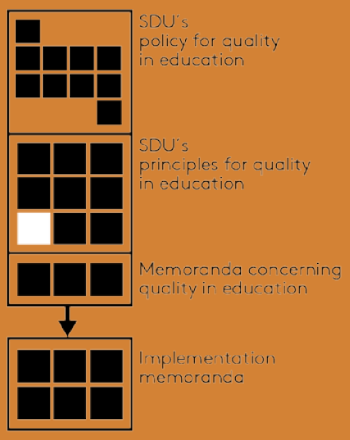
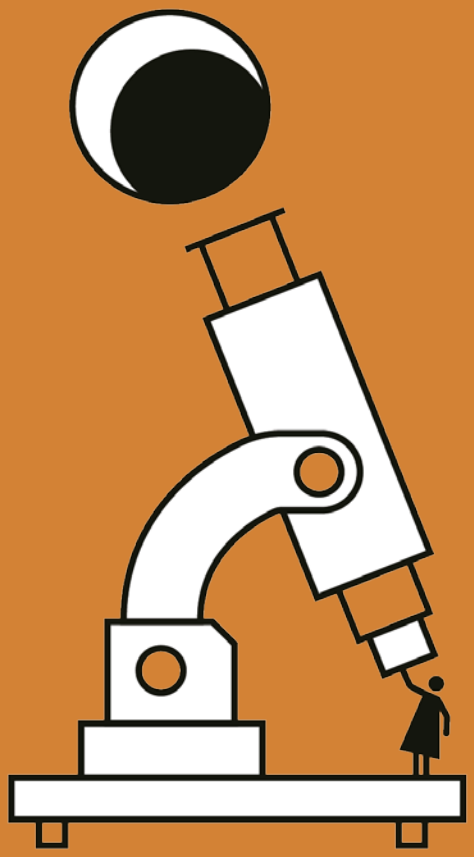
SDU Quality in education

SDU's principles for the development of new programmes





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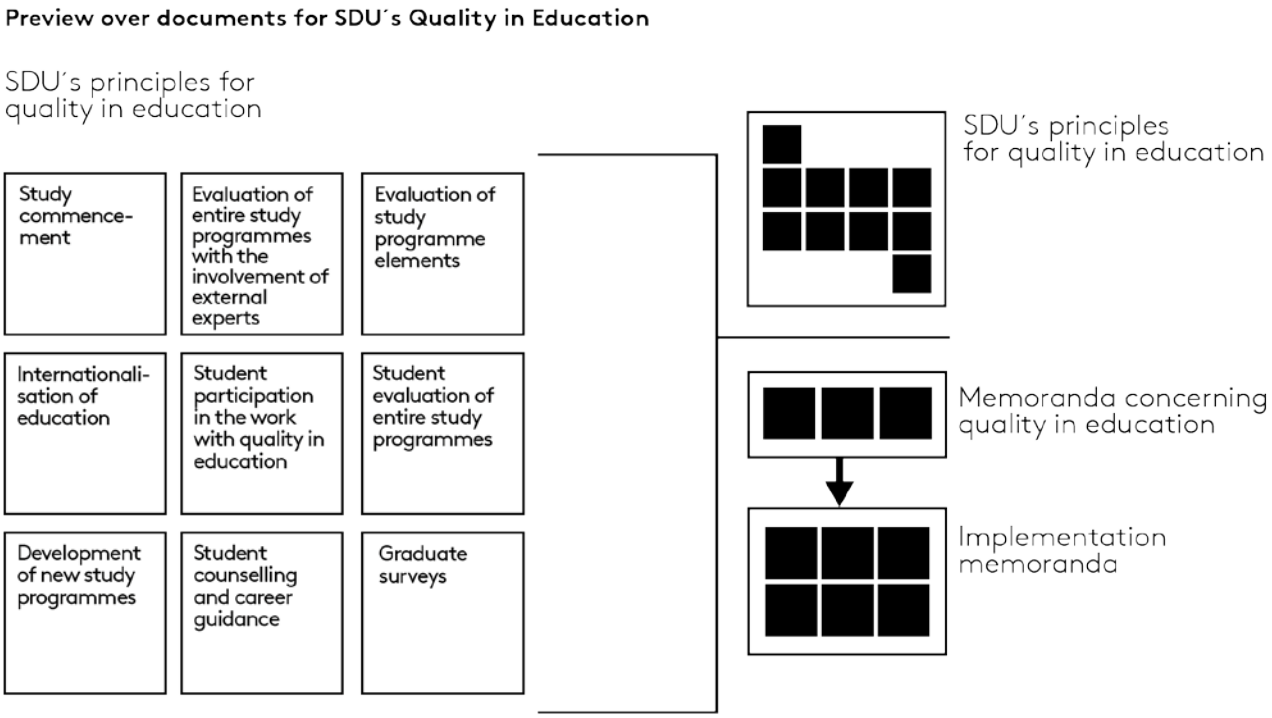

SDU's principles for the development of new programmes

Content

Purpose **3**
Principles **3**

Purpose

The purpose of the principles for the development of new programmes is to ensure that new programmes are always relevant in relation to the needs of the society and meet international quality standards for programmes (ESG).

Principles

The development of new programmes must satisfy the following requirements:

1. The university's portfolio of programmes shall be developed in accordance with the university's strategy and based on the needs of the surrounding society.
2. The development of new programmes shall take place in accordance with SDU's policy for quality in education.
3. Decisions on the development of new programmes are rooted in the appropriate levels of the university's management with a clear division of responsibilities.
4. The development of new programmes takes place in a methodical manner so that a programme appears thoroughly prepared, well-founded and well documented in preparation for both management approval and application for pre-qualification.

Re: 1 Strategic and societal impetus

The development of new programmes at SDU is primarily based on the present and future needs of the surrounding society. Development work with new programmes is implemented by early collaboration with potential employers through, e.g. dialogue with advisory boards and employer surveys.

Changes in the university's portfolio of programmes take place as part of the overall strategic considerations for the development of the university. Therefore, the development of new programmes either takes place as part of the implementation of the university's overall strategy, including the respective strategies of the fac-

ulties and the university's framework contract with the ministry, or originates from the university's programme and research environment. In the latter case, programme proposals are strategically linked via the relevant management layers.

Re: 2 Quality assurance

New programmes are developed in accordance with the University of Southern Denmark's policy for quality in education and the associated principles for quality work, including *The underlying principles for programmes at the University of Southern Denmark - Activating teaching and active learning*, and the faculty-determined programme strategies and models for educational development.

Re: 3. Management anchoring and division of responsibilities

The process for the development of new programmes is anchored in all relevant management levels. The Board, the Executive Board, the Council for Education, faculty management and departmental management make decisions concerning the development of new programmes on the basis of a clear division of responsibilities.

It is the responsibility of the ***Board*** to ensure

- that applications for pre-qualification of new programmes comply with the university's interests as an educational and research institution.

It is the responsibility of the ***Executive Board*** to ensure

- that the development of new programmes takes place in accordance with an overall strategic consideration for the educational development of the university, and
- that proposals for new programmes are based on current or future needs of Danish society which cannot be adequately achieved by existing programmes.

It is the responsibility of the ***Council for Education*** on behalf of the Executive Board

- to ensure that a procedure for processing proposals for new programmes by the faculties is approved, including a procedure for work on programme proposals and the relevant templates and guidelines for the preparation of specific proposals for pre-qualification applications, as well as
- to prioritise, qualify and quality-assure proposals for new programmes.

It is the responsibility of ***faculty management, including departmental management***

- to ensure that proposals for new programmes are based on the needs of the surrounding society,
- to include relevant programme management,
- to include relevant employers, including any authorisation-granting authorities and other external stakeholders,
- to account for unemployment figures for related programmes (Current unemployment after the 4th-7th quarter), including in relation to the main field in general,

- to ensure that proposals for new programmes comply with the requirements of the university's policy for quality in education
- to process proposals for new programmes according to the strategy of the faculty, including ensuring that the programme proposal complies with the requirements of the existing principles for developing new programmes.

Re: 4 Programme development process – methodology and procedure

The development of new programmes is carried out methodically on the basis of procedures approved by the management. The process of developing a new programme takes place at four organisational levels based on the following overall processes:

Board level

The Board makes the final decision regarding the submission of proposals for the pre-qualification of new programmes.

Executive Board level

The Executive Board recommends proposals for new programmes for processing in the Board on the recommendation of the Council for Education.

Council for Education level

The Council for Education approves the following twice a year:

- a process plan for the processing of proposals of new programmes by the faculties. The process plan contains
  - goals
  - sub-goals
  - key milestones in the work with new programmes, including deadlines, responsible actors and management roots at SDU level
- templates and guidelines for the preparation of specific proposals for pre-qualification applications based on the ministerial guidelines and deadlines. The template contains the implementation of the process plan's goals, sub-goals and milestones, as well as documentation requirements.

Faculty level

The faculties prepare proposals for new programmes according to their own internal procedures based on the overall process plan.