgraduate Quality Committee in April 2018 suggested that the process felt cumbersome and overly bureaucratic. Following further discussion, a new approach was developed for introduction in October 2018. The aim is for all permanent teaching staff to undertake peer review. Initial findings from staff are that the new approach is more supportive and positive. The intention is to evaluate findings from the observations at the new Academic Quality and Standards Committee (AQSC) to inform staff development and encourage the sharing good of practice. **[001, 059, 063, 065, 067-069, 073-075, 094, M2]**

7 Since the last monitoring visit, and as noted at paragraph 2, the College has recognised a need to formalise and document its decision-making structures and quality assurance policies within the wider context of the Dartington Hall Trust. In discussion with the Trust, the College has commenced the introduction of a new committee structure, with a revised set of responsibilities and lines of accountability. The aim is to develop a new approach to quality assurance and enhancement, as well as to determine, monitor and review targets and action plans. Teaching and Learning Committee, Research and Enterprise Committee, and AQSC have been constituted with inaugural meetings agreeing terms of reference. It is intended that the Committees will report to an Academic Board. However, the Academic Board has yet to be constituted or agree terms of reference. **[M2, 070, 071, 094, 095-100]**

8 The College's approach to recruitment and admissions is sound. The detailed Admissions Policy, supported by an Admissions Procedures document, sets out requirements for admission which are also publicised on the website. These are reviewed on an annual basis to ensure that they remain fit-for-purpose. **[001, 007, 008, 048-053, M2, <https://www.schumachercollege.org.uk/courses/postgraduate-courses/making-an-application>]** Policy has been developed with reference to the UK Quality Code for Higher Education (the Quality Code) Chapter B2 as well as Supporting Professionalism in Admissions (SPA) good practice. **[001, 003, 005, M2]**

9 All prospective students are required to have an interview to assess suitability and capacity for study at Master's level. They are also required to submit a personal statement and, in some cases, an additional piece of written work. International applicants from outside the UK and European Union (EU) (Tier 4) must submit a certificate to prove they have met the standard required by UK Visas and Immigration. Students are expected to achieve IELTS Academic, scoring 6.5 overall, with a minimum 5.5 for each component. EU applicants for College programmes are given the option to provide an alternative test taken within the last 2 years, with the College currently accepting the Pearson Test of English Academic. **[001, 024-028, 048-051, 053, M1, M2]** Students confirmed that the College's approach to admissions and recruitment was clear and transparent, and that they felt supported through the entire process. **[M1, M2]**

10 The College's approach to assessment is fully aligned to the University's Assessment Policy. While there is an awareness that the Quality Code has recently been updated, the College's current approach to assessment was designed with reference to Chapter B6 of the previous Quality Code. **[054, 056, 057, 059, 078-081, M2]** Assignment requirements, including learning outcomes and assessment criteria, are made clear to

students in briefing documents. Formative assessment takes place through individual and peer tutorials. Students are made fully aware of the consequences of plagiarism and confirmed that they are clear on what is expected of them from an assignment. **[055, 056, 059, M1]** Students are appreciative of supportive and constructive assessment feedback. A College requirement for assignments to be returned to students within 20 working days is met. If further feedback is required, students meet with staff individually for further explanation of feedback and grading. **[057, M1, M2]**

11 The College has experienced a small increase in recruitment from 37 to 39 students for the 2018-19 academic year, and despite a fall in applications, all programmes are over-subscribed. Retention on all programmes is strong at 100%. Completion rates are also high, with the 2017-18 cohorts achieving 100% pass rates, with the exception of MA Economics for Transition, which had a 92% completion rate (1 student from a cohort of 13). **[002, 059, M2]**

4 Progress in working with the external reference points to meet UK expectations for higher education

12 There has been continued engagement with the Expectations and Indicators of the UK Quality Code for Higher Education (the Quality Code) to provide guidance on development of policies and procedures. The College is aware of the recent update to the Quality Code, and proposes, in consultation with the College's awarding bodies, to engage in a mapping exercise to ensure policies, systems and processes are aligned with the revised Code. **[003, 030, 042, 047, 054, M2, 005]**

13 As noted, in the development and revision of its Admissions Policy, the College has utilised the Quality Code but also sought feedback and advice from Supporting Professionalism in Admissions (SPA). **[005, M2]**

5 Background to the monitoring visit

14 The monitoring visit serves as a short check on the provider's continuing management of academic standards and quality of provision. It focuses on progress since the previous review. In addition, it provides an opportunity for QAA to advise the provider of any matters that have the potential to be of particular interest in the next monitoring visit or review.

15 The monitoring visit was carried out by Mike Slawin, Reviewer, and Dr Neil Casey, QAA Officer, on 13 December 2018.

6 List of evidence

(This will be deleted before publication)

- 001 Schumacher College Annual Return 2018
- 002 Schumacher College Data Return 2018
- 003 Chapter B2 Mapping against the Quality Code
- 004

<https://www.schumachercollege.org.uk/sites/default/files//PGT%20Admission%20Policy%202017%20Year%20of%20Entry.pdf>

- 005 SPA Feedback 2017 Admissions Policy
- 006 Policy – Non-refundable Deposit
- 007 Admissions Procedures 2017
- 008 Admissions Process Flowchart
- 009 NARIC database screenshot

- 010 <https://www.schumachercollege.org.uk/courses/postgraduate-courses/international-students-information>
- 011 E4T Matrix Assessment - Applications 2017_18
- 012 EcoDT Interview Template 2017_18
- 013 Offer of a place email – Schumacher College
- 014 Template Tier 4 Offer Letter 2017_18
- 015 Student Contract 2017 -18
- 016 Key Terms of Student Contract 2017-18
- 017 Accommodation Agreement 2017
- 018 Bursary and Scholarship Panel Minutes 02/05/2017
- 019 E.F Schumacher Scholarship Decision Sheet 2017_18_JD
- 020 <http://www.chevening.org/partners/universities/Schumacher>
- 021 <https://www.postgraduate-funding.com/>
- 022 <https://www.schumachercollege.org.uk/courses/postgraduate-courses/making-an-application>
- 023 Programme Committee Agenda
- 024 TRF system IELTS screenshot
- 025 <https://www.schumachercollege.org.uk/courses/postgraduate-courses/ecological-design-thinking/ecological-design-thinking-application-admissions>
- 026 <https://www.schumachercollege.org.uk/courses/postgraduate-courses/holistic-science/holistic-science-application-admissions>
- 027 <https://www.schumachercollege.org.uk/courses/postgraduate-courses/economics-for-transition/economics-for-transition-application-admissions>
- 028 <https://www.schumachercollege.org.uk/courses/postgraduate-courses/supporting-documentation>
- 029 Open Day at Schumacher College e-mail
- 030 Chapter B8 Mapping against the Quality Code
- 031 MA Economics For Transition Action Plan 2017
- 032 MSc Holistic Science Action Plan 2017
- 033 MA Ecological Design Thinking Action Plan 2017
- 034 JBS Minutes 17-01-17
- 036 JBS Agenda 17-01-17
- 037 <http://www.uwtsd.ac.uk/academic-office/academic-quality-handbook/>
- 038 Qualitative Module Feedback
- 039 Quantitative Module Feedback
- 040 EE Report and Response Economics for Transition
- 041 EE Report and Response Ecological Design Thinking
- 042 Chapter B5 Mapping against the Quality Code
- 043 Student Induction Timetable
- 044 PPG, PCM and JBS timetabled dates 2017-18
- 045 Postgraduate Teaching Support Volunteer Description
- 046 FHEQ Qualifications Frameworks
- 047 Ch B2 Mapping against the Quality Code
- 048 Admissions Policy
- 049 Admissions Policy – Website version
- 050 Admissions Procedures 2018
- 051 Admissions Process Flowchart
- 052 NARIC database screenshot
- 053 International Students_ Schumacher College
- 054 Ch B2 Quality Code – Assessment of Students
- 055 Module briefing example EDT
- 056 Turnitin support for Partnership working_Sep 14
- 057 Marking and Moderation Policy
- 058 2018 Disclosure Form
- 059 Annual monitoring CORRECT version 2018

- 060 Annual monitoring indicative schedule Schumacher College
- 061 Appendices Schumacher College
- 062 Schumacher College email
- 063 Schumacher College HER AP 2017
- 064 Schumacher College Annual monitoring Nov 2017
- 065 Module Leaders Peer Review 2017-18
- 066 Quality Committee minutes 23-04-18
- 067 2017 Peer-to-Peer Review forms
- 068 Draft Peer Review schedule
- 069 Schumacher College teaching observation
- 070 AQSC Terms of Reference
- 071 AQSC November 2018 agenda
- 072 Schumacher College peer review response
- 073 Schumacher College action plan (submitted 26 November)
- 074 Revised Schumacher College Teaching Observation paperwork
- 075 Schumacher College, specific response to QAA on teaching observations
- 076 Prof Michael Punt, Transtechnology Research, Plymouth University
- 077 Insessional English Language support offered by Plymouth University
- 078 Guidance Notes on designing programmes and modules
- 079 Example marking rubric from Economics for transition Programme
- 080 Example marking rubric from Eco Design Thinking Programme
- 081 Example marking rubric from Myth & Ecology Programme
- 082 Agenda for Joint Board of Studies: January 11th 2019
- 083 Minutes from previous Joint Board of Studies
- 084 Programme Committee Minutes – MA Economics for Transition
- 085 Programme Committee Minutes – MA Ecological Design Thinking
- 086 Programme Committee Minutes – MSc Holistic Science
- 087 External Examiner Report – MA Ecological Design Thinking
- 088 External Examiner Report – MA Economics for Transition
- 089 External Examiner Report – MSc Holistic Science (programme did not run in 2017-2018)
- 090 Programme Action Plan for 2018-2019 – MSc Holistic Science
- 091 Programme Action Plan for 2018-2019 – MA Ecological Design Thinking
- 092 Programme Action Plan for 2018-2019 – MA Economics for Transition
- 093 Schumacher College (Dartington Learning Executive) Institutional Action Plan 2018-2019
- 094 Schumacher College “Dashboard Data” (recruitment; retention; gender/ethnicity for 2017-2018 and 2018-2019)
- 095 Teaching and Learning Committee ToR
- 096 AQ&S Committee ToR
- 097 R&E Committee ToR
- 098 Teaching and Learning Committee minutes, 27-11-18
- 099 AQSC 1 minutes
- 100 REC minutes, 20-11-18
- M1 Meeting with students
- M2 Meeting with staff

QAAXXXX - RXXXX - Mmm YY

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