

Higher Education Review (Embedded Colleges): Action plan: Update 2023

Educational Oversight: visit of Glasgow International College, February 2023

Outcome of the monitoring visit:

From the evidence provided in the annual return and at the monitoring visit, the review team concludes that the Glasgow International College (the College) is making **Commendable Progress** since the February 2022 Monitoring visit.

Glasgow International College Action Plan relating to Higher Education Review (Embedded Colleges)						
Good practice	Action to be taken	Target date	Action by	Success indicators	Reported to	Evaluation
In the course of HER(EC), the team identified the following areas of good practice that are worthy of wider dissemination.						
<ul style="list-style-type: none"> The appointment of the Learning Advisor to provide individual and personal academic and pastoral support to students on a regular basis. 	Learning Advisor role to be further embedded with Meet The Learning Advisor sessions in Welcome Week	September 2021 - COMPLETED	Academic Manager	Strong engagement and attendance at initial sessions. Allocation of students to Learning Advisors before term begins.	Learning and Teaching Director	Action completed as seen in: Welcome Week Survey, student representative feedback, Learning Advisor allocation report.
	In-person Meet the Learning Advisor	September 2022 - COMPLETED	Academic Manager	Students successfully to have met Learning Advisor prior to the commencement of studies	Learning and Teaching Director	Action completed as seen in: Welcome Week Schedule

Recommendation	Action to be taken	Target date	Action by	Success indicators	Reported to	Evaluation
<ul style="list-style-type: none"> It is advisable that all Glasgow International College takes steps to further promote the Kaplan UK Pathways E-Safety Policy to ensure students are aware of its requirements 	The College was advised to take steps to further promote the UK Pathways E-Safety Policy to ensure all students are made aware of its requirements. In line with that, the document has been moved to a more prominent place on the VLE. New materials on E-Safety are being developed for Jan 2022	September 2021 - COMPLETED	College Director	E-safety Policy recorded in VLE checklist	Learning and Teaching Director	Action completed as seen in: Quality Calendar indicates completion
	The importance of E-safety and the policy will be reported to Student Representatives	November 2021 - COMPLETED	College Director/Academic Leaders	E-safety to be an item on Student Representative forum	Senior Management Group	Action completed as seen in: Minutes of Student Representatives forum
	E-safety Policy distribution will be discussed at an appropriate College Services venue	November 2021 - COMPLETED	Head of College Services	E-safety to be an item on Safeguarding Panel (Digital Safeguarding)	Safeguarding Panel	Action completed as seen in: Agenda of Safeguarding Panel
	E-Safety pulse survey to be undertaken with incoming students to evaluate knowledge	November 2022 - COMPLETED	Digital Literacies College Group	Report to be submitted to Learning and Teaching Director	Learning and Teaching Director	Action completed as seen in: Pulse Survey Report
	E-Safety policy update and flagged to staff in Key Information session	September 2022 - COMPLETED	Welcome Week Planning Group	College Director to deliver session on where to find key documentation	College Director	Action completed as seen in: Induction Week Schedule, Slides of Key Information Session

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