

## **Collaborative Partnerships Student Feedback Visit Prompts**

Student feedback visits should be undertaken by the Link Tutor at least once per session as part of annual quality monitoring and they should liaise with the partner at the start of the academic session to identify a suitable date to conduct the visit.

This template can be used as a prompt for the Link Tutor to record student feedback on DMU programmes delivered at partner institutions. It is not compulsory to use this form if you have captured the feedback via another method.

Notes from feedback meetings with students should be incorporated into the <u>Annual Link Tutor Report</u> and the Programme Approval and Enhancement (PAE) document.

Please see <u>Section 2</u> in the <u>Guide to Managing Collaborative Provision</u> and the <u>Annual calendar of quality monitoring activities for collaborative provision</u> (AQM).

| To cover academic session:              |     |  |  |
|---|-----|--|--|
| Partner institution:                    |     | Programme(s):  |  |
| Date of meeting:                        | / / | Name of Link Tutor:  |  |
| Approximate number of students present: |     | Student constitution present (e.g. mixture of levels, study mode): |  |

Update on actions following feedback from the previous student meeting

| To be completed BEFORE the meeting with students. It is good practice to share with students what actions were taken as a result of previous feedback meetings in order to reinforce to students that their opinions matter, are listened to and are acted upon. |  |  |
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| Prompts for discussion  | Views to report   |
|---|-------------------|
| The teaching on my course   |                   |
| My course is intellectually stimulating   | General comments: |
| 2. Staff are approachable and enthusiastic about what they are teaching   | Action points:    |
|   |                   |
| Learning opportunities  |                   |
| 3. My course has provided me with opportunities to explore ideas or concepts in depth and has provided me with opportunities to apply what I have learnt. | General comments: |
|   | Action points:    |
| Assessment and feedback   |                   |
| <b>4.</b> Feedback on my work is given within the agreed timescales.  | General comments: |
| <b>5.</b> The criteria used in marking have been clear in advance.  |                   |
| <b>6.</b> I have received helpful comments on my work.  | Action points:    |
|   |                   |
| Academic support  |                   |

| 8.  | support with my studies and academic choices and have been able to contact staff when I needed to.  I have been well supported in my studies by my personal tutor. | Action points:    |
|-----|--|-------------------|
|     |  |                   |
| Lea | rning resources  |                   |
|     | The library resources, including those at DMU, (e.g. books, online services) have supported my learning well.  | General comments: |
| 10. | I have been able to access course-<br>specific resources (e.g.<br>equipment, facilities, software,<br>collections) when I needed to.                               | Action points:    |
| 11. | I have access to good spaces for quiet study and/or group work.  |                   |
| Per | sonal development  |                   |
| 12. | My course encourages my personal development.  | General comments: |
|     |  | Action points:    |
| Stu | dent voice   |                   |
|     |  |                   |

**General comments:** 

7. I have had sufficient advice and

| <ul><li>13. I have had the right opportunities to provide feedback on my course and staff value my views and opinions.</li><li>14. It is clear how students' feedback on the course has been acted on.</li></ul> | General comments:  Action points: |
|--|-----------------------------------|
| Learning community   |                                   |
| <b>15.</b> I feel part of a community of staff and students and have been able to work with other students as part of my course.   | General comments:                 |
| <b>16.</b> I feel part of De Montfort University.  |                                   |
|  | Action points:                    |
| Organisation and management  |                                   |
| 17. The timetable works efficiently and any changes in the course have been communicated effectively.  | General comments:                 |
| <b>18.</b> Overall, I am satisfied with the quality and organisation of the course.  | Action points:                    |
|  |                                   |
| My programme   |                                   |
| 19. The best thing about the programme/modules I have studied has been   |                                   |
| <b>20.</b> The one thing that would make the programme/modules I have studied better is  |                                   |