



**Maynooth  
University**  
National University  
of Ireland Maynooth

**Ollscoil Mhá Nuad**

**Maynooth University**

## **QUALITY IMPROVEMENT AND ASSURANCE**

### **PEER REVIEW GROUP REPORT**

***#TITLE OF UNIT #***

**ACADEMIC YEAR XXXX**

Confidential

Date

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## 1. Introduction

Provide a general overview of the review undertaken, description of the unit covered, when the review took place etc.

## 2. Peer Review Group Members

| Name | Affiliation | Role |
|------|-------------|------|
|      |             |      |
|      |             |      |
|      |             |      |
|      |             |      |
|      |             |      |
|      |             |      |

## 3. Timetable of the site visit

- Give the timetable of the site visit (*can be inserted as an appendix by the Quality Office*)
- Comment on suitability and adequacy of the timetable.

## 4. Peer Review Methodology

### 4.1 Site Visit

Comment on any aspects of the site visit as appropriate.

### 4.2 Peer Review Group Report

How was the Peer Review Group Report put together?

## **5. Overall Assessment**

### **5.1 Summary Assessment of the Present State of the Unit**

Provide a summary overall analysis (strengths, weaknesses, opportunities and threats) of the unit, both as addressed in the Self-Assessment Report and from the perspective of the Peer Review Group.

### **5.2 Self-Assessment Report**

Comment on the Self-Assessment Report. In particular refer to any relevant issue that was not addressed in the Report. Include a comment on the completeness of the Report and the accuracy of the contents. Provide comment on the methodology employed in the preparation of the Self-Assessment Report.

## **6. Findings of the Peer Review Group: Commendations and Recommendations**

### **6.1 Overview**

Comment, as appropriate, on details in the Self-Assessment Report or as identified during the Peer Review Group Visit. This could include commentary on the following areas, emphasising relevant quality assurance procedures and their effectiveness:

- Unit governance and organisation
- Services and engagement with user groups
- Staffing and staff development
- Resourcing
- Internal and external communications
- Implementation of recommendations for improvement made in Peer Review Group Report arising from last quality review

### **6.2 Commendations**

Identify achievements and quality in the units/sub-units under review.

### **6.3 Recommendations for Improvement**

Provide a list of recommendations for improvement for the Unit, having reflected on those identified by the unit in the Self-Assessment Report and those that the Peer Review Group would like to make in addition to those made by the unit.

The tables below categorise recommendations as being strategic, unit level or sub unit level, in line with the guidance notes accompanying this template.

**Strategic Recommendations**

| Number | Recommendation | Additional PRG Comments |
|--------|----------------|-------------------------|
| S.1    |                |                         |
| S.2    |                |                         |

**Whole of Unit Recommendations**

| Number | Recommendation | Additional PRG Comments |
|--------|----------------|-------------------------|
| U.1    |                |                         |
| U.2    |                |                         |

**Sub-Unit Recommendations** (copy and paste the table below as many times as necessary to provide recommendations to sub-units/functions)

# Title of Sub-unit/Functional area #

| Number | Recommendation | Additional PRG Comments |
|--------|----------------|-------------------------|
| 1.     |                |                         |
| 2.     |                |                         |