Programrådet för logopedprogrammet

Quality assurance work
The PRLP’s overall purpose is to manage Speech and Language Pathology education at Umeå University. The overriding principles for the committee’s operation are that students should receive good quality learning experiences in theoretical and clinical course components, that they should be treated fairly and in accordance with university policy and regulations, and that they must meet the required educational standards for graduation. To ensure effective management the committee chair is responsible for making certain that all relevant agenda items are presented as meeting business, that delegated responsibilities of the committee are properly implemented, that meetings are effective and that due process is followed. Representatives of the respective academic units are individually and collectively responsible for presentation of syllabi of courses within their unit, and their interrelationship within the whole curriculum. Representatives from the clinical profession have responsibility for reviewing committee activities, especially course syllabi and overall curriculum, which affect students’ clinical expertise. Student committee members play an important role in providing feedback particularly regarding the impact of policy decisions on the student body and the quality of their educational experience.

System description
PRLP is responsible for the overall management of the speech and language pathology education program at Umeå University. The committee’s structure, meeting process and delegated responsibilities from the Faculty constitute a local quality system.

Structure of the committee
The structure of the committee reflects that the educational program spans three different faculties (Medicine, Arts and Social Sciences), has an integrated clinical education component and produces graduates with a professional degree (yrkesexamen). There are 9 appointed members who represent (1) academic teaching staff in the Faculties of Medicine, Arts, and Social Sciences, (2) the Västerbotten County Council, (3) the Northern Region County Councils Regional Federation (Norrlandstingens Regionförbund), (4) the speech pathology profession, and (5) the student body. Each representative has the right to a proxy who can attend and contribute to meetings but is not able to vote.

Responsibility
Delegated responsibilities (http://www8.umu.se/medfak/aktuellt/dokument/Delegationsordning_090101.pdf) apply to all program committees in the Faculty of Medicine, and cover all aspects of the management of tertiary educational programs from intake of students, their educational experience and their progression to meet requirements for graduation.

Statistics and key indicators
One of the delegated responsibilities of program committees is that they work with follow-up, evaluation and other quality issues within the program/s which they manage. Currently the committee tends to deal with these items on an ad hoc basis, and in the future this aspect

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of the PKLP’s work needs to be made explicit (through the development of explicit quality indicators) and systematic (through reviews at specified meetings on a regular basis)

The quality indicators that are currently reviewed by PRLP are given below.

<table>
<thead>
<tr>
<th>Area</th>
<th>Quality indicator</th>
<th>Action of PKLP</th>
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<tbody>
<tr>
<td>Student recruitment</td>
<td>Ratio of applicants to available places (söktryck)</td>
<td>Check that the ratio is comparable with that for other SLP programs in Sweden</td>
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<td></td>
<td></td>
<td>Compare the ratio with that from previous intakes to SLP program at Umeå University and note any trends</td>
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<td>Written student evaluation at the completion of each course</td>
<td>Review of collated evaluations at the end of each term</td>
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<td>Discussion and potential changes to course delivery, syllabus, or place in the curriculum if problems are identified</td>
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<tr>
<td>Student quality</td>
<td>HPR statistics</td>
<td>Noted and checked for negative/positive trends</td>
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<td></td>
<td>Graduation rate</td>
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The committee’s ability to work effectively with quality indicators (and key statistics as indicators) is dependent on two things (1) guidelines from university or faculty level on which indicators are required, and are consistent with HSV requirements and (2) the provision of trustworthy key statistics for the program from university or other databases.

**Participation/feedback**
Participation of staff representatives is through a formal meeting process, governed by the requirements of the university and faculty regarding: meeting frequency, notification of meeting time and place, agenda items and documentation for items that require decisions at the meeting, quorum for meeting decisions, process of recording and ratifying meeting minutes, and their subsequent availability on the internal university website. Information regarding decisions and quality review from PRLP meetings is via meeting minutes, and through information items at other meetings, particularly division meetings.

**Priority areas for quality issues**
(1) Availability of web based program information for students, and (2) attractiveness of program to new students, especially make students

**Followup of PRLP as a local quality system**

PRLP is responsible to the Faculty Board, and cooperates with the faculty undergraduate education committee.