

ELC Programme Review Committee - Operational Planning

Post-validation, programme delivery is overseen by the Quality Assurance and Academic Governance Council (QAAGC), which has ultimate academic authority within Forus Training.

Routine programme monitoring includes Learner Reaction Forms, satisfaction surveys (via Survey Monkey), Trainer reports, and assessment feedback. There is a formal Programmatic Review supported by the Programme Evaluation, Monitoring & Review Procedure with oversight by the QAAGC.

Formal reviews will be carried out annually by the ELC Programme Review Committee and planning and implementing Programme Evaluation is the responsibility of:

- Head of Centre,
- Academic Manager,
- Course Coordinator,
- Trainer.
- ELC sector representative.

Review objectives include:

- Analyse the effectiveness and efficiency of the ELC programme, including details of Learner numbers, retention rates and success rates,
- Review the development of the programme in the context of the requirements of ELC employers, regulatory and professional bodies, educational trends, the Irish jobs market, and international developments,
- Evaluate the feedback mechanisms for Learners and the processes for acting on this feedback,
- Evaluate the quality of supports provided to Learners,
- Evaluate the physical facilities (e.g., LMS, classroom workshops) and wider resources provided for the provision of the programme,
- Evaluate the formal links which have been established with ELC employers, other ELC service providers, regulatory agencies and the wider community in order to maintain the continuing relevance of the ELC programme,
- Evaluate feedback from ELC employers/service providers of the programme's graduates and also feedback from those graduates,
- Review any research activities in the ELC field of learning under review and their impact on teaching and learning,
- Evaluate projections for the following five years in the programme/ field of learning under review.

The final Programme Evaluation Report is presented to the QAAGC which then reviews and ratifies the report before it is published on www.forustraining.ie .