

Short Description of BMS's quality assurance system

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Purpose of the Quality Assurance System is the continuous improvement (increase of quality) of programmes and units of study¹. The Quality Assurance System of the faculty BMS includes three aspects:

- a. interlinked PDCA cycles on faculty-level, per degree programme and per unit of study (BSc module or MSc course).
- b. special attention to topics in assessment
- c. special attention to topics decided on in the QA Policy

a. PDCA cycles per programme and per unit of study

The programme director has responsibility for the quality of the programme (accountability to Dean), and the coordinating teacher/teaching team has responsibility for the quality of a unit of study (accountability to programme director).

Decisions on aspects which quality can be increased/that need improvement, are taken on the basis of information.

- Once a year (Oct.) programme directors receive a factsheet QA with most of the information about the programme (incl. student opinion). Based on (among others) the information in the factsheets the PD decides on some aspects to improve next year². PD asks Programme committee for advice. Programme Committee monitors improvements.

Note: of course a programme director can also involve other information in formulating improvement points such as e.g. the recommendations of the Peer Review Team of a programme accreditation.

- A coordinating teacher/teaching team of a unit of study has also information (incl. student-opinion) about the unit of study. The coordinator/team receives the results of the student survey³. When analysing the information (pass rate, grade average, and –frequency, student opinion (questionnaire and panels) and own experiences), the team focusses on improvements with the most impact.

Both programme directors as coordinating teachers are expected to briefly write down their intended improvement actions. This both for the justification as for the feedback to students (and other stakeholders).

N.B.: It is possible that the Dean asks programme directors to pay attention in the improvement plan to certain topics (e.g. internationalisation) or that the programme director asks the coordinating teachers to do so (e.g. use of ICT).

b. Special attention to topics in assessment

Besides the processes round the PDCA-cycles on programme level and on the level of units of study, the BMS-QAS includes some activity especial in the field of assessment. On a yearly bases in each degree programme some tests are reviewed (purpose: improvement of assessment and increase assessment qualifications teachers) and at a regular base Final Thesis are reviewed (purpose: calibration of grading between examiners and keep guard over quality and level). The examination Boards monitor the improvements.

c. Special attention to topics decided on in de QA policy

See BMS policy plan on Quality Assurance (of education) 2015-2018 (ref. QA 776) and Progress Report(s) (ref. QA 1396/3). The Faculty Council monitors the implementation (through progress reports).

¹ In order to deal as efficiently as possible with the limited resources, BMS has one quality assurance system for all degree-programmes (in line with the UT system).

² The factsheet QA of a degree programme contains among others information about completion rates, dropouts, entry profile incoming students (previous education and nationality), teaching qualifications teaching team, opinion of stakeholders on the programme (e.g. students, alumni, teachers), pass rate and frequency of grades final project, pass rate, grade average and frequency of grades units of study.

³ In the second semester of 16-17, a pilot with factsheets QA for BSc-modules will start.