

## Section 2: BIMM Institute Academic Development & Quality Assurance (ADQA)

### What is ADQA?

Academic development, standards, quality and enhancement is overseen by the Academic Development & Quality Assurance Team (ADQA). The department's work includes:

- Overseeing the BIMM Group Academic Committee Structure and the development, approval and review of academic policies including those for Learning and Teaching, and Research;
- Developing and managing the implementation of the strategy for e-learning and the provision of learning materials for students;
- Overseeing the development and approval of new courses and the review of existing courses;
- Managing the relationships and engagements with external education partners and stakeholders including awarding universities and Further Education Colleges, the Department for Business, Innovation and Skills, the Higher Education Funding Council, and the Quality Assurance Agency.

The team works closely with the Executive Principals, College Principals and Heads of Education in each BIMM college to manage, develop and enhance academic quality. This is achieved through the BIMM Academic Infrastructure (see section 5 of this manual).

### People in ADQA

- **Andrew Bates - Director of Academic Development & Quality Assurance (ADQA):** A member of the BIMM Group Executive Management Team with executive responsibility for academic standards and quality, learning and teaching, research, BIMM's relationships with education partners and stakeholders, and ADQA lead on Further Education. Chair of Academic Board, and Research Committee.

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- **Mark Irwin - Dean of Higher Education:** Overall responsibility for the monitoring of standards and quality of all HE courses and liaison with HE awarding institutions. Particular responsibility for co-ordinating academic development and enhancement of learning and teaching. Chair of Learning and Teaching Enhancement Committee (LTEC), and Quality Assurance Committee (QAC); Deputy Chair of Academic Board and Research and Ethics Committee.

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- **Ruairí Ó Niocail - Quality Assurance Manager:** Responsible for the management of BIMM's quality assurance framework including the Academic Committee structure, the reporting of Academic Key Performance Indicators including attendance, retention, continuation and completion, and the development of BIMM's virtual learning infrastructure. Secretary to Academic Board; Deputy Chair of Quality Assurance Committee.

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- **Richard Harvey - Head of Learning & Teaching Enhancement:** Responsible for the implementation of BIMM's Learning and Teaching Strategy, the development, identification and sharing of good and innovative practice in music education across all BIMM colleges, and the development of the virtual learning environment to support learning and teaching. Deputy Chair of Learning, and Teaching Enhancement Committee; member of Academic Board and Research and Ethics Committee.

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- **Jason Knight – Head of Academic Development and Learning Resources:** Responsible for the implementation of BIMM's learning materials strategy, including the virtual learning environment and E-library, and for managing the commissioning, editing and production of all printed and digital schemes of work and course notes. Member of Academic Board and Learning and Teaching Enhancement Committee.

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- **Ross Harris – Academic Development & Quality Assurance Administrator:** Responsible for administrative duties for ADQA including Quality Assurance and internal and external audit. Secretary to Quality Assurance Committee and Research & Enterprise Committee.

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- **Thomas Hinks – Academic Development & Quality Assurance Administrator:** Responsible for administrative duties for ADQA including work on Academic Development and Learning and Teaching Enhancement. Secretary to Learning Teaching and Enhancement Committee.

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- **General enquiries to ADQA**

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