

UNIVERSITY OF ULSTER

COURSE APPROVAL SUB-COMMITTEE

Minutes of a meeting held on 21 September 2006 at the Coleraine campus

PRESENT

Professor D McAlister (Chair), Mrs H Farley, Mr T McLernon, Professor R M O Pritchard (for Professor A Erridge)

APOLOGIES

Professor A Erridge, Professor E M Lillie, Dr M Murphy

IN ATTENDANCE

Mrs C G Avery (mins 06.112 to 06.114), Mr A G Faulkner, Mrs A Garland

06.83 MINUTES

The confirmed minutes of the meeting held on 30 May 2006 were signed and dated by the Chair, subject to the following corrections:

Min 06.56 'FdSc Sports, Leisure and Event Management' should read 'FdSc Leisure, Sport and Event Management';

Min 06.60 'BSc Hons Transport' should read 'BSc Hons Transportation';

Min 06.77 The 'Noted' section should precede the 'Agreed' section.

CHAIRMAN'S COMMUNICATIONS

06.84 Review of HE in FE

The Chair reported that DEL had initiated a review of HE with three strands: Course Approval and Quality Assurance, Funding and MaSN. Professor McAlister advised that she was the University's representative on the Working Group reviewing approval and quality assurance processes. It was hoped to streamline arrangements taking account of the requirements of DEL, ETI and HEIs. The review of MaSN would look at allocations within the six reconfigured regional colleges and the University expected to contribute significantly to these discussions.

06.85 Foundation Degrees

The Chair reported that DEL was to launch a review of Foundation degrees and that the University would be invited to nominate representatives to take part in this review. The review would look at subject areas, structures and the current 2+2 model, as well as the role of the Sector Skills Councils in the promotion of Foundation degrees.

06.86 Change Academy

A University team with colleagues from FE and DEL had recently attended the Change Academy to work on a project to develop a more effective strategic framework for collaboration between the University and FE in Northern Ireland in order to facilitate the achievement of strategic regional HE objectives. As a result, it was proposed that a forum be established involving the regional colleges and the University. A report and action plan had been drafted for consideration by the University's Senior Management Group, the colleges and DEL.

06.87 Briefing Seminar for Evaluation and Revalidation

The annual evaluation and revalidation briefing seminar would be held on 6 October 2006. To date approximately 60 members of staff had indicated that they would be attending the seminar.

06.88 COURSE APPROVAL

The Sub-Committee considered business from each Faculty (papers CASC/06/27 - 31) and noted revisions approved by the Faculties as detailed in the Appendix.

FACULTY OF ARTS

06.89 CertHE Irish History and Cultural Traditions at Limavady College of Further and Higher Education

- NOTED:
- (a) that Limavady College now wished to retain this course. The course was revalidated in 2004/5 but revised documentation had not been submitted at the time (min 06.79 refers);
  - (b) that the final documentation had now been submitted and approved by the Chair of the Revalidation Panel;
  - (c) that the course would not be offered in 2006 owing to staffing difficulties and that confirmation of resources would be required before the programme was offered.

AGREED: that the request be approved (for intakes 2007-2009), subject to confirmation by the Faculty that adequate resources are in place prior to the programme being offered.

06.90 FdA Three Dimensional Design and Heritage Crafts at Limavady College of Further and Higher Education

- NOTED:
- (a) that the new title agreed by the UU Head of School and the Director of Limavady College was FdA Contemporary and Traditional Crafts (min 06.48 refers);
  - (b) that confirmation of the new title was awaited from the Dean on behalf of the Faculty.

AGREED: that the new title be approved, subject to confirmation from the Dean.

06.91 Course Withdrawals

NOTED: that the following courses had been withdrawn:

PgDip/MA Irish and Scottish Studies  
PgDip/MA Written and Verbal Arts

FACULTY OF BUSINESS AND MANAGEMENT

06.92 Subject Unit 15G: BA Hons Hotel and Tourism Management at HTMi, School of International Hotel and Tourism Management, Switzerland

RECEIVED: the report of the Revalidation Panel.

- NOTED:
- (a) that steps were being taken to address staff development, library resourcing and quality management matters;
  - (b) that the final document had been received and that the conditions of the Panel had been met;
  - (c) that the external English language test requirement (condition iii) had been waived in 2006 as the specific CAE test could not be undertaken in the summer;
  - (c) that it was understood that HTMi would wish to offer level 3 of the BSc which replaced the BA at the University from 2004, and that this would be evaluated during 2006/07;
  - (d) that the programme had been selected for a 'virtual' visit as part of the forthcoming QAA Collaborative Audit.

AGREED: that it be recommended to the Teaching and Learning Committee that the course be approved for a further period of one year (2006 intake) in line with the run-out of the course at the University.

06.93 PgD/MSc International Hotel and Tourism Management and PgD/MSc International Tourism Development

NOTED: that, in accordance with a recommendation of the Evaluation Panel, these programmes had now been restructured to MSc with PgDip exit award (min 05.71 refers).

06.94 FdSc Leisure, Sport and Event Management at Omagh College

- NOTED:
- (a) that the revalidation panel, which met on 25 October 2005, had asked for a review of the content and, as a result, possible review of the title;
  - (b) that, pending approval of the final document, the programme had been re-titled FdSc Event Management (Culture, Arts and Leisure).

06.95 Course Withdrawals

NOTED: that the following courses had been withdrawn:

BSc (Hons) Retail, Marketing and Customer Service Management (Belfast Institute of Further and Higher Education)

HNC/D Business and Related Studies (CIS/CAS); HNC/D Business and Finance; HNC/D Business and Marketing; HNC/D Public Administration; HNC/D Retail Management; HNC/D Retail and Customer Services Management (Armagh College, East Antrim Institute of Further and Higher Education, East Down Institute of Further and Higher Education, Fermanagh College, Limavady College, North East Institute of Further and Higher Education, Omagh College, Newry and Kilkeel Institute of Further and Higher Education)

HNC/D Business with Marketing (North East Institute of Further and Higher Education)

HNC/D Business with Finance (North East Institute of Further and Higher Education)

HNC/D Business Studies (North Down and Ards Institute of Further and Higher Education)

HNC/D Business with Computing (Fermanagh College, North Down and Ards Institute of Further and Higher Education)

HNC/D Retail Management (Causeway Institute of Further and Higher Education, Lisburn Institute of Further and Higher Education)

FACULTY OF ENGINEERING

06.96 Revalidation Subject Unit 4B: Built Environment (Colleges)

RECEIVED: the report of the Revalidation Panel for the revalidation of FdSc Architectural Technology and FdSc Construction Engineering.

- NOTED:
- (a) that eight colleges had collaborated on curriculum planning and development of the two foundation degrees;
  - (b) that the FdSc Architectural Technology (PT) would not be offered in 2006/07 at Armagh College and that the Faculty would confirm that there were adequate staffing resources before the 2007 intake;
  - (c) that NWIFHE would not offer either degree this year and that the Faculty would make recommendations to the Sub-Committee regarding the 2007 intake;

- (d) that DEL had approved the provision with the exception of FdSc Architectural Technology at NEIFHE;
- (e) that the final document had now been forwarded to the Chair of the Revalidation Panel for approval as the conditions and recommendations had been addressed;
- (f) that the Chair had asked to meet with NEIFHE Senior Management to discuss institutional matters arising from Annual Course Review.

- AGREED:
- (i) that a number of the Panel's recommendations should have been set as conditions of approval as they related to issues of standards assurance and that Chairs of Evaluation/Revalidation Panels be reminded that standards matters must be treated as conditions and not recommendations;
  - (ii) that the FHCC be asked to provide a report for the meeting of CASC on 11 January 2007, outlining how the Panel's conditions and recommendations have been addressed in practice;
  - (iii) that it be recommended to the Teaching and Learning Committee that, subject to reports from the Faculty in respect of NKIFHE (regarding the FdSc Architectural Technology programme only) and NWIFHE prior to first intakes, the following provision be approved for both full-time and part-time modes for a further period of five years (intakes 2006-2011), with the exception of Armagh College, which is approved for the FdSc Architectural Technology only in part-time mode.

The programmes and mode of attendance that the Institutions intend to offer in 2006 together with the approved maximum cohort sizes are as follows:

<u>FdSc Architectural Technology</u>		<u>Maximum Cohort Size</u>
Armagh College of FHE	(PT)	12
Belfast Institute of FHE	(FT)	20
East Down Institute of FHE	(FT)	12
North East Institute of FHE	(FT)	10
Omagh College of FHE	(PT)	15
Upper Bann Institute of FHE	(FT)	12
North West Institute of FHE	(no intake 2006)	10 (FT)
Newry & Kilkeel Institute of FHE	(no intake 2006)	12 (FT)

<u>FdSc Construction Engineering</u>		<u>Maximum Cohort Size</u>
Belfast Institute of FHE	(FT)	20
East Down Institute of FHE	(FT)	15
Newry & Kilkeel Institute of FHE	(FT)	12
Newry & Kilkeel Institute of FHE	(PT)	12
North East Institute of FHE	(FT)	20
Omagh College of FHE	(PT)	24
Upper Bann Institute of FHE	(FT)	12
North West Institute of FHE	(no intake 2006)	10 (FT)

During the period of approval, any changes to the mode of attendance offered by the Institutions will require to be reported through the Faculty for approval of cohort size.

#### 06.97 BSc Hons Computing Science

NOTED: that the Faculty had extended the provision of the Associate Bachelor's degree exit award to the BSc Hons Computing Science programme (with the award of AB Computing Studies) and that this had been omitted from the CA3 form noted at CASC on 30 May 2006.

#### 06.98 BSc Hons Mathematics with Computing

NOTED: (a) that the Faculty had proposed a revision to the proposed date of withdrawal for the programme at South China Agricultural University (SCAU) from the end of the 2007/8 academic year to ensure continuity as SCAU was working towards new arrangements with the Faculty whereby the Faculty would admit students to the final year of a Computer Science degree at the University, following completion of a SCAU Higher Diploma (min 06.65 refers);

(b) that consequently the Faculty had requested an extension of one year to the period of approval for the BSc Hons Mathematics with Computing programme at Jordanstown;

(c) that the Faculty had confirmed that the standards and quality at SCAU remained satisfactory but had made clear that there would be no further extension;

(d) that an action plan had been drawn up and that SCAU was keeping to schedule.

AGREED: that it be recommended to the Teaching and Learning Committee that the period of approval of the courses at SCAU and UU be extended by one year (2007 intake at SCAU and final year intake at Jordanstown in 2009).

06.99 Subject Unit 16E: BSc Hons Computing and BSc Hons Interactive Multimedia Designs at Hong Kong College of Technology (HKCT)

- NOTED:
- (a) that, at its meeting on 14 June 2006, the Teaching and Learning Committee had recommended a one year extension of approval to the two degrees, following the special visit of the two Pro-Vice-Chancellors to the institution with regard to matters raised in the Annual Course Review report (min 06.61 refers);
  - (b) that the Faculty had already received an extension to approval and postponement for the revalidation of its own provision in computing;
  - (c) that discussions were ongoing between the Faculty and the University's Senior Management about the future strategic direction of the link with the college;
  - (d) that HKCT had been selected to be part of the forthcoming QAA Audit of provision in Hong Kong.

06.100 Subject Unit 4A2: Built Environment (PG)

NOTED: that the following courses had not been submitted for revalidation and were now deemed to have been withdrawn:

PgC/D/MSc Project Management  
PgD/MSc Corporate Real Estate and Facilities Management  
PgD/MSc Environmental Health, Protection and Safety

06.101 Course Withdrawals

NOTED: that the following courses had been withdrawn:

Diploma in Foundation Studies in Computing/Access Diploma in Computing (with Cert exit award) at North East Institute of FHE  
FdSc Software Engineering at North East Institute of FHE  
FdSc Computing with eMedia (with CertHE exit award) at Limavady College of FHE  
HNC Building Engineering at Omagh College  
HND/C Building and Estate Management at Causeway Institute of Further and Higher Education  
HND Computing with CAS at Upper Bann Institute of Further and Higher Education (Portadown campus)

## FACULTY OF LIFE AND HEALTH SCIENCES

### 06.102 BSc Hons Nursing Studies (SAAD College of Nursing and Allied Health Sciences (SCNAHS), Saudi Arabia - outcentre)

RECEIVED: the report of the Evaluation Panel.

- NOTED:
- (a) that this was a five year degree delivered through the University, using considerable e-learning as well as some face-to-face contact;
  - (b) that, while the curriculum had been developed by the University, most of the delivery and assessment would be carried out by SCNAHS staff who would be appointed Recognised Teachers of the University. Staff were to be appointed by September and the Faculty would be involved in the appointment process. Staff not meeting the University's teaching standards would be required to complete the PgCHET;
  - (c) that, at its meeting on 14 June 2006, the Teaching and Learning Committee considered a number of proposed departures from normal University practice and that those relating to progress and meetings of Boards of Examiners were approved as they were the same as the exceptions previously approved for the BSc Hons course offered on campus;
  - (d) that the Committee had expressed disquiet at the low English Language entry standard which had been part of the contract signed with SAAD prior to the evaluation meeting and that this issue was being considered by the Pro-Vice-Chancellor (Academic Development and Student Services) as it had wider implications;
  - (e) that separate external examiners would be required for the English Language and Islamic Studies components unless the other externals had expertise;
  - (f) that the Faculty had held discussions with SAAD regarding the expansion of the provision, as well as the provision of a pharmacy programme. The Sub-Committee expressed concern regarding this as there is currently no pharmacy programme offered by UU.

- AGREED:
- (i) that the Faculty be asked for a progress report in relation to the appointment of staff at the meeting of the Teaching and Learning Committee on 18 October 2006;
  - (ii) that it be recommended to the Teaching and Learning Committee that, subject to special consideration being given to the programme in the Annual Subject Monitoring exercise, the programme be approved for a period of five years (intakes February 2007-2011).

06.103 Revalidation of PgCert in Education for Nurses, Midwives and Specialist Community Public Health Nurses (Lecturer/Practice Education pathways)

- NOTED:
- (a) that, as the NMC has developed new standards, the Faculty had brought forward the revalidation of this course to 2006/7;
  - (b) that the title would be revised to PgCert in Education for Nurses, Midwives and Specialist Practice Public Health Nurses (lecturer pathway only);
  - (c) that the revalidation had been scheduled for March 2007, but the Faculty had requested a May event.

AGREED: that the revalidation event be held in early May and that the Faculty would be required to meet any conditions of approval and submit revised documentation by the end of June.

06.104 BSc Hons Biomedical Sciences with Diploma in Professional Practice

NOTED: that the Institute of Biomedical Science had confirmed accreditation for the 2005-2009 cohorts.

06.105 BSc Hons Applied Biosciences (DL)

- NOTED:
- (a) that, following the visit to the HKCT by the two Pro-Vice-Chancellors, the University was satisfied with the physical resources of HKCT to support certain aspects of the programme (min 06.68 refers);
  - (b) that an Agreement had now been signed;
  - (c) that the course would now start in January 2007.

06.106 Course Withdrawals

NOTED: that the following courses had been withdrawn:

MSc Counselling Psychology (Magee)  
PgDip Medical Science (Jordanstown)

FACULTY OF SOCIAL SCIENCES

06.107 Revalidation Unit 9I: PgCert/Dip Further and Higher Education

RECEIVED: the report of the Revalidation Panel.

- NOTED:
- (a) that the revised programme would be delivered in 2006/07;
  - (b) that there would be an intake of 250 students this year and that the Head of School had requested 'additional hours' to support this increase;

- (c) that a response to all of the Panel's conditions and recommendations had been forwarded to the Academic Office;
- (d) that the Teaching and Learning Committee had received separately the Faculty's response to the ETI report on the PgCert and a supplementary report from the ASM Sub-Group and that the Faculty's response to the latter would be provided to the Teaching and Learning Committee at its meeting in December;
- (e) that it was intended to invite the Inspectorate to an early meeting to discuss the provision prior to a follow-up inspection of the PgCert, which would probably take place in the second semester.

AGREED: that it be recommended to the Teaching and Learning Committee that the programme be approved for a further period of five years (intakes 2006-2011).

#### 06.108 Certificate/Diploma in Police Studies at PSNI

RECEIVED: a request from the Faculty for an extension of approval to include the 2007/8 intakes.

- NOTED:
- (a) that limited progress had been made by the Police College in setting a strategic direction for education and the possible development of a FdSc;
  - (b) that the University had concerns regarding the current provision's fitness for purpose but the report confirmed its quality and standard.

AGREED: that it be recommended to the Teaching and Learning Committee that the period of approval be extended to include the 2007/8 intakes.

#### 06.109 Access Diploma in Information Technology and Professional Development for Women

RECEIVED: a CA3 proposal to remove 'for Women' from the title in order to clarify that it was not a Women's Studies course.

AGREED: that it be recommended to the Teaching and Learning Committee that the proposed change of title be approved, subject to confirmation also by the Academic Planning Sub-Committee.

#### 06.110 Programme Withdrawal

NOTED: that the following programme had been withdrawn:

MSc Social Work (Magee)

06.111 REPORT ON ACADEMIC DEVELOPMENT AND STUDENT SERVICES COMMITTEE BUSINESS

RECEIVED: a report of new proposals considered by the Academic Planning Sub-Committee on 1 June 2006 and endorsed by the Academic Development and Student Services Committee on 19 June 2006 (CASC/06/32).

- NOTED:
- (a) that an optional intercalary year leading to the award of Diploma in Area Studies had been introduced for all full-time undergraduate Honours degrees (including Architecture programmes) in the School of Art and Design;
  - (b) that the Faculty of Social Sciences had expressed concern regarding the Faculty of Business and Management's proposed Advertising programme at Magee. This would be considered at the next meeting of the Academic Planning Sub-Committee on 26 September.
  - (c) that the title of the proposed Minor in Economic Environment at Magee had been amended to Economic Studies. Discussion would also be expected between the Faculty of Business and Management and the Faculty of Social Sciences on this matter;
  - (d) that the proposed Postgraduate Certificate in Hydrogen Safety Engineering (DL) was subject to SMG approval of the business plan;
  - (e) that accreditation from the Law Society was being sought for the proposed PgDip in Legal Practice at Magee and that the relevant professional body may wish to be involved in the evaluation of the proposed Single Honours LLB, which would be part of the revalidation of Subject Unit 18A: Law in November 2006;
  - (f) that Chair's action had been taken to recommend to Senate that planning and evaluation of an FdSc Computing (FT/PT) at Upper Bann Institute of Further and Higher Education proceed;
  - (g) that the new proposals would be accommodated in the validation schedule for 2006/07.

SUBMISSION OF OUTSTANDING FINAL DOCUMENTS

06.112 2005/06

RECEIVED: a statement on the submission of outstanding final documents for 2005/06 (CASC/06/33).

- NOTED:
- (a) that there had been a considerable improvement in the submission of final documents in 2005/06 compared to previous years and that largely minor revisions remained;

- (b) that 19 of the 33 documents had now been signed off, as the International Development document had been approved and that the document for Revalidation Unit 4B: Built Environment (Colleges) had now been forwarded to the Chair of the Panel for consideration;
- (c) that monthly reports on outstanding documents were now being forwarded to Faculties and that this had been helpful.

#### 06.113 Earlier Years

RECEIVED: a statement on the submission of outstanding final documents for earlier years (CASC/06/34).

- NOTED:
- (a) that the FdSc Culinary Arts at BIFHE document had now been approved which reduced the total of incomplete documents for 2004/05 to nine;
  - (b) that many of the remaining changes were minor and that, despite a number of reminders having been sent, documents were still outstanding.

#### 06.114 REVIEW OF SIZE OF REVALIDATION UNITS

RECEIVED: Faculty proposals regarding the size of revalidation units (CASC/06/35) (min TLC 06.111 refers).

- NOTED:
- (a) that the Teaching and Learning Committee, at its meeting in April 2006, had received proposals to make revalidation events more manageable by limiting the size of units and reducing the number of single course units;
  - (b) that the Teaching and Learning Committee had noted the parameters proposed and Faculties had been asked to review these in discussion with the Academic Office;
  - (c) that all Faculties had reviewed the revalidation units and that many had been reconfigured with the exception of those in Business and Management who proposed no change. These included a very large unit, 15A: Hospitality, Leisure and Consumer Studies;
  - (d) that the number of courses within unit 9C might be reduced as part of the forthcoming revalidation;
  - (e) that the proposals put forward by the Faculty of Social Sciences were accompanied by a request for one-year extensions to the period of approval for two Access units 30B1 and 30B3 in order to avoid revalidation of all Access provision in the same year, and a one-year extension to the period of approval for Education (Minor) so that it is merged with International Development (Minor);

- (f) that the Faculty of Arts would be required to submit a case for extension to the period of approval for provision which was to be merged with History (14B) included in the current International Affairs (14B) and American Studies (13D) units.

AGREED: (i) that the Faculties' proposals be endorsed, subject to further discussion with the Faculty of Business and Management regarding unit 15A;

- (ii) that it be recommended to the Teaching and Learning Committee that provision within units 30B1 and 30B3 be approved for a further period of one year to include the 2010 intake:

30B1: Access Diploma in Combined Studies at EAlFHE  
Access Diploma in Social Sciences and Humanities at CIfHE  
Access Diploma in Social Sciences at NEIfHE

30B3: Access Diploma in Social and Life Sciences at LCFHE  
Access Diploma in Combined Studies at NWIfHE

- (iii) that it be recommended to Teaching and Learning Committee that Education (Minor) (9E) be approved for a further period of one year to include the 2009 intake.

DURATION: 1 hour 45 minutes

CASC Minutes AGF/AG/cw 21/9/06

COURSE APPROVAL SUB-COMMITTEE

21 September 2006

**FACULTY OF ARTS**

**BA Hons International Politics**

To add three optional modules in Sociology and to remove four modules; to move module POL519M1 to semester 2;

**BA Hons Media Arts**

To revise the teaching and assessment methods in MED515C2 and to introduce module MED306C1 in 2006/7 only; to replace module MED514C2A/B with MED513C1;

**BA Hons Media Studies; Undergraduate Hons Subject: Media Studies**

To reintroduce and revise module MED512C1, with a revised title, Radio/Sound Theory and Practices, into the Single Honours degree, and to withdraw module MED514C1A/B from all undergraduate Media Studies provision;

**BA Hons Irish Language and Literature; BA Hons Irish Studies; Undergraduate Honours Subject: Irish**

To revise and re-title module IRS103C1;

**PgDip/MDes: Design and Communication**

To re-title two modules and the Master's project module;

**PgDip/MA Local History**

To revise the assessment strategies for the modules undertaken by the one remaining student on the course in 2006/7 and to revise the mode of delivery from lecture/seminar format to tutor/supervision meetings and discussions;

**FACULTY OF BUSINESS AND MANAGEMENT**

**BA Hons Hotel and Tourism Management at NKIFHE (outcentre)**

To introduce an optional module on The Meetings, Incentives, Conventions and Exhibitions Industry at NKIFHE, in addition to current availability at Portrush and to revise the status of HTM508J1 to optional;

**BSc Hons Human Resource Management**

To replace LAW106J2 with two 10 point modules;

**BSc Hons Consumer Studies; AB Consumer Studies**

To revise the assessment weighting in module CST314P1 to 100% coursework; to introduce an additional optional Level 2 module Applied Food Product Design and Development;

### **Advanced Diploma: Management Practice (Sustainable Futures)**

To introduce a new optional module;

### **PgDip/MSc Business Improvement**

To introduce a new module 'Creating Value' for the current cohort;

## **FACULTY OF ENGINEERING**

### **AB Computing**

To replace module COM126C1 with COM125C1;

## **FACULTY OF LIFE AND HEALTH SCIENCES**

### **Cert/PgCert in Independent and Supplementary Prescribing Course**

To amend regulations to allow students who have been granted exemptions to be considered for the award, in line with the University regulations;

### **BSc Hons Psychology; BSc Hons Social Psychology**

To offer optional module PSY523C2 in semester 1 rather than semester 2;

### **BSc Hons Nursing Sciences; PgDip/MSc Health and Social Care**

To introduce new, more version of three Level 3 modules in Practice Development in the BSc and the generic version of the Level 3 Fundamentals of Practice Development module and two new Level M modules in the PgDip/MSc;

### **BSc/BSc Hons Nursing (Adult/Mental Health)**

To amend progress regulations to introduce FdSc exit awards (following revalidation) and to meet the revision to NMC circular 37/2005 regarding requirement to fulfil CFP outcomes within 12 weeks of entering the branch programme;

### **BSc Hons Marine Science**

To introduce a new compulsory Level 2 module in Physical Oceanography;

### **BSc Hons Geography (with DIS/DAS)**

To change the semester of three modules, to change the semester of two modules and to withdraw two modules;

### **BSc Hons Environmental Science (with DIS/DAS)**

To move module ENS304C1 to semester 2;

## **FACULTY OF SOCIAL SCIENCES**

### **Access Diploma in Information Technology & Professional Development for Women (JN, NWIFHE)**

To merge four modules into two modules; to remove the work placement element, to revise the title and credit value of module AED024J2; to change the status of the two Mathematics modules to compulsory; to revise regulations;

**Access Diploma in Social Sciences and Humanities at Causeway Institute of FHE**

To introduce a new optional module in Qualitative Research Methods;

**CertHE in Telematics and Management Studies**

To withdraw FRE103J1 and to introduce a Foundation Mathematics module in its place; to revise and re-title two modules;

**BSc Hons Social Work**

To amend the assessment weighting in module SWK114M2 to 100% coursework;

**LLM Human Rights Law (JN & ME)**

To change the assessment strategy in module LAW821J1/M1;

**PgCert/Dip/MSc in Higher Education Practice**

To replace module 'Methodologies for Work-based Research' by a version of the module 'Research Methods in Education' which is offered on other postgraduate courses in the School;

**PgDip Professional and Management Development**

To replace module BMG728J1 with a new module Entrepreneurship.