*This document provides a template for the review panel report arising from a periodic review of postgraduate research degree provision. Its structure follows that of the evaluative report produced by the unit under review to inform the review process. Further prompts as to potential content are to be found in the template for the review and evaluation report and in Annexes 1 and 2 of this document. Although each panel member will normally be asked to focus on a number of specific areas from A-N, the final report should represent the panel’s agreed synthesis of the written evidence and their discussions with students, supervisors and others.*

|  |  |
| --- | --- |
| Name(s) of Faculty(ies)/School(s)/Centre(s)/Institute(s)/Subject(s) under review: |  |
| Date of review event: |  |
| Titles and names of panel members, with roles and affiliations: |  |
| Titles and names and of staff and students interviewed by the panel, with roles and affiliations: |  |
| Date of review report: |  |

1. Progress with previous action plan

*Comment on the progress made with implementing the previous action plan.*

1. Performance indicators

*Comment on student satisfaction, completion times and non-completions.*

1. Supervision

*Comment on whether each student has an appropriately skilled and knowledgeable supervisory team, which includes a main supervisor as the key contact; whether supervisors are provided with sufficient time, support and opportunities to develop and maintain their supervisory practice; whether supervisory contact is sufficient, recorded and subject to known procedures should the student-supervisor relationship break down.*

1. Resources

*Comment on the availability and adequacy of library, computing and specialist resources.*

1. Research Culture/Environment

*Comment on the suitability of the research environment; the interaction of students with peers to facilitate the existence of a research community; the suitability of research students’ topics of research within research group settings; opportunities for research students to engage in peer support networks; support in developing student skills in research; access to development opportunities to contribute to the research’s student ability to complete the programme successfully; advice on career development.*

1. Admissions, progress and assessment

*Comment on whether students are admitted consistently and transparently in line with the requirements of the Research Degree Regulations and the Code of Practice for Research Students and Supervisors; whether students feel well-prepared for their programme of study; whether annual and stage progression monitoring processes are well-understood and effectively implemented; whether examination procedures are robust and the required standards understood and achieved.*

1. Responsibilities

*Comment on the governance of postgraduate research degrees in the unit (s) of review (encompassing* *admissions, progression, ethical considerations, examination, student representation), and whether the various parties understand their own roles and responsibilities and those of others.*

1. Research skills

*Comment on the suitability of research skills training in the review area to reflect students’ academic needs analysis (encompassing: research methodologies, tools and techniques, research integrity (good research practice, pursuit of ethical research, transparency, attributing the contribution of others, research misconduct), intellectual property, communicating research); the assessment of training needs throughout the period of the research programme; the suitability of discipline-specific research skills training; the use of training provided centrally by the Research and Doctoral Division; the take-up and impact of training.*

1. Professional development and opportunities

*Comment on the ways in which the review area plan for, implement and review students’ professional development, (encompassing: managing projects, communication, networking, employer links, teaching, careers guidance, advice and support).*

1. Wellbeing

*Comment on the pastoral support available to postgraduate research students which contributes to their wellbeing.*

1. Motivations, career intentions and preparedness, withdrawal indicators

*Comment on how students’ motivations, career intentions and reasons for withdrawal influence delivery of the provision.*

1. Provision of information to research students, staff and examiners

*Comment on the availability and effectiveness of the information and guidance available to students, staff and examiners, particularly at the level of the review area.*

1. Feedback

*Comment on the standard and quality of opportunities given to students, examiners and other stakeholders to provide feedback on their experience and response to it from the review area.*

1. Collaborative provision

*Comment on the effectiveness of the additional arrangements in place for any collaborative postgraduate research degree provision. Collaboration can include arrangements with approved Doctoral Centres, with other organisations, or via students conducting their research in other organisations, placements etc.*

1. Action plan

*Comment on the provisional action plan provided as a result of the evaluative report.*

1. Commendations

*Use this section to highlight areas of exceptionally good activity in the review area which should be shared with other parts of the University.*

1. Recommendations

*Use this section to highlight areas of improvement for the review area.*