

EMA DIGESTED MONTHLY HIGHLIGHT REPORT

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Report Period:	1 st – 30 th April 2017	Last Programme RAG:	Green
Report Date:	9 th May 2017	Predicted Next RAG:	Green
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SECTION 1 – PROGRAMME VISION

The EMA programme will, working in conjunction with other assessment and feedback initiatives, deliver sustainable and integrated policies, processes, practices and tools to support the delivery of an improved, consistent and seamless online assessment experience for academics, professional staff and students.

SECTION 2 – OVERALL PROGRAMME STATUS SUMMARY

	This Period	Last Period	Comments
Overall	Green	Green	The programme continues to progress well, albeit slightly slower than desired due, in part, to the Easter break and IR35 impact. However, 3 of the 4 work streams are making good progress, and we are expecting the 4 th (Change) to return to Green once the new PM arrives on 10/05. The duplicate launch event takes place on 3 rd May with 77 attendees currently booked in.

SECTION 3 – PROGRAMME SUMMARY

Achievements this period:
<ul style="list-style-type: none"> Scheduling of duplicate EMA Launch Event (for 3rd May) to which 77 delegates have signed up to attend. Digested Programme Definition Document completed and circulated to UBTL. Discussions with HR around senior programme roles following programme board discussion. Completion of sessions with SDTLs. Draft PID for Learning Analytics produced with successful early stakeholder engagement. Initiation of the Core Systems Work Stream Board, first meetings will be next month. Agreement with the Programme Board of the need for Academic Secondees with insightful debate around challenges this may present for senior stakeholders. Agreement with the Programme Board around the principles of student engagement. Production of “as-is” business process set for the Examinations workflow and its interface with the programme. Recruitment now live for 3 of 4 permanent fixed term roles to join the team. Continued engagement with a range of institutions across the sector involved in EMA programmes. Continued engagement with Schools via SBTL and T&L seminars
Key Activities for next period:
<ul style="list-style-type: none"> Duplicate launch event to be held on 3rd May. First meeting of the EMA Pedagogical Steering Group on 15th May 2017. Inducting new Change PM and recruiting a Junior BA (permanent fixed term) to the team. Continued effort on initiating work stream 1 (Change) which has had somewhat of a false start. Continue to escalate the need for additional accommodation for the team. Further discussions with the Degree Apprenticeship team to ensure, where possible, there is mutual support. Approval of PIDs for the Learning Analytics and eSFG+Data projects. Production of submission for the Design Architecture Group (DAG) for approval on the overall solution architecture. Recruitment of Change Work Stream Board Chair and establishment of meetings. Engagement with Procurement team to ensure awareness of the programme and to flag up any potential procurement issues. Completion of approach for Academic Secondees and advertisements for expressions of interest. Engagement with MCE and further discussion around student engagement, following steer from the Board. Production of Student Placement job descriptions and advertisements.



- Initiation of short piece of work to research how other establishments are managing health and safety and accessibility concerns, to shape the role of a Disability Advisor to join the team. Recruitment for that role will then commence.
- First eSFG work stream board towards the end of May.
- Significant revision and expansion of the question and answer section of the website in response to further engagement at school meetings and the overview event.

SECTION 4 – WORK STEAM SUMMARY

	This Period	Last Period	Comments
W/S 1: Change	Amber	Amber	Following the premature departure of the PM, another one was found but let us down at the last minute. As a result, a second attempt has been made and a new PM has now been secured who will start on 10/05.
W/S 2: eSFG	Green	Green	Final and full consultation on the PID now 95% complete and it is ready to go to the EMA Programme Board next month. SDTL sessions now complete and being documented, broad support for the work of the programme is widespread although there are significant areas of concern and useful focus areas have been identified. Detailed planning continues. TEL resource is now required, recruitment commencing soon.
W/S 3: Core Systems	Green	Green	Tribal consultancy starts in May to design and specify SITS development work required. Additional development resource starting on 02/05 will provide specifics and backfill for other work required. Deep dive workshops commence with key players during May, as will testing on assessment data approach.
W/S 4: Student Dashboard	N/A	N/A	Work Stream due to commence January 2018
W/S 5: Learning Analytics	Green	Green	PID now in final draft and will be submitted to May's EMA Programme Board for approval. Engagement with key stakeholders commenced and support has been encouraging. Need to be clear that this not an implementation project, but a positioning one, therefore managing expectations is key.

SECTION 5 - PROGRAMME ON A PAGE

