

### **3 CONTINUOUS QUALITY MONITORING**

Procedures ensure that regular, systemic monitoring and evaluations of research programmes are carried out across the institution.

#### **3.1 Ownership**

Procedures in place identify the ownership of quality monitoring of research degree programmes at both provider management level and discipline level.

#### **3.2 Data**

Data collection related to research degree programmes and decisions on what is recorded, how and by whom, are managed at a high level within the provider. Systems are in place to capture and maintain quantitative data on research degree programmes. Access to relevant basic numbers and statistics is available to relevant stakeholders.

#### **3.3 Linkage of data to quality improvement**

Procedures for the use of data, statistics, records and outcomes of reviews relating to research degree programmes are supported by management and established as essential to effective governance and good decision-making, risk assessment and continuous quality improvement.

#### **3.4 Tracking individual students**

Research student information systems facilitate the tracking of individual students through all stages of registration, transfer, monitoring and examination and assessment. Their participation in formalised training is monitored and any sanctions in place for non-attendance are known in advance to students.

Reliable and robust procedures are in place for the systematic monitoring and tracking of the progress of research students with a view to identifying, for example, any issues relating to satisfactory supervisory arrangements or facilities or difficulties relating to students working remotely from the main campus or overseas.

Records of all supervisor and examiner appointments are available to officers making decisions on specific supervisor and examiner nominations or confirmations.

#### **3.5 Monitoring of trends and issues**

Procedures are in place across the provider for:

- monitoring the consistency of eligibility requirements applied across the provider including procedures for the recognition of accredited and non-accredited prior learning
- systematic monitoring of provider level trends in the progress of research students, including completion rates and times to progress through key stages of the research degree

- the recording and periodic analysis of all supervisor and examiner appointments, including the frequency of appointment
- monitoring the careers of research graduates, for so long as this is feasible

Feedback from enrolled students, graduates and non-completing students is sought and recorded.

This feedback is supplemented with feedback from industry collaborators, employers, funding agencies, project sponsors, internal and external examiners and other supporting/administering staff and core national and international partners and collaborators.

While respecting confidentiality and anonymity, procedures are in place to record information on substantive matters raised by research students and others, with the objective of identifying and addressing ongoing recurring issues arising from supervision, examination, facilities, research practices or processes.

### **3.6 Monitoring assessment**

The monitoring arrangements in place for research degree assessment are robust, formal and applied consistently across the provider for all research degrees.

Regular reviews of the effectiveness of assessment procedures, involving research students and graduates, are undertaken by the provider, including:

- benchmarking with those used in other research providers and
- periodic reviews of research theses in each broad discipline/research area with the objectives of evaluating the ongoing quality of research theses and ensuring continuous high standards.

### **3.7 Managing and monitoring partnership and collaborations**

Procedures for ongoing monitoring and review are core features of all collaborative and partnership arrangements for research programmes and related services. These apply to joint awarding relationships; work placements; off-campus delivery; transnational provision; employer partnerships and other scholarly institutions. Any of these partnerships may be national or international.

### **3.8 Periodic review**

Procedures are in place to carry out reviews of research degree programmes at intervals not exceeding five years. Review teams include international and national experts, representatives of employers and recent research graduates. The provider is open to external evaluations that cover its research degree programmes. The outcomes of institutional monitoring and review areas are considered at the level of institutional governance. Decisions on appropriate responses and actions are timely and are followed up.