



UNIVERSITY OF  
PORTSMOUTH

# GLOSSARY

## Annual Monitoring Pilot: 2018/19

This document outlines common terms used in connection with the annual monitoring process.

Acronym	Description
ASQER	<b>Annual Standards and Quality Evaluative Report:</b> Annual report compiled by course leaders, Heads of Department, collaborative partners (Partner Academic Contact, University Academic Contact), Faculty Research Degree Co-ordinators and the Director of the Graduate School. The ASQER will be replaced by the EQuIP across the University once the revised annual monitoring policy is rolled out in full.
ASQP	<b>Academic Standards, Quality and Partnerships:</b> The unit within DSAA that is responsible for co-ordinating the annual monitoring process across the University
BI Dashboards	<b>Business Intelligence Dashboards:</b> The means through which the University provides groups of staff (usually defined by role) with access to at-a-glance views of data relevant to particular objectives or business processes, often to assist colleagues in analysing and monitoring achievement against key performance indicators.
DLHE	<b>Destination of Leavers of Higher Education survey:</b> a national survey that collects information on what all leavers from higher education courses are doing six months after qualifying from their HE course. To be replaced by the graduate outcomes survey, with the first survey of graduates planned to take place in December 2018, and the first data to be published in spring 2020.
DSAA	<b>Department of Student and Academic Administration:</b> The central University department that creates and operates high-quality, effective and efficient administrative services for the University.
EQuIP	<b>Enhancement and Quality Improvement Plan:</b> The action planning template to be completed by course leaders, Heads of Department and Associate Deans (Academic) at different stages of the annual monitoring process.
FESEC	<b>Faculty Education and Student Experience Committee:</b> Faculty committee that receives the Faculty EQuIP.
FQR	<b>Faculty Quality Review meeting:</b> Meeting convened to consider all courses with three or more red indicators.
FVO	<b>Faculty Validation Officer:</b> Staff located within Faculties with responsibility for supporting colleagues participating in the annual monitoring process. They are the primary conduit between ASQP and academic departments. <i>Note: one Faculty has a Quality Assurance Manager undertaking this role, rather than an FVO.</i>
NSS	<b>National Student Survey:</b> The NSS is managed by the OfS on behalf of the UK funding and regulatory bodies, and aims to provide information on students' opinions on the quality of their courses that helps to inform prospective students' choices, provide data that supports institutions in improving the student experience, and supports public accountability.
OfS	<b>Office for Students:</b> The regulator for higher education in England. The primary aim of the OfS is to ensure that English higher education is delivering positive outcomes for students – past, present and future. It seeks to ensure that students from all backgrounds (particularly the most disadvantaged) can access, succeed in, and progress from higher education.

Acronym	Description
PMR Dashboards	<b>Performance Monitoring and Review Dashboards:</b> These are the means through which the University provides programme monitoring and review data to support the extant annual monitoring process.
PSRB	<b>Professional, Statutory and Regulatory Bodies:</b> PSRBs set and monitor the standards, content, and/or outcomes of courses leading to professional accreditation, licence to practise (for professions regulated by law), and/or exemption from membership requirements for specific professional organisations.
QAC	<b>Quality Assurance Committee:</b> University Committee that receives all Faculty EQUiPs and the ASQP annual report.
QuAD	<b>Quality Assessment Dashboards:</b> These are the means through which the University is providing data on demand, student experience, progression and withdrawals, achievement and student outcomes to support the pilot annual monitoring process.
RAG	<b>Red-Amber-Green rating:</b> A method of rating for issues or status reports, based on Red, Amber (yellow), and Green colours used in traffic lights.
SMART actions	<b>Specific, Measurable, Appropriate/Achievable, Realistic and Time-Restricted actions:</b> SMART is a mnemonic acronym, giving criteria to guide in the setting of objectives, for example in project management, employee performance management and other action planning.
TEF	<b>Teaching Excellence and Student Outcomes Framework:</b> The TEF is a national exercise, introduced by the government in England, that aims to assess excellence in teaching at universities and colleges, and how well they ensure excellent outcomes for their students in terms of graduate-level employment or further study.