



SFC Guidance

University Outcome Agreement Guidance for AY2015-16

Annex A: Self-evaluation report

What?

1. A brief factual report comprising:
 - Reflection on available statistical data
 - Qualitative and quantitative progress in the preceding year, including specific reference to published milestones (recognising that, for the year in question, audited statistical data will not be available and that we rely on institutions' own data at this point in time)
 - Early thoughts on progress in the current year (for example, towards recruitment targets, any internal evidence on retention)
 - Rationale for any proposed changes to targets in the draft outcome agreement
2. The report should be approximately five pages.
3. The report should be signed off by the Principal or head of institution on behalf of the governing body.
4. For the self-evaluation of AY 2013-14, we wish HEIs to comment on progress against specific commitments against the priorities featured in the 2013-14 guidance. These were:
 - Patterns of participation and learner journey
 - Pattern of provision
 - Research competitiveness
 - University & industry KE collaboration

- Graduate skills

5. We would specifically like to see:

- Progress on widening access, articulation and retention (in 2013-14, this was included under the heading Patterns of participation and learner journey)
- Early indications on delivery of additional strategic funded places for AY 2014-15

When?

6. The report is due by 31 October, to support updates to the outcome agreement within the three-year cycle.

Why?

7. To provide universities with an early opportunity to identify highlights and challenges from the preceding year, recognising that audited HESA data will not be available.
8. To provide universities with an opportunity to review and where appropriate revise milestones towards three year targets - we would not normally expect three year targets themselves to change, unless external circumstances had also changed significantly.
9. To sit alongside periodic in-year data and statistical collections carried out by SFC that inform the outcome agreement process.

Further information

10. Contact your Outcome Agreement Manager.