

LEO BAECK COLLEGE

ACTION PLAN FOLLOWING THE HE REVIEW (ALTERNATE PROVIDER)

FINDINGS	ACTIONS TO BE TAKEN	DATE FOR COMPLETION	ACTION BY	SUCCESS INDICATORS	PROGRESS
<p>AFFIRMATION</p> <p>1. The work being undertaken in the quinquennial review to increase the synergy between the academic and vocational action elements of the programme (enhancement).</p>	<p>A sub-group of the SMT and the Review Team are meeting regularly to manage the agenda for the Quinquennial Review. (Dates of meetings of the Review Team so far: 27/04/17; 08/06/17</p> <p>Curriculum Review Workshops taking place on: 19/06/17;</p>	<p>Completion of the whole review by May 2018</p>	<p>Head of Vocational Studies supported by members of SMT and the Review Team</p>	<p>Revision of vocational module descriptors and preparation of new handbooks.</p> <p>Revision of the way placements are conducted. Revised guidance to placements, providers and students regarding placements.</p> <p>Work on synergy between the</p>	<p>Regular reporting to the Academic Board on the progress of the Review.</p> <p>Approval of the Review recommendations by the Academic Board</p> <p>Implementation by relevant parties to be determined.</p>

	<p>26/06/17: Collection of feedback from students and faculty, alumni, lay leaders, representatives of other faith, etc. on existing provision. + Blue sky thinking on synergies between vocational modules, placements, competencies</p> <p>Completing action on legal requirements concerning health and safety at placements.</p> <p>Amendment of College regulations following review</p> <p>Review of current Rabbinic tutorial</p>		<p>Head of Vocational Studies and Head of Academic Services</p> <p>Head of Academic Services</p> <p>Head of Vocational Studies and Head</p>	<p>academic and vocational programmes has achieved.</p> <p>Health and Safety legal requirements completed</p> <p>Amendment of LBC regulations concerning assessments.</p> <p>Reworking of</p>	
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	process and implementation of changes.		of Academic Services	rabbinic tutorial process completed and tutors inducted into the process. New Guidance provided in handbooks.		
RECOMMENDATIONS	<ul style="list-style-type: none"> • Ensure that the formal annual review of the Haifa component is included in the annual monitoring report of the programme as a whole (Expectations B8 and B10). 	Include in the Annual Monitoring Report to MDX a review of the Haifa component based on: reports to the Academic Board, student feedback, student results, feedback from the Director of the Israel programme, review by the External Examiner of a sample of work to ensure	Annual Report to be prepared by 30 September 2017	Head of Academic Studies /Dean	Completing the Review as part of the Annual Monitoring Report	Response to the Annual Monitoring Review from MDX

	<p>comparability of standards.</p> <p>Ask the External Examiner to formally agree the mapping arrangements between Haifa and MDX/LBC grades.</p>	<p>Review by External Examiner completed by July 2017</p>	<p>Head of Academic Studies</p>	<p>Approval by External Examiner</p>	<p>Use the approved scale to convert Haifa University grades into LBC/MDX grades for the Assessment Board.</p>
<p>• Ensure that external examiners receive draft examination papers in advance in line with awarding body regulations (Expectation B7).</p>	<p>Take action to get the message across to faculty by:</p> <p>a. Announcing the change in procedure at meetings of the Course Teams and the Academic Board</p> <p>b. Writing to all tutors whose modules include examinations explaining the new process</p> <p>c. setting a due date by which all tutors are to send</p>	<p>Actions 'a' - 'd' to be completed by Examinations Week June 12th</p> <p>Item 'e' to be completed by July 2017</p>	<p>Head of Academic Services</p>	<p>All examination papers are submitted by May 22nd and sent to the External Examiners for approval</p> <p>Updated Assessment regulation to be approved by the Academic Board on July 20th</p>	<p>Process is embedded and reflected in the reports of the External Examiners</p>

	their exam papers to the Head of Academic Services d. Informing the External Examiners of this new task e. Updating the College's regulations on Assessments.				
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