

UNIVERSITY OF ULSTER

COURSE APPROVAL SUB-COMMITTEE

Minutes of the meeting held on 13 March 2008 at the Coleraine campus

PRESENT

Professor D McAlister (Chair), Dr G Armstrong (for Mrs H Farley), Professor C Curran, Dr B Dass, Professor A Erridge, Professor E M Lillie, Mr M McKinney

APOLOGIES

Dr A Cook, Mrs H Farley

IN ATTENDANCE

Mr A G Faulkner, Mrs A Garland

08.22 MEMBERSHIP

The Chair welcomed Professor Carol Curran as the UU Health representative on the Sub-Committee, arising from Senate's decision to treat the company as a Faculty for the academic governance of its non-DHSSPS contracts.

08.23 MINUTES

The confirmed minutes of the meeting held on 10 January 2008 were signed and dated by the Chair, subject to the following corrections:

Min 08.10 Revalidation Subject Unit 5G

Under 'Received':

"a request from the Faculty for a one-year extension to the period of approval to include the 2009/10 academic year for the provision within Subject Unit 5G."

Min 08.19 Certificate of Personal and Professional Development

Under 'Agreed (iv)':

"the following specific awards be approved for a period of three years from January 2008 (intakes 2007/08 – 2009/10)."

MATTERS ARISING

08.24 MSc Executive Leadership (Min 07.96, 07.114, 08.03)

It was noted that a report had now been received from the Faculty, which confirmed that the facilities at the City Banking College, London were satisfactory. This report was

based on an inspection carried out by Professor J McCoy in September 2007. The following recommendations had been adopted:

- (i) that a lecture theatre and two seminar rooms be dedicated to the programme;
- (ii) that a computer suite with a minimum of 10 PCs be made available to facilitate access to the University's online library and other resources;
- (iii) that students have access to libraries of neighbouring universities with full borrowing rights through the 'Solent' scheme.

08.25 BA Hons Media Studies (Min 07.121 and 08.04)

The Sub-Committee noted that the Academic Office had still not received the programme specification that was required for consideration of the request for the change in title of BA Hons Media Studies to 'BA Hons Media Studies and Production'. It was, however, further noted that the Faculty might now wish to retain the title of 'BA Hons Media Studies' as a separate pathway. This reinstatement would require a formal request for consideration by the Academic Planning Sub-Committee.

08.26 Proposed Part-time Pre-Registration Degree in Nursing (Min 07.133 (c) and 08.05)

It was noted that clarification had not yet been received from the Faculty of Life and Health Sciences regarding the entry requirements for the proposed degree.

AGREED: that a further reminder be sent to the Faculty.

08.27 Advanced Certificate in Credit Union Practice (Min 08.08)

It was reported that no response had been received from the Faculty of Business and Management in relation to the request for clarification regarding the academic induction and staff development to be undertaken by the Recognised Teachers.

A copy of the proposed Agreement between the University and the Irish League of Credit Unions (ILCU) had been received by the Academic Office on 10 February 2008. It was, however, noted that the Agreement focused mainly on the University's responsibilities and that, although the programme had been approved for a period of five years, the Agreement expired on 31 December 2009. It was further noted that the Agreement proposed to assign copyright in the curriculum to ILCU. Clarification was being sought on these and a number of other matters expected in a standard outcentre agreement.

CHAIR'S COMMUNICATIONS

08.28 PgDip/MSc Management and Corporate Governance

The Chair reported that she had met with the Head of School and Course Director to explore the possibility of offering the Postgraduate Diploma element of the programme in part-time mode in Dublin. Successful completion of the programme would lead to full graduate membership of the Institute of Chartered Secretaries and Administrators (ICSA). This proposal had the full support of the professional body, and would be the first time an accredited course of this level was offered outside the UK. It was

anticipated that the programme would be delivered using block teaching from 2008/09. Minor amendments required to the programme would be approved through the CA3 process. It was noted that the premises to be used and physical access to library facilities remained to be resolved.

08.29 COURSE APPROVAL

The Sub-Committee considered business from each faculty (papers CASC/08/8 – CASC/08/13) and noted revisions approved by the faculties as detailed in the Appendix.

FACULTY OF ART, DESIGN AND THE BUILT ENVIRONMENT

08.30 PgCert/PgDip/MSc in Environmental Health Management and Practice (PT) (JN)

RECEIVED: the report of the Evaluation Panel.

- NOTED:
- (a) that the programme was replacing the PgDip/MSc in Environmental Health Protection and Safety and was aimed at environmental health and allied professionals employed in local government, commerce and industry;
 - (b) that the programme had been designed to make economic use of as many existing modules as possible within the School of the Built Environment and that, through the proposed 'Multi-Faculty Options Matrix', a range of optional modules from other faculties, appropriate to the study of the multidisciplinary subject would also be available;
 - (c) that the programme would be marketed as a managed programme of continuing professional development with selected modules being made available on a stand-alone basis;
 - (d) that VCAG had recently approved a request for a number of new staff in Environmental Health to include one new full-time lecturer to replace an existing member of staff and two part-time lecturers, and that new appointments in Housing and Construction had also been approved;
 - (e) that the Panel had set as one of the conditions of approval that further consideration be given to whether the programme should be presented as a linked Postgraduate/Master's with a Postgraduate Certificate exit award rather than a linked Postgraduate Certificate/Postgraduate Diploma/Master's programme;
 - (f) that the revalidation of the BSc Hons Environmental Health programme (Subject Unit 4A5) had been brought forward to early June 2008 and that this would be a joint event with the Chartered Institute of Environmental Health (CIEH).

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, the programme be approved for a period of five years (intakes 2008 – 2012), in line with the anticipated period of approval for Subject Unit 4A5: Environmental Health.

08.31 FdA Applied Creative Arts and FdA Applied Digital Media at South Eastern Regional College (Bangor campus)

NOTED: that the evaluations of the proposed FdA Applied Creative Arts and FdA Applied Digital Media had been postponed until 2008/09, at the request of the College.

FACULTY OF ARTS

08.32 Revalidation Subject Unit 11A: English including Evaluation of BA Hons Literature

RECEIVED: the report of the Revalidation/Evaluation Panel.

NOTED:

- (a) that the event had included the revalidation of level 3 English modules offered at SRC (Newry campus) (outcentre), which had previously formed part of the BA Hons Humanities offered at Newry (aligned with the former Humanities provision at the JN campus) (min 07.122 refers) and had considered a proposal for a new part-time degree in Literature at the Belfast campus;
- (b) that the Panel had not been convinced that the term 'literature' would be widely recognised and had encouraged the Team to reconsider the title of the new programme;
- (c) that assessment of the BA Hons Literature at level 1 was by 100% coursework and that this would require submission of a case for consideration by the Teaching and Learning Committee;
- (d) that end-of-semester class tests were employed instead of examinations;
- (e) that flexibility was incorporated within the first year of the Single Honours English programme which allowed students to take two compulsory English modules and choose four more English modules, or two more English modules and two modules from one other subject, or four modules from two other subjects (two modules each);
- (f) that discussion had taken place at the revalidation event regarding the inclusion of 'Merit' in the classification at Master's level.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met

- (i) the following provision within Subject Unit 11A be approved for a further period of five years (intakes 2008 – 2012):

BA Hons English (with CertHE and AB exit awards) (FT/PT) (CE)

Undergraduate Honours Subject: English (Major/Main/Minor) (FT/PT) (CE)

Postgraduate Diploma/MA Irish Literature in English (FT/PT) (CE)

CertHE Modern and Contemporary Literature (PT) (BT/ME)

CertHE Irish Literature in English (PT) (ME)

Undergraduate Honours Subject: English (Main) (Level 3) (PT) at Southern Regional College (SRC) (Newry campus) (Outcentre) [with a maximum cohort size of 50 students];

- (ii) the BA Hons Literature (with CertHE and AB exit awards) (PT) (BT) be approved for a period of five years (intakes 2008 – 2012).

08.33 Revalidation Subject Unit 17A: Irish

RECEIVED: the report of the Revalidation Panel.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the condition of the Panel being met, the following provision within Subject Unit 17A be approved for a further period of five years (intakes 2008 – 2012):

Diploma in Irish Language (PT) (BT/ME and Annagry, Downings (outcentres) and SRC (Armagh campus with a maximum cohort size of 20 students)

Undergraduate Honours Subject: Irish (Major/Main/Minor) (with DAS) (FT) (CE)

Undergraduate Honours Subject: Irish (Main/Minor) (FT) (ME)

BA Hons Irish Language and Literature (with DAS) (FT/PT) (BT/CE/ME and Letterkenny Institute of Technology) (outcentre – Years 2, 4 and 5 of PT degree)

BA Hons Irish Studies (with DAS) (FT) (CE).

FACULTY OF BUSINESS AND MANAGEMENT

08.34 Revalidation Subject Unit 5G

RECEIVED: (a) the Faculty's response to the Sub-Committee's request for clarification regarding the extent of commonality of modules within the provision (Min 08.10 refers);

(b) a request for a one-year extension to the period of approval of the PgDip/MSc Management and Corporate Governance to include the 2009/10 academic year.

- NOTED:
- (a) that four of the modules within the PgDip/MSc Management and Corporate Governance and the PgDip Business Studies/MBS were taught in common;
 - (b) that the outcome of the ICSA's review of professional standards would not be known until 2009, but it was likely to have a significant impact on the design of the PgDip/MSc Management and Corporate Governance;
 - (c) that confirmation had been received of the external examiner's support for the proposal of the new PgDip/MSc in Sport Management.

- AGREED:
- (i) that it be recommended to the Teaching and Learning Committee that the request for an extension to the period of approval of the PgDip/MSc Management and Corporate Governance to include the 2009/10 academic year be approved;
 - (ii) that the revalidation of the PgDip/MBA, the PgDip/MBS and PgDip/MSc Sport Management proceed as scheduled in November 2008.

08.35 MSc Marketing and Entrepreneurship

RECEIVED: a CA3 form requesting the revision of the title to 'Marketing' from the 2008/09 intake.

- NOTED:
- (a) that the term 'entrepreneurship' was perceived by employers to mean that the programme would equip students with the skills required to leave their place of employment and start their own businesses;
 - (b) that there were no proposed changes to the content of the programme;
 - (c) that this was a reversal of a previous change;
 - (d) that the support of the external examiner had been obtained;
 - (e) that this request would also be considered by APSC at its meeting on 3 April 2008.

AGREED: that the request for change in title be approved.

08.36 FdSc Event Management for the Tourism Industry at Belfast Metropolitan College

- NOTED:
- (a) that the Faculty had confirmed the maximum cohort sizes at 25 full-time students and 16 part-time students (min 08.02 refers);

- (b) that confirmation had also been received that the necessary bridging elements for progression would be undertaken in the University's School of Hospitality and Tourism Management.

08.37 PgDip/MSc Business Development and Innovation

RECEIVED: a revised programme specification which addressed the Sub-Committee's request for greater differentiation in relation to the learning outcomes for Postgraduate Diploma and the Master's award (min 07.125 refers).

NOTED: that the Sub-Committee's request had been made in connection with the Faculty's proposal to change the title of the PgDip/MSc Innovation and Entrepreneurship to 'PgDip/MSc Business Development and Innovation'.

FACULTY OF COMPUTING AND ENGINEERING

08.38 Revalidation Subject Unit 16G1: Computing (Belfast Metropolitan College)

RECEIVED: the report of the Revalidation Panel.

- NOTED:
- (a) that the revalidation had included a proposal to offer the FdEng Software Engineering at the Castlereagh campus in part-time mode;
 - (b) that a proposal to change the title of the FdSc Multimedia programme to 'iMedia' had also been considered and that the Panel had recommended that the Course Team ensure that there were no trademark issues arising from the proposed change;
 - (c) that the College intended to retain a competing HND programme which "was viewed as vocational and was generally favoured by students who recognised the different structure in terms of no examination or web-based learning requirements, whereas the Foundation degree was considered to be more academically challenging";
 - (d) that a case would be required to be submitted to the Teaching and Learning Committee for the proposed assessment strategy in relation to the balance between coursework and examination at Level 1;
 - (e) that the admission criteria for the programmes had been set higher than the University's general entry requirements for Foundation degrees and that the Panel had recommended that further consideration be given to the admission criteria with a view to lowering the requirements;

- (f) that the Panel had set as one of the conditions of approval that the College committed to the purchase of further library texts.

AGREED:

- (i) that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, the following provision within Subject Unit 16G1 be approved for a further period of five years (intakes 2008 – 2012):

FdEng Software Engineering (with CertHE exit award)

<u>Mode</u>	<u>Campus</u>	<u>Maximum intake</u>
Full-time	Gerald Moag	40
Part-time	Castlereagh	40

FdSc iMedia (with CertHE exit award)

<u>Mode</u>	<u>Campus</u>	<u>Maximum intake</u>
Full-time	College Square East	40
Part-time	College Square East	40;

- (ii) that the College's intention to retain the HND programme be brought to the attention of the Teaching and Learning Committee.

08.39 Revalidation Subject Unit 16G2: Computing (Southern Regional College – Newry and Portadown campuses)

RECEIVED: the report of the Revalidation Panel.

- NOTED:
- (a) that the Panel had recommended that the learning outcomes be made more specific for each programme in order to identify the main characteristics of each;
 - (b) that the work-based learning component had been increased to 60 credit points in line with 'eskills' Sector Skills body's expectations, but that this had not been done for the Computing programmes at Belfast Metropolitan College (min 08.38 refers);
 - (c) that the Panel had recommended that the titles of the FdSc Computing and Network Systems modules be reconsidered with a view to including 'internet' or 'web' in some of the module titles;
 - (d) that the Panel had also recommended that a review of the level of assessment in Year 1, semester 2 in FdSc Interactive Multimedia modules be undertaken to avoid over-assessing students;

- (e) that students on the FdSc in Computing and Network Systems were not always able to secure a placement in a relevant field.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the condition of the Panel being met, the following provision within Subject Unit 16G2 be approved for a further period of five years (intakes 2008 – 2012):

FdSc Interactive Multimedia at Newry East/West campus (FT/PT) (with maximum cohort sizes of 20 full-time and 20 part-time students)

FdSc Computing and Network Systems at Newry East/West campus (FT/PT) (with maximum cohort sizes of 20 full-time and 20 part-time students)

FdSc Computing at Portadown campus (FT) (with a maximum cohort size of 22 full-time students).

08.40 Revalidation Subject Unit 16D: Computing (Undergraduate/Magee)

RECEIVED: the Faculty's response in relation to the Sub-Committee's request for assurance, through the APL mapping exercise, that students from Fujian Normal University (FNU) entering final year of the BSc Hons Computer Science programme were in an equivalent position to that of Ulster students, who had completed the compulsory placement year, and that progression rates of FNU students were similar to those of Ulster students (min 08.12 refers).

- NOTED:
- (a) that Faculty policy was that placement should be a compulsory part of all programmes, but that overseas students were not required to undertake the placement year of any programme;
 - (b) that the overseas students were exempted a compulsory and integral part of the programme which was an option not available to home students, unless they had relevant work experience or, through no fault of their own, were unable to secure a placement;
 - (c) that the Faculty was of the view that overseas students would not benefit from placement as they came from, and would be returning to, a different working culture and environment;
 - (d) that all FNU students were enrolled on a non-DIS version of the programme and that the learning outcomes for DIS were stated as additional learning outcomes in the programme specification;

(e) that the Faculty was confident that this arrangement did not disadvantage FNU students in their progression or performance.

AGREED:

(i) that no students were being disadvantaged by the current arrangement but that there was the risk of local students challenging the University on the grounds of differential treatment;

(ii) that the Faculty be asked to articulate a more convincing and objectively justifiable case for the exemption of overseas students from the compulsory placement year and the continuing requirement for this component for home students.

08.41 BEng/BEng Hons Electronics, Communications and Software

RECEIVED: a CA3 form requesting the revision of the title to 'Electronics and Software' from the 2008/09 intake.

NOTED: (a) that the Communications content of the programme was to be reduced as a result of changes to the structure, and that the new title, which was the original title, would better reflect the revised content;

(b) that this request would also be considered by APSC at its meeting on 3 April 2008.

AGREED: that the request for change in title be approved.

08.42 BSc Hons Computer Science

RECEIVED: a CA3 form requesting the introduction of five additional final year pathways leading to named awards in the course title in parentheses after 'Computer Science', in 'Intelligent Systems', 'Robotics', 'Mobile Computing', 'Software Systems Development', and 'Embedded Computing' from 2008/09.

NOTED: (a) that this proposal had not been part of the documentation presented for revalidation (min 08.12 refers);

(b) that the new pathways would enable the School explicitly to link its research strengths with the undergraduate provision and that a positive impact on recruitment was envisaged as the courses would be identified separately in UCAS;

(c) that named pathways were offered by other schools in the Faculty;

(d) that this request would also be considered by APSC at its meeting on 3 April 2008.

AGREED: that the request for the introduction of five final year pathways leading to additional named awards be approved.

08.43 PgDip/MSc Computing and Design

RECEIVED: a CA3 form requesting the revision of the title to 'PgDip/MSc Computing and Creative Technologies' from the 2008/09 intake.

NOTED: (a) that the change reflected developments over the last five years which had led to a greater emphasis on creative technologies;

(b) that Chair's action had been taken to approve the request on behalf of APSC;

(c) that the course was due for revalidation on 20 March and that final approval of the proposal would depend on the Revalidation Panel's recommendation.

AGREED: that the request be approved, subject to the Revalidation Panel's recommendation.

08.44 BEng Hons Engineering (Elect/Elect) / MEng Engineering (Elect/Elect) and BEng Hons Engineering (Mechanical) / MEng Engineering (Mechanical)

RECEIVED: a CA3 form requesting the revision of the title of BEng Hons Engineering (Electrical/Electronic) and MEng Engineering (Electrical/Electronic) to 'Electronic Engineering' and revision of the title of BEng Hons Engineering (Mechanical) and MEng Engineering (Mechanical) to 'Mechanical Engineering' from 2008/09.

NOTED: (a) that the Faculty was proposing the changes in titles in order to improve course marketing perspectives following successful accreditation outcomes after the IMechE and IET visit in November 2006;

(b) that the external examiners' support had been obtained, but that not all current students had agreed to the change of titles and without the consent of the full cohort it could not be applied to current students;

(c) that this request would also be considered by APSC at its meeting on 3 April 2008.

AGREED: that the request be approved.

08.45 Course Withdrawals

NOTED: that the following courses had been withdrawn:

PgCert/PgDip/MSc in Web Information Systems (PT) (JN)
PgDip/MSc in Informatics (FT/PT) (JN)
PgDip/MSc Computing and International Business (FT/PT) (ME)
PgDip/MSc Computing and Information Systems Management
(FT/PT) (ME).

FACULTY OF LIFE AND HEALTH SCIENCES

08.46 Revalidation Subject Unit 3C1: Biomedical Science (Undergraduate)

RECEIVED: the report of the Revalidation Panel.

- NOTED:
- (a) that the meeting had been a Joint University (revalidation) Health Professions Council (HPC) (approval visit) Institute of Biomedical Science (IBMS) (accreditation/re-accreditation) and Academy of Medical Laboratory Science (AMLS) (validation) event;
 - (b) that the IBMS had suggested that, in order to be consistent with other accredited integrated programmes in the field and the new QAA Subject Benchmark Statement for Biomedical Science, the Team consider adopting the title 'Applied Biomedical Sciences' for the DPP programme, but that this had not been an issue for HPC, and AMLS had not supported this proposal; the Faculty therefore did not propose to change the title;
 - (c) that the Panel had met with representatives from hospital laboratories used as placement sites for the DPP programme and with student representatives from each of the programmes;
 - (d) that the Panel had stated that a list of specific health and safety learning outcomes should be drawn up and communicated to employers, and that examples of good practice in this area should be shared with all placement providers at meetings of the Employers Liaison Group;
 - (e) that HPC representatives had agreed to recommend to the Education and Training Committee of the HPC that the BSc Hons Biomedical Science with DPP be approved (open-ended), subject to their conditions being met;
 - (f) that, subject to their conditions being met, the IBMS representatives had been satisfied that the requirements of the Institute's accreditation criteria had been met and had agreed to recommend to the Institute's Education and Development Committee accreditation of all the programmes for five intakes from September 2008;

- (g) that AMLS representatives had agreed to recommend to the Academy Council that, subject to their conditions being met, the BSc Hons Biomedical Science with DPP be validated for a five-year period from September 2008.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, the following provision within Subject Unit 3C1 be approved for a further period of five years (intakes 2008 – 2012):

BSc Hons Biomedical Science with Diploma in Professional Practice (Pathology) (FT)
BSc Hons Biomedical Science (FT/PT)
BSc Hons Biomedical Science with Diploma in Industrial Studies (FT)
BSc Hons Biomedical Science with Diploma in Area Studies (FT)
Graduate Certificate in Biomedical Science (PT/DL).

08.47 Revalidation Subject Unit 3C2: Biomedical Science (Postgraduate)

RECEIVED: the report of the Revalidation Panel.

- NOTED:
- (a) that the meeting had been a Joint University (revalidation), IBMS (accreditation/re-accreditation), AMLS (validation) event;
 - (b) that the Postgraduate Diploma and Postgraduate Certificate exit awards were not validated/accredited by IBMS and AMLS, but that the possibility of investigating the accreditation of some individual modules for CPD purposes had been suggested;
 - (c) that the introduction of four named pathways: 'Cellular Pathology', 'Clinical Chemistry', 'Haematology with Transfusion Science' and 'Medical Microbiology' had been proposed;
 - (d) that AMLS and IBMS representatives had met with a group of students, both on-campus and distance learning;
 - (e) that, where the number of students was not sufficient to justify on-campus delivery of a particular module, on-campus students would be offered the module by distance learning with face-to-face tutorial support;
 - (f) that the AMLS representatives had agreed to recommend to the Council of the Academy of Medical Laboratory Science that the MSc Biomedical Science be revalidated and that the four new discipline-specific programmes be validated for a period of five years (intakes 2008 – 2012), subject to conditions being met;

- (g) that IBMS representatives had agreed to recommend that the MSc Biomedical Science be re-accredited and that the four new discipline-specific programmes be accredited for a period of five years (intakes 2008 – 2012), subject to conditions being met.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met

- (i) the MSc Biomedical Science (with Postgraduate Certificate and Postgraduate Diploma exit awards) (FT/PT on-campus and PT by DL) be approved for a further period of five years (intakes 2008 – 2012);
- (ii) the following be approved for a period of five years (intakes 2008 – 2012):

MSc Biomedical Science (Cellular Pathology) (with PgCert and PgDip exit awards)

MSc Biomedical Science (Clinical Chemistry) (with PgCert and PgDip exit awards)

MSc Biomedical Science (Haematology with Transfusion Science) (with PgCert and PgDip exit awards)

MSc Biomedical Science (Medical Microbiology) (with PgCert and PgDip exit awards).

(All to be offered FT/PT on-campus and PT by DL.)

08.48 Revalidation Subject Unit 3G: Food Regulatory Affairs (Postgraduate) including Evaluation of Postgraduate Certificate in Veterinary Public Health

RECEIVED: the report of the Revalidation/Evaluation Panel.

- NOTED:
- (a) that 'European' had been removed from the PgCert/PgDip/MSc Food Regulatory Affairs title to reflect the increasing importance of global food regulatory matters;
- (b) that the Panel had also considered proposals for a stand-alone Postgraduate Certificate in Veterinary Public Health (VPH), which was also incorporated as a named pathway in the PgDip/MSc in Food Regulatory Affairs;
- (c) that the programmes had been developed as the result of a strong co-operation between the constituent universities of the Irish Universities Nutrition Alliance;
- (d) that the PgCert in Veterinary Public Health had been developed in response to the need for training in this field and that discussions were ongoing in relation to obtaining accreditation for this programme by the European Association of Establishments for Veterinary Education;

- (e) that there were plans to offer the PgCert in Veterinary Public Health jointly with University College Dublin in the near future.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met

- (i) the PgCert/PgDip/MSc Food Regulatory Affairs (PT by DL) be approved for a further period of five years (intakes 2008 – 2012);
- (ii) the following be approved for a period of five years (intakes 2008 – 2012):

Postgraduate Certificate in Veterinary Public Health (PT by DL)
Postgraduate Diploma/MSc in Food Regulatory Affairs (Veterinary Public Health) (PT by DL).

08.49 Revalidation Subject Unit 28G: Sport

RECEIVED: the report of the Revalidation Panel.

- NOTED:
- (a) that, although not offered in part-time mode, the BSc Hons Sport and Exercise Sciences and the BSc Hons Sports Studies both offered the option for students to 'slow-track' to facilitate the demands of their sporting participation;
 - (b) that an average of 15 students per year joined the Honours degree programmes with advanced standing from validated courses at partner colleges;
 - (c) that the Foundation degree programme had been developed in consultation with *Skills Active*;
 - (d) that an application had been made to the British Association of Sport and Exercise Sciences (BASES) for accreditation of the BSc Hons Sport and Exercise Science programme;
 - (e) that the Foundation degree in Sports Coaching offered at the University was attractive to mature students and that the Team was also working with the International Office to market the programmes overseas, particularly in Singapore and India;
 - (f) that the Panel had set as one of the conditions of approval that the articulation requirements for Foundation degree holders for completion of the Honours degrees be considered and clarified and any case for variation be submitted for consideration by the Teaching and Learning

Committee, once the University's position on the model for articulation was clarified;

- (g) that the Panel had also set conditions of approval in relation to the level of the module learning outcomes and parity of assessment between modules of the same level.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, the following provision within Subject unit 28G be approved for a further period of five years (intakes 2008 – 2012):

BSc Hons Sport and Exercise Sciences (with DIS/DAS) (FT)
BSc Hons Sports Studies (with DIS/DAS) (FT)
FdSc Sports Coaching (with CertHE exit award) (PT).

FACULTY OF SOCIAL SCIENCES

08.50 Revalidation Subject Unit 9C: Education (Professional Development) (Min 07.103 refers)

RECEIVED: the report of the reconvened Revalidation Panel.

- NOTED:
- (a) that the Lifelong Learning programme had been withdrawn from the revised submission, but that new proposals were currently being developed for further education staff;
 - (b) that the Panel had set as a condition of approval that the School of Education appoint someone with an appropriate academic 'weighting' in librarianship to provide suitable credibility and leadership to the PgCert/PgDip/MSc Library and Information Management programme;
 - (c) that the award title of the Education programme had changed from MSc to Master of Education (MEd);
 - (d) that the Head of School of Education had sought clarification of a condition relating to the Research module, as it was at odds with the recommendation of the May 2007 Panel; the Chair of the May 2007 Panel and the Chair of the November 2007 Panel had agreed that the best option would be for the Team to revisit the Research Project module in order to sufficiently differentiate the learning outcomes to support its 30-point credit status whilst, at the same time, maintaining its academic integrity within the overall programme structure;
 - (e) that students were required to submit a 1000-word summary as part of their Research Project and that this piece of work was used as a marketing tool on the School website.

AGREED: (i) that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, the following provision within Subject Unit 9C be approved for a further period of five years (intakes 2008 – 2012):

PgCert/PgDip/MSc Library and Information Management (PT)

PgCert/PgDip/MEd Education (PT)

PgCert/PgDip/MEd Education (with specialisms) (PT)

Named Specialisms:

Contemporary Society

Employability and Careers Education

Inclusive and Special Education

Information and Communication Technology

Learning and Teaching

Pastoral Care

Management;

(ii) that it be recommended to Senate that the award of MEd be added to the Schedule to Ordinance XXXI;

(iii) that the Faculty ensure that students consented to their work being used as a marketing tool on the School website.

08.51 Revalidation Subject Unit 26C1: Politics and Government including Evaluation of PgDip in Procurement Executive Development

RECEIVED: the report of the Revalidation/Evaluation Panel.

NOTED: (a) that the new PgDip in Procurement Executive Development programme had been designed by the Chartered Institute of Purchasing and Supply (CIPS) and would be delivered, under licence, through eight approved universities in the UK, with the University of Ulster being the only one on the island of Ireland; that the estimated intake for September 2008 was 8 – 10 students;

(b) that the new programme was aimed at middle and senior managers and that satisfactory completion of this programme allowed progression to the final year of the MPA and to the highest level of membership of CIPS;

(c) that the licence fee covered attendance at workshops for staff organised by CIPS and the monitoring of assessment by CIPS;

(d) that the PgDip Health and Social Care Management was offered by the University's collaborative partners at The Beeches Management Centre, Northern Health and Social

Care Trust and Western Health and Social Care Trust (The Regional Consortium) and that Open University work books were used as the basis for teaching on the programme;

- (e) that it was hoped to offer a placement as part of the BSc Hons Politics programme in future;
- (f) that the MPA programme had in the past had four intakes from Liaoning Province in China from 2002/03 to 2005/06, but this arrangement had now ceased; there had been positive experiences with students from Kazakhstan with the programme being delivered in block release mode for this student group and that a strong relationship had been developed with the Civil Service Academy in Kazakhstan.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met

- (i) the following provision within Subject Unit 26C1 be approved for a further period of five years (intakes 2008 – 2012):

BA Hons Politics (FT)

Undergraduate Honours Subject: Politics (Major/Minor) (FT)

Undergraduate Honours Subject: Procurement (Minor) (FT)

PgDip in Health and Social Care Management (with PgCert exit award) (PT) at The Beeches Management Centre, Northern Health & Social Care Trust and Western Health & Social Care Trust

Master of Public Administration (MPA) (with PgDip exit award) (FT/PT);

- (ii) the PgDip in Procurement Executive Development (with PgCert exit award) (PT) be approved for a period of five years (intakes 2008 – 2012).

08.52 Revalidation Subject Unit 26E: Social Administration and Policy

RECEIVED: the report of the Revalidation Panel.

- NOTED:
- (a) that the Advanced Certificate in Community Safety had been withdrawn;
 - (b) that the Panel had recommended that the Faculty formulate coherent succession planning for the replacement of staff, ensuring sustained subject coverage and academic leadership.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, the following provision within Subject Unit 26E be approved for a further period of five years (intakes 2008 – 2012):

BSc Hons Social Policy (FT) (JN)
BSc Hons Health and Social Care Policy (FT) (JN)
Undergraduate Honours Subject: Social Policy (Major/Minor) (FT) (JN)
Undergraduate Honours Subject: Social Policy (Major/Main/Minor) (FT) (ME)
PgDip/MSc Social Research Skills (with specialisms) (with PgCert exit award) (PT) (DL).

08.53 Advanced Certificate in Community Safety

RECEIVED: a request from the Faculty that the former Certificate in Community Safety be upgraded retrospectively to Advanced Certificate and that replacement parchments be issued to those who had completed the course to reflect this change.

NOTED: (a) that the Certificate in Community Safety had been approved by CASC at its meeting in May 2005 and that, as the course comprised one module at each of levels 1, 2 and 3, it met the criteria of an Advanced Certificate (subject to review of entry qualifications);

(b) that revised regulations, which met the entry requirements for an Advanced Certificate qualification, had subsequently been reviewed by the Academic Office but that no formal request had been made from the Faculty to upgrade the Certificate to an Advanced Certificate;

(c) that former students and the Community Safety Unit had expected a higher level award.

AGREED: that the request be approved.

08.54 Certificate in Police Studies

NOTED: that, in light of the tendering process, the revalidation of this programme, scheduled for April 2008, had been postponed.

08.55 Course Withdrawal

NOTED: that the following course had been withdrawn:

Advanced Certificate in Community Safety (PT) (JN).

08.56 REPORT ON ACADEMIC DEVELOPMENT AND STUDENT SERVICES COMMITTEE BUSINESS

RECEIVED: a report of new proposals and other relevant business considered by the Academic Planning Sub-Committee at its meeting on 11 January 2008 and endorsed by the Academic Development and Student Services Committee at its meeting on 11 February 2008 (CASC/08/14).

- NOTED:
- (a) that six new programmes had been proposed for a 2008 start, but that two of these proposals would not require an evaluation event; the evaluation of BA Hons Literature had been included in the revalidation of Subject Unit 11A: English (min 08.32 refers);
 - (b) that confirmation had been received of the external examiner's support for Spanish (Main);
 - (c) that, following receipt of the external examiner's comments, the proposed PgDip/MSc Interactive Business Technologies would now be subject to a conventional evaluation for a 2009 start;
 - (d) that the next meeting of APSC would be held on 3 April 2008 and that it was anticipated that there would be more late proposals for a September 2008 start.

08.57 ENROLMENTS ON NEW PROGRAMMES VALIDATED IN 2006/07

RECEIVED: a statement of enrolments on new programmes validated in 2006/07 (CASC/08/15).

- NOTED:
- (a) that, of the 25 new programmes, only two had not had an intake and that most were close to the targets anticipated by the faculties;
 - (b) that the start date for PgDip Legal Practice had been postponed pending accreditation by the Law Society; accreditation had now been received.

08.58 STATEMENT ON SUBMISSION OF OUTSTANDING DOCUMENTS 2006/07, 2004/05 AND 2003/04

RECEIVED: a statement on the submission of outstanding final documents from 2003/04, 2006/07 (CASC/08/16 (a)) and 2007/08 (CASC/08/16 (b)).

- NOTED:
- (a) that the following were still outstanding:
 - 2003/04: 2 documents
 - 2006/07: 8 documents;
 - (b) that the document for Subject Unit 3C2 had now been signed off;
 - (c) that for 2007/08, 6 documents had been signed off, 4 documents had not been received by the stipulated deadline, and 17 documents were not yet due.

AGREED: that Faculties continue to work to clear outstanding documents.

08.59 DATE OF NEXT MEETING

It was noted that the next meeting of the Sub-Committee scheduled for 29 May would be rescheduled owing to other commitments of the Chair.

DURATION: 2 hours

AGF/AG 13.03.08

COURSE APPROVAL SUB-COMMITTEE

13 March 2008

FACULTY OF ART, DESIGN AND THE BUILT ENVIRONMENT

BSc Hons Urban Planning and Property Development

To change the dissertation component from 2 x 20 pt modules to a single 'long thin' 40 pt module.

FACULTY OF ARTS

Undergraduate Hons Subject: History

To introduce a level 3 option in 'The Decline and Fall of the European Empires';

Undergraduate Hons Subject: Film Studies (Main/Minor)

To introduce an additional level 2 optional module 'Mapping the City';

BA Hons International Politics

To reintroduce for 2007/08 only module POL108 in the second semester; to introduce a new level 2 module 'The Global Conversation: Problems & Prospects for a Global Civil Society'.

FACULTY OF BUSINESS AND MANAGEMENT

Advanced Diploma in Management Practice

To add two optional 20 pt modules;

PgDip/MSc Human Resource Management

To deliver it over a two year period with a total of 180 credit points (from September 2008); to revise the structure and content; to introduce an in-company version (2 year model) for Capita (outcentre delivery of seven modules) from January 2008;

Master of Business Studies/Master of Business Administration

To revise the assessment strategy for module BMG776.

FACULTY OF COMPUTING AND ENGINEERING

FdEng Industrial Electronic Engineering at SWC

To amend the content of the module and to adjust assessment in three modules;

Certificate of Personal and Professional Development

To introduce a 10 pt level 1 module 'Employability through Work Experience' within CPPD framework; to introduce two 5 pt level A modules 'Introduction to Internet & Multimedia Technology', 'The Building Cycle' and four 10 pt level A modules 'Problem Solving with Computers', 'Introduction to Computers', 'Introduction to Electrical Technology' and 'Computers in Society' within the CPPD framework;

BEng/BEng Hons Electronics, Communications and Software

To replace one common module; to replace and update one common module; to update two common modules as 10 pt modules; to update one module in the Honours degree only; to replace two modules in the non-Honours degree; to change options in non-Honours degree;

BEng/BEng Hons Mechanical Engineering with DIS

To replace 2 x 20 pt modules with 4 x 10 pt modules in the Honours and non-Honours programmes;

MEng Engineering; MEng Engineering (Mechanical); MEng Engineering (Elect/Elect); MEng Engineering + Diplom Ingenieur; BEng (Hons) Engineering; BEng (Hons) Engineering (Mechanical); BEng (Hons) Engineering (Elect/Elect)

To delete a number of modules; to add modules; to introduce new modules; to update syllabi; to change status of some modules; to change the A level subject requirements for two courses; to remove entry route of BEng Hons Engineering (Mechanical); to revise regulations accordingly;

BSc Hons Computer Science

To add two modules from BEng Hons Electronics and Computer Systems; to revise and rename and change semester of module COM620M2; to introduce three new modules;

BSc Hons Biomedical Engineering

BSc Hons Biomedical Engineering with IFY

To replace 1 x 20 pt module with 2 x 10 pt modules; to replace four 20 pt modules; to replace an optional module with a compulsory module; to change the Research Project to a 'long thin' 30 pt module; to withdraw two optional modules;

PgDip/MSc Computing Design

To introduce three modules.

FACULTY OF LIFE AND HEALTH SCIENCES

Undergraduate Hons Subject: Geography

To introduce a new level 3 option 'Advanced Geographic Information Systems' in semester 2;

MSc Health Science

To make module POD802J2 available as a 'long thin' module with a J4 code.

FACULTY OF SOCIAL SCIENCES

Certificate of Personal and Professional Development Framework

To introduce a 10 pt level 1 short course module 'Medical Law and Ethics';

BSc Hons Public Relations

To move module CMM353J1 to level 1 semester 2 and to introduce its level to 1;

PgDip/Master of Public Administration

To revise the assessment strategy in module ECO706J2 to 100% coursework from semester 2 2007/08;

PgDip/MSc Professional Development in Social Work

To introduce a 30 pt optional module 'Probation/Criminal Justice Professional Practice'.