

## **TERMS OF REFERENCE FOR A FACULTY REVIEW PANEL**

The Faculty Review Panel is established to review, examine, evaluate, comment and report on the quality of the Faculty, and to make recommendations for its improvement and development. The Faculty Review Panel must conduct scrutiny of relevant documents and materials, and make a formal visit to the Faculty in connection with the Faculty Review, interviewing members of the Faculty, and, provide a formal report on the Faculty, included in which are recommendations for improvement to the Faculty. The Faculty Review Panel must review the quality, scope, focus, direction and coverage of the all the Faculty's activities, including: leadership and management; teaching (undergraduate and postgraduate); learning; staff-related and student-related matters; research activity, training and outcomes; publication; supervision; internal and external relations; quality assurance; development and strategic planning; and internationalization. These are all in respect of:

- how, and how well, the Faculty meets its own and the university's mission and strategy;
- how effectively the Faculty meets its stated aims and objectives, and the evidence that the Faculty uses to evaluate its own achievement of these;
- the quality of the Faculty and its achievement of intended outcomes for staff and students;
- the quality of the work of the Faculty, and the mechanisms and procedures to assure and enhance these;
- the quality of the programs, research, teaching, learning, supervision and publication in the Faculty;
- the quality of the awards gained by students;
- admission, retention, progression, and achievements of the staff and students in the Faculty, and how these can be improved;
- the quality of the staffing of the Faculty and their suitability for the programs and courses that they teach;
- workloads of the staff;
- the quality of the resources, support and training for teaching, research, publication and learning that are provided by the Faculty;
- links that the Faculty makes to outside parties, and the public information that is provided on the Faculty;
- the quality of the leadership and management of the Faculty;

- the quality of the quality assurance mechanisms and procedures of the Faculty;
- the standards reached by staff and students and the strategies to review and improve these;
- the comparability of standards of achievement with those elsewhere;
- student representation and support in the Faculty;
- the quality of the Faculty's self-evaluation, review and development;
- strategic planning and action planning in the Faculty;
- staff recruitment, retention and development ;
- gathering, commenting on and acting on students' views and experiences in the Faculty;
- administrative support in the Faculty;
- strengths and weaknesses of the Faculty;
- identifying areas for development and improvement in the Faculty and the terms of an action plan to achieve these.

The Faculty Review Panel reports to the Learning and Teaching Committee and to the Faculty Board.