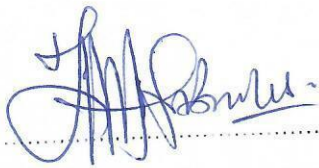


**ACADEMIC MONITORING AND REVIEW POLICY – LAW SCHOOL**

APPROVED DURING THE 36<sup>TH</sup> COUNCIL MEETING HELD ON 12<sup>TH</sup> DECEMBER 2024



CHAIRPERSON, UNIVERSITY COUNCIL



SECRETARY, COUNCIL

DECEMBER, 2024

## **1. Introduction**

Uganda Technology And Management University's School of Law's Academic Monitoring and Review Policy has been informed by the National Council for Higher Education (NCHE) Sector-Recognized Standards and the General Ongoing Conditions of Registration, and has regard to the Uganda National Quality Assurance Framework for Higher Education. These definitive reference points for all higher education institutions in Uganda set out how academic standards are established and maintained, and how excellence in the quality of learning opportunities is assured.

This policy sits within The School of Law's Quality and Standards Code, which provides a suite of policies designed to safeguard the academic standards of The School of Law and to assure the quality of learning opportunities offered; this policy should therefore be read in conjunction with other relevant policies within the code.

The School of Law (School under UTAMU) recognises that central to this policy is the School of Law's responsibility for the academic standards of all awards granted in its name, including apprenticeship programmes, and the quality of learning opportunities for **students\***. This policy sets out the framework of the School of Law's approach to Academic Monitoring and Review, including the expectations, key aims and principles, procedural approach and responsibilities for the implementation and monitoring and review of the policy.

## **2. Responsibility for this policy**

Ultimate responsibility for the development of clear and effective processes and procedures associated with the quality assurance and maintenance of standards of academic provision, and overseeing their application lies with the Academic Board.

## **3. Expectation**

The School of Law has in place effective processes for the routine academic monitoring and periodic review of programmes. This includes the collection and analysis of appropriate information to ensure the continued effectiveness of the strategic approach to and enhancement of learning opportunities and teaching practices.

*\*The term student refers to all individuals undertaking study at or training through the University including undergraduate, postgraduate, face to face and online students; and apprentices.*

## **4. Key aims and principles**

Monitoring of academic performance takes place, irrespective of whether credit or qualifications are awarded, and includes learning delivered by all partners.

The School of Law:

- i. Ensures that its academic provision remains current and coherent, provides educational challenge, is effectively delivered and helps students develop relevant skills, remains valid in light of developments in research, professional practice, and pedagogy, and the

- requirements of Professional, Statutory and Regulatory Bodies; those bodies responsible for defining apprenticeship standards and requirements; and remain aligned with its academic strategy;
- ii. Uses Academic Monitoring and Review to ensure that the aims, training requirements, design principles and learning outcomes of any course delivered, whether as a module and/or programme of study continue to be achieved;
  - iii. Ensures that students have a high-quality academic experience to enable them to succeed;
  - iv. Evaluates whether students are continuing to have a high-quality academic experience, that they achieve the intended learning outcomes and succeed;
  - v. Identifies possible enhancements to the learning or training experience of students and implements them expeditiously;
  - vi. Evaluates the impact of recommendations to improve student experience and outcomes, including its processes for monitoring and review and continually improves them;
  - vii. Takes account of external reference points, both academic and professional provision, and draws on external expertise in its processes for academic monitoring and review;
  - viii. Engages students in academic monitoring and review processes.
  - ix. Where appropriate, engages employers in academic monitoring and review processes

#### **5. Procedural Approach**

- i. The School of Law ensures that effective processes and/or protocols are in place for annual and periodic monitoring and review of programmes.
- ii. The School of Law defines roles and responsibilities for monitoring and review, ensuring that they are clearly understood by those involved and reflect external requirements.
- iii. The School of Law ensures that appropriate information, including data as to student continuation, completion and progression, is available to inform monitoring and review processes.
- iv. The School of Law involves external participants, staff, students and, where appropriate, employers in monitoring and review processes, ensuring that appropriate support and development is provided.
- v. The School of Law ensures that its cycle of periodic review is based on the basis of clear principles and is co-ordinated as necessary with the requirements of Professional, Statutory, Regulatory and other external bodies, where appropriate.
- vi. The School of Law defines the circumstances in which substantial modifications are needed to a programme, which are subject to its policy for 'Programme Design and Approval'.
- vii. The School of Law ensures that the outcomes of and actions resulting from academic monitoring and review, including enhancements of the learning or training experience, are reported as appropriate within the University, to external bodies, students, and where appropriate, employers.

- viii. When it decides to close a programme, the School of Law ensures that the interests of affected students or employers are protected in line with the Student Protection Plan. The School of Law monitors the quality of provision until closure of the programme to ensure this.

**6. Responsibility for the provision**

Responsibility for the oversight of the effective implementation of the provision lies with the Academic Board.

**7. Monitoring and evaluation of the provision**

Responsibility for reviewing and evaluating the effectiveness of academic monitoring lies initially with the Academic Quality and Standards Committee. Formal responsibility for monitoring and evaluation of this provision lies with the Academic Board.

Approved by the 36<sup>th</sup> Council Meeting held on the 12<sup>th</sup> December 2024

Signed this 16<sup>th</sup> Day of December 2024 by:



Chairperson, University Council



Secretary