

## Annual monitoring visitors' report

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### Section One: Programme Details

<b>Education provider</b>	Guildhall School of Music and Drama
<b>Awarding institution</b>	City University
<b>Programme name</b>	MA Music Therapy
<b>Mode of delivery</b>	Mixed mode
<b>HPC visitors</b>	Pauline Etkin (Music therapist) John Fulton (Art therapist)
<b>Education executive</b>	Mandy Hargood
<b>Date of postal review</b>	27 September 2010

### Section Two: Submission Details

The following documents were submitted as part of the audit submission:

- A completed HPC audit form
  - Internal quality report for one year ago
  - Internal quality report for two years ago
  - External Examiner's for one year ago
  - External Examiner's Report for two years ago
  - Response to External Examiner's report one year ago
  - Response to External Examiner's report for two years ago
- Visitors report 1 June 2006 with Visitors annual Monitoring report dated 2 July 2008
  - Proposed Programme and Module Amendments 21 May 2009

### Section Three: Additional Documentation

The visitors agreed that additional documentation was required in order to make a recommendation. The additional documentation is listed below with reasons for the request. Following receipt of the documentation, the visitors made a final recommendation which can be found in Section Four.

#### 3.2 The programme must be managed effectively.

**Reason:** The visitors noted the External Examiners' reports received from Wendy Magee for 2007-2008 dated 30 January 2009, Eleanor Richards for 2008-2009 and Catherine Warner for 2008-2009. The visitors also received two responses to these reports composed via email. Both responses were addressed to Wendy Magee and Eleanor Richards (dated 4 March 2008 and 20 March 2009). The visitors noted there was no response to Dr Catherine Warner's external examiner report for 2008-2009.

Therefore the visitors require further documentation detailing the response to Dr Catherine Warner's external examiner report for 2008-2009.

#### 3.4 There must be an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

**Reason:** The visitors noted in the Examiners report 2008-2009, that the work of the tutorial team had doubled yet the staffing had not increased in proportion to this. The education provider response to this report stated that this matter was being considered. The report from the Interim review panel (20 May 2009) highlighted that both staff and students had noted times when the staffing resources were stretched.

In light of this information the visitors require further clarification of how the current staffing levels are appropriate to ensure the delivery of an effective programme. In particular the visitors request documentation which demonstrates that the programme has an adequate number of appropriately qualified and experienced staff in place to support the increase in student numbers.

#### 3.12 The resources provided, both on and off site, must adequately support the required learning and teaching activities of the programme.

**Reason:** The visitors noted that the issue of limited space for teaching had been raised by the External Examiners and at the Music Programme Board with acknowledgment by the Director of Music. The visitors did not receive any further documentation which addressed how this issue was being managed by the programme team.

To be satisfied this standard continues to be met, the visitors require further evidence of how the issue of limited teaching space is being managed. In particular the visitors request documentation which specifically addresses how

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the current accommodation provided on the programme supports the required learning and teaching activities of the programme and any information regarding the acquisition of further space in the future.

#### **4.3 Integration of theory and practice must be central to the curriculum to enable safe and effective practice.**

**Reason:** The visitors noted the 2008-2009 External Examiner's report from Catherine Warner referred to a recommendation for students in the viva voce presentations to be more explicit in linking their clinical decisions to the underpinning theoretical influences guiding their decisions (Page 3, Part 14). The visitors were not provided with any documentation detailing the response to this external examiner report and any information addressing the issue raised.

To be satisfied this standard continues to be met, the visitors request further documentation which demonstrates how the issue raised by Catherine Warner has been addressed by the programme team. In particular, any further documentation should detail how the curriculum design ensures an integration of theory and practice is central to it and enables safe and effective practice.

#### **Section Four: Recommendation of the visitors**

There is sufficient evidence that the programme continues to meet the standards of education and training and that those who complete the programme will continue to meet the standards of proficiency for the profession. An approval visit is not required and continued approval should be granted.

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