

UNIVERSITY OF ULSTER

COURSE APPROVAL SUB-COMMITTEE

Minutes of a meeting held on 14 March 2006 at the Jordanstown campus

PRESENT

Professor D McAlister (Chair), Mrs H Farley, Professor E Lillie, Mr T McLernon

APOLOGIES

Professor A Erridge

IN ATTENDANCE

Mr A G Faulkner, Ms K McCafferty

06.21 MINUTES

The confirmed minutes of the meeting held on 11 January 2006 were signed and dated by the Chair.

06.22 MATTERS ARISING

BSc Civil Engineering and BSc Construction Engineering (min 06.10)

Mr McLernon reported that the Faculty was now considering retaining these non-Honours degrees for which CA5s had previously been submitted.

06.23 COURSE APPROVAL

The Sub-Committee considered business from each Faculty (papers CASC 06/11 - 15) and noted revisions approved by the Faculties as detailed in the Appendix.

FACULTY OF ARTS

06.24 Subject Unit 2G: Architecture

RECEIVED: the report of the Revalidation Panel.

NOTED: (a) that the Teaching and Learning Committee (Feb 2006) had approved a request to depart from the University's regulations which state that at Level 1 at least 50% of the modules shall normally be assessed by a combination of coursework and written examination. Only two 10 point modules would now be assessed by a combination of coursework and examination;

- (b) that the Committee had also approved a request for three 10 point modules per semester in each year and a long thin 60 point Design module in year 1.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the panel being met, the following provision be approved for a period of five years (intakes 2006 to 2010):

BA Hons Architecture (FT) (BT)

06.25 Subject Unit 19B: Media Studies

RECEIVED: the report of the Revalidation Panel.

- NOTED:
- (a) that this was a further review after the 2005 revalidation in respect of two aspects of provision (min 05.68 refers);
 - (b) that the title of the 'Journalism and Publishing Studies' Subject had been changed to 'Journalism' and the Minor strand withdrawn.

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 be approved for a period of four years (intakes 2006 to 2009) in accordance with the University's revalidation schedule.

Undergraduate Honours Subject: Media Studies (Single Honours; Major; Main; Minor)
Undergraduate Honours Subject: Journalism (Main)

- (ii) that the Coleraine Campus Co-ordinating Group and Student Recruitment Services be advised of the changes.

06.26 PgDip/MA Museum Practice and Management (PT) (DL)

- NOTED:
- (a) that the supplementary information required has been received and approved by all Panel members and that the Panel had agreed to recommend the programme's approval (min 06.4 refers);
 - (b) that the Faculty had confirmed support from the Heritage Council and that a written assurance of support from the Chester Beattie Library for the programme would follow shortly.

AGREED: that it be recommended to the Teaching and Learning Committee that the programme be approved for a period of five years (intakes 2006 to 2010).

FACULTY OF BUSINESS AND MANAGEMENT

06.27 Subject Unit 5A: Business and Management (Undergraduate/Coleraine)

RECEIVED: the report of the Revalidation Panel.

- NOTED:
- (a) that the new Single Honours degree in Business replaced the previous Management degree and that new Minor Subjects had also been considered;
 - (b) that a case for departing from the principle of a final year dissertation had been re-submitted to the Teaching and Learning Committee and approved.

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 be approved for a period of five years (intakes 2006 to 2010):

Undergraduate Honours Subject: Business Single Honours;
Major (with optional DIS/DAS); Minor)

BSc (Hons) Business Finance and Investment (with optional DIS/DAS)

Undergraduate Honours Subjects: Accounting, Marketing, Retail Studies (Minor)

- (ii) that the Coleraine Campus Co-ordinating Group be advised of the approval.

06.28 Revalidation of Subject Unit 5J: MSc Innovation Management in the Public Service

RECEIVED: a request for a one year extension to the period of approval (to include the 2007 intake) for provision within the above unit and to postpone the the revalidation to 2007/8.

- NOTED:
- (a) that the programme had been validated as a joint award with Letterkenny Institute of Technology (through the Higher Education Training and Awards Council of the Republic of Ireland (HETAC)) in September 2003 and had been approved for four years rather than the normal five;
 - (b) that, in order to provide more comprehensive data i.e. information from three cohorts to the revalidation panel, the Faculty had requested a postponement of revalidation to the second semester 2007/8;
 - (c) that positive feedback from the external examiner and sponsoring bodies has been received;

- (d) that HETAC would need to be consulted regarding the new timetable for the review.

- AGREED:
- (i) that it be recommended to the Teaching and Learning Committee that a one year extension be granted to the period of approval;
 - (ii) that the revalidation be postponed to 2007/8.

06.29 FdSc Sports Leisure and Event Management at Omagh College of FHE

- NOTED:
- (a) that DEL had not approved the course which had been evaluated in October 2005 to replace an HND (min 06.7 refers);
 - (b) that the Faculty had reported that the College wished to continue to work to meet the Panel's conditions and recommendations in the hope that DEL would reconsider its decision;
 - (c) concern that DEL's strategic planning timeframe was not harmonised with the University's.

AGREED: that DEL be asked to advise the University of its decisions on recent HE proposals involving the University and that it be asked to review its planning approval timetable to ensure that College and University staff did not waste time and effort developing proposals within the University's one year standards assurance timeframe.

06.30 Programme Withdrawals

NOTED: that the following programmes had been withdrawn:

HNC Retail and Customer Services Management at Limavady College of FHE
HNC Business and Marketing at Limavady College of FHE
BSc Hons Travel and Tourism Management at Hong Kong College of Technology.

FACULTY OF ENGINEERING

06.31 FdSc Multimedia at North West Institute of FHE (FT/PT)

RECEIVED: the report of the Evaluation Panel.

- NOTED:
- (a) that notification of DEL approval had not yet been received;
 - (b) that the Director of the Institute was to confirm in writing that all outstanding resources would be in place, in respect of the library provision (for year one of the programme) before the start of the

programme, and in respect of the IT provision before the start of year two.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, and, subject to DEL approval, the programme be approved for a period of two years (intakes 2006 to 2007) in line with the University's revalidation schedule for Subject Unit 16D, for cohort sizes of 18 full-time and 14 part-time.

06.32 BSc (Hons) Housing with DPP

RECEIVED: a CA3 proposal to rename the above programme BSc (Hons) Housing Management with Diploma in Industrial Studies.

NOTED: that the Academic Planning Sub-Committee had already endorsed the change.

AGREED: that the change in title be approved.

06.33 Programme Withdrawals

NOTED: that the following programmes had been withdrawn:

Limavady College of FHE

Diploma in Computing
FdSc Computing
DipHE Computing
DipHE Computing with eMedia
HNC/D Computing (Software Engineering/Business Information)

East Down Institute of FHE

HND Building Engineering (FT/PT)
FdSc Timber Technology (FT/PT)
HNC Mathematical Studies (Mathematics, Statistics and Computing)

Belfast Institute of FHE

HND Architectural Technology (with CIS)

FACULTY OF LIFE AND HEALTH SCIENCES

06.34 Subject Unit 25A1: Psychology

RECEIVED: the report of the Revalidation Panel.

NOTED: (a) that the Teaching and Learning Committee had approved a request that year 2 of the BSc Hons Psychology (with DIS) (CE),

BSc Hons Social Psychology (with DIS) (CE) and BSc Hons Psychology (ME) should contribute 30% of the weighting towards the final result;

- (b) that the Teaching and Learning Committee had not approved a request to set a threshold for participation in the optional placement at 60%; employers might however set their own standard for selection;
- (c) that the subject team had decided not to restrict the application of condonement in the Minor Subject thus allowing the possibility of condonement of both modules in Levels 1 and 2.

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 be approved for a period of five years (intakes 2006 to 2010):

Undergraduate Honours Subject: Psychology: Single Honours (with optional DIS); Minor (CE)
BSc (Hons) Social Psychology (with optional DIS) (CE)
Undergraduate Honours Subject: Psychology: Single Honours; Minor (ME);

- (ii) that the Campus Co-ordinating Groups and the themed audit of the student experience in modular combinations be asked to consider the application of condonement in Minor subjects.

06.35 Subject Unit 22A: Nursing (Pre-Registration)

RECEIVED: the report of the Revalidation Panel.

- NOTED:
- (a) that the Teaching and Learning Committee had not approved the proposal made by the Faculty requiring a mark of 55% to progress to the final stage of the Honours programme with other students completing a non-Honours degree;
 - (b) that the Faculty was to consider alternative ways of providing a non-Honours degree;
 - (c) that the Committee had endorsed a proposal to hold examination boards at the end of each semester, subject to the attendance of at least one external examiner at each Board of Examiners' meeting and proposed arrangements for the consequences of failure;
 - (d) that revised documentation had not been submitted by the 6 March deadline but that NIPEC had agreed to an extension to 5 May (with a paper to NIPEC by 15 April).

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 be approved for a period of five years (intakes 2006 to 2010):

BSc (Hons) Nursing (FT - Web-dependent) (CE/ME)
BSc Nursing (FT - Web-dependent) (CE/ME)
Graduate Diploma in Nursing (FT - Web-dependent) (ME)

(ii) that the Faculty should give particular attention to the student experience on the programmes through the Annual Subject Monitoring process.

06.36 Master of Pharmacy (MPharm)

RECEIVED: the report of the Evaluation Panel.

NOTED: that the Planning Committee in June 2005 had decided not to support the development of Pharmacy at this time.

06.37 Revalidation of Subject Unit 28J: Rehabilitation (Pg) (JN) – MSc Physiotherapy

NOTED: that the revalidation of the above programme was to be rescheduled to 2007/8 in view of the suspension of intake in 2006 and 2007.

06.38 Subject Unit 30C: Diploma in Foundation Studies for Mature Students (Science and Technology) at BIFHE and Diploma in Foundation Studies in Science at NWIFHE

RECEIVED: the report of the Revalidation Panel.

NOTED: that the Teaching and Learning Committee (December 2005) had agreed to amend the award title for Access programmes to 'Access Diploma' and that the term 'Foundation Studies' was not to be included in the title of Access Diploma programmes.

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

- (i) the Access Diploma in Science and Technology (with Certificate in Adult Learning exit award) (PT) at BIFHE be approved for a period of five years (intakes 2006 to 2010) for a maximum annual intake of 200 students;
- (ii) the Access Diploma in Science (FT/PT) at NWIFHE be approved for a period of five years (intakes 2006 to 2010) for a maximum annual intake of 20 for each mode of attendance (NWIFHE to consider exit award).

06.39 Msc Applied Psychology

RECEIVED: a request for a one year's extension of approval to include the 2006 intake (at Magee).

NOTED: (a) that the programme had not been submitted for revalidation in 2005/6;

(b) that the course was currently offered at Jordanstown and a proposal to transfer the programme to Magee would be considered by the Academic Planning Sub-Committee.

AGREED: that it be recommended to Teaching and Learning Committee that the request be approved.

FACULTY OF SOCIAL SCIENCES

06.40 Diploma in Social Sciences (PT) at East Tyrone College of FHE

RECEIVED: the report of the Evaluation Panel.

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 four years (intakes 2006 to 2009), in line with the University's revalidation schedule for a maximum cohort of 30 students.

06.41 PGCert in School Library Management

RECEIVED: a request to defer the revalidation as intakes from March to September 2007 took place in the second rather than first semester.

AGREED: that the request be approved but that the Faculty be informed that this might affect the timing of the next intake.

06.42 Programme Withdrawals

NOTED: that the following programmes had been withdrawn:

Diploma in Women's Studies (BIFHE)
Diploma in Foundation Studies (Humanities and Social Services) (BIFHE)
Diploma in IT Studies and Professional Development for Women (BIFHE)
DipHE Play and Playwork (BIFHE)
DipHE Early Years Practice (EDIFHE)
Diploma in Community Development and Leadership/CertHE Community Development and Leadership (LCFHE)
Diploma Social Sciences/CertHE Social Sciences (NDAIFHE)
Certificate in IT and Professional Development for Women (NDAIFHE)

Diploma in Womens Studies (NWIFHE)
Diploma in IT Studies and Professional Development for Women
(NKIFHE)

EVALUATION AND REVALIDATION SCHEDULE

06.43 Computing

- NOTED:
- (a) that the Faculty of Engineering now planned to reconfigure provision in the Unit into different sub-units;
 - (b) that the Annual Course Review 2004/5 had identified Hong Kong College of Technology as one of four institutions with quality assurance concerns, and that the Teaching and Learning Committee had agreed that a University delegation visit such institutions;
 - (c) that the Sub-Committee had previously deferred a decision on the request to extend approval of the two degrees at Hong Kong College of Technology so that this was held after the revalidation of the parent courses at the University, pending the outcome of the ACR. (min 06.20 refers).

AGREED: that the Faculty be asked to provide evidence to support the extension of approval of the two degrees at Hong Kong College of Technology.

06.44 Report from Academic Planning Sub-Committee (9.2.06) and Academic Development and Student Services Committee (20.2.06)

- NOTED:
- (a) that recommendations had been made to Senate that planning and evaluation of the following proposals proceed for September 2006 intakes:
 - FdSc Architectural Technology at NEIFHE (FT), OCFHE (PT), UBIFHE (FT) as part of revalidation of subject unit 4B: Built Environment;
 - BSc Hons Nursing (FT) as SAAD Nursing and Allied Health Science College, Al-Khabar, Saudi Arabia (outcentre);
 - Certificate in Education (Post Compulsory) (PT) at the Police College, Garnerville (outcentre);
 - (b) that NEIFHE was one of the four Colleges with quality assurance concerns;
 - (c) that the Faculty was to clarify whether the Certificate in Education would be taught by University staff or recognised teachers and that careful consideration was to be given to the

staff and physical resources supporting the Certificate in Education and to course management.

AGREED: that the evaluation of FdSc Architectural Technology should proceed as part of the Unit 4B: Built Environment revalidation but that a decision on whether the programme should be allowed to run would be taken in light of the institution visit and revalidation.

Duration: 1hr 10mins