



ROLES AND RESPONSIBILITIES OF CURRICULUM MANAGERS

Academic Quality - March 2016

1. BVetMed Course Director *

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Course Management

Managing the course

To manage the course and ensure that it is taught in accordance with the approved learning outcomes.

Student Liaison

with Year Leaders and Programme Support Co-ordinators.
N/A (BVetMed Year Leaders meet regularly with student representatives to
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Course Management	
Managing the course	To ensure that the curriculum builds appropriately across years in accordance with the approved learning outcomes.
Course Leadership	To lead the development of the pathway and oversee its delivery in partnership with the Course Director and Year Leaders. To liaise with Module Leaders and tutors to ensure smooth delivery of modules on the pathway.
Course descriptors and changes to the course	To keep under review the pathway learning outcomes, and to propose changes to the Course Management Committee, as appropriate.
Admissions	N/A
Projects	To ensure that each student selects an appropriate Project (where a Project forms part of the pathway) and is allocated a member of academic staff as their supervisor.

Course Management	
Managing the course	To organise the year and ensure that it is taught in accordance with the approved learning outcomes. To liaise with Module Leaders to help ensure that course content and learning objectives are appropriate for the skills level required for that year across all modules.
Course Leadership	To contribute to course leadership by leading the development of the year. To liaise with Module Leaders and tutors to ensure smooth delivery of the programme

Course descriptors and changeBT/F6 ‘

Course Management	
Managing the course	To organise the Strand and ensure that it is taught in accordance with the approved learning outcomes.
Course Leadership	To hold pre-Strand meetings with contributing staff as appropriate. To contribute to course leadership by leading the de

	to feedback; and to submit responses to the relevant committee(s) or individuals e.g. Course Management Committee, or its Chair, Academic Quality Team etc.
Periodic Reviews	To participate in the periodic review of the course.

reading list, assessment criteria and marking descriptors (Common Grading Scheme) used in each assessment, submit