

UNIVERSITY OF ULSTER

COURSE APPROVAL SUB-COMMITTEE

Minutes of a meeting held on 26 May 2005 at the Jordanstown campus

PRESENT

Dr R J Millar (Chairman), Dr S D A Barnhill, Professor A Erridge (for Professor Moran), Mr A G Faulkner, Mr J Kennedy, Mr D McGivern, Mrs E Urquhart, Mr R N Wilson

APOLOGIES

Professor N D Black, Professor A Moran

IN ATTENDANCE

Mrs A Cairns, Mrs K McCafferty

05.60 MINUTES

The confirmed minutes of the meeting held on 7 April 2005 were signed and dated by the Chairman subject to the following amendments:

- (i) Minute 05.38 to read BEng Hons Computer Games Development (not Computer Games **and** Development).
- (ii) Minute 05.40 Re-validation 10A: Engineering: 'BEng/BEng Hons Biomedical Engineering' to read 'BSc/BSc Hons Biomedical Engineering'.

MATTERS ARISING

05.61 Graduate Certificate in Biomedical Sciences by e-learning

NOTED: that Planning Committee (18.4.05) had not accepted the Business Plan and had asked Professor Mulholland and the Faculty to re-examine the market and cost base.

COURSE PLANNING AND APPROVAL

05.62 The Sub-Committee considered business from each Faculty (papers CASC/05/15-19) and noted course revisions approved by the Faculties as detailed in the Appendix.

The Sub-Committee noted that some of the evaluation and revalidation panel reports for events in partner colleges which had taken place during 2004/5 had included conditions and recommendations on the need to expand and obtain new library resources to support the delivery of the programmes. The Sub-Committee noted that in some instances when the University Sub-Librarian followed up on this issue

resources were insufficient for students. The library would provide ongoing reports as appropriate.

FACULTY OF ARTS

05.63 Proposed Undergraduate Honours Subject in Irish History: Major/Main/Minor (FT/PT) (ME)

RECEIVED: a CA1 proposal to offer Major, Main and Minor strands in Irish History.

NOTED: that the aims and learning outcomes should be differentiated from those for the BA Hons Irish History and Politics.

AGREED: (i) that it be recommended to the Teaching and Learning Committee that the Major, Main and Minor strands be approved for a September 2005 start, subject to review of the aims and programme learning outcomes;

(ii) that the Magee Campus Co-ordinating Group be asked to report on possible combinations.

05.64 Proposed Undergraduate Honours Subject in American Studies: Major/Main/Minor (FT) (CE)

RECEIVED: a CA1 proposal to offer Major, Main and Minor strands in American Studies (tabled).

NOTED: that external examiner endorsement had been given.

AGREED: (i) that it be recommended to the Teaching and Learning Committee that the Major, Main and Minor strands be approved for a September 2005 start;

(ii) that the Coleraine Campus Co-ordinating Group be asked to report on possible combinations.

05.65 FdA in Graphic Communication at Castlereagh College of Further and Higher Education

RECEIVED: the report of the Evaluation Panel.

NOTED: that the programme would be included within a separate sub-unit in Art and Design.

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

(i) the programme be approved for a period of five years (intakes 2005-2009), for a maximum cohort of 18 students, in line with the revalidation schedule for Subject sub-unit 2B: Art and Design;

- (ii) the College be recognised under Ordinance 1984/8.

05.66 Master of Music (MMus)

RECEIVED: the report of the Evaluation Panel.

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

- (i) subject to the conditions of the Panel being met, the programme be approved for one year (intake 2005) in line with the revalidation schedule for Subject Unit 21A: Music;
- (ii) that a new award (MMus) be added to the Schedule to Ordinance 2001/1.

05.67 Revalidation of Subject Unit 13A: General Humanities (Colleges)

RECEIVED: the report of the Revalidation Panel.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, provision within the Subject Unit listed below be approved for a further period of five years (intakes 2005-2009):

CertHE Humanities (PT) – Fermanagh College of FHE
CertHE Irish History and Cultural Traditions (PT) – Limavady College of FHE
CertHE/AB the Humanities (PT) – Newry and Kilkeel Institute of FHE

05.68 Revalidation of Subject Unit 19A: Media Studies

RECEIVED: the report of the Revalidation Panel and a report from the panel members from the National Council for the Training of Journalists (NCTJ).

- NOTED:
- (a) that the title of the MA Film and Television Management programme should read MA Film and Television Management and Policy;
 - (b) that the NCTJ report recommended re-accreditation of the MA Newspaper Journalism (with PgDip exit award) for three years.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, provision within the Subject Unit listed below be approved for a further five years (intakes 2005-2009)

Undergraduate Honours Subject: Film Studies : Main/Minor
BA Hons Media Arts
PgDip/MA International Media Studies (replacing Media Studies)

MA Newspaper Journalism (with pg diploma exit award, replacing (PgDip/MA)
MA Film and Television Management and Policy

[and that the Undergraduate Honours Subjects of Journalism and Publishing Studies (Main/Minor) and Media Studies (Single Honours/Major/Main/Minor) be approved for one intake (2005) with revalidation during the 2005/6 academic year for a 2006 start.]

05.69 PgDip/MA Newspaper Journalism

RECEIVED: a CA3 proposing to retain the PgDip/MA structure for 2005 intake as the course had been advertised in this format.

AGREED: that the PgDip/MA structure be retained for 2005 intake.

FACULTY OF BUSINESS AND MANAGEMENT

05.70 Revalidation of Subject Unit 15C: Hospitality (Colleges)

RECEIVED: the report of the Revalidation Panel.

NOTED: (a) that additional full-time delivery of the programmes would be subject to DEL approval;

(b) that, with regard to NWIFHE, the Foyle mutual borrowing library project was not intended to meet the study requirements of students in partner institutions which should be fulfilled through the Institute.

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

(i) provision within the Subject Unit listed below be approved for a further period of five years (intakes 2005 – 2009) at BIFHE, NKIFHE, NWIFHE and Fermanagh College:

FdSc Hospitality Management (FT/PT) (with CertHE exit award)
FdSc Hospitality and Tourism Management (FT/PT) (with CertHE exit award)
FdSc Travel and Tourism Management (FT/PT) (with CertHE exit award)

(ii) each college be recognised under Ordinance 1984/8 in respect of its new provision.

05.71 PgDip/MSc International Hotel and Tourism Management and PgDip/MSc International Tourism Development

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 programmes be approved for a period of five years (intakes 2005 – 2009) in line with the revalidation schedule for Subject Unit 15B:

05.72 PgDip/MSc International Business

RECEIVED: a CA3 proposal to offer the above programme by e-learning.

- NOTED:
- (a) that the joint MSc International Management with Regis University was to be withdrawn;
 - (b) that Professor Mulholland had reported that resources approved by Planning Committee for the joint MSc would now be assigned to the new programme;
 - (c) that the Library would liaise with the Faculty regarding modification to the reading lists to reflect e delivery.

AGREED: that it be recommended to the Teaching and Learning Committee that the programme be approved for a 2005 start.

05.73 HND Business and Finance at North East Institute of Further and Higher Education

RECEIVED: a CA3 proposal to offer the course at the Magherafelt campus in addition to Ballymena.

- NOTED:
- (a) that Mrs Urquhart reported that current library provision at both campuses would need to be strengthened;
 - (b) that the Faculty supported the proposal.

AGREED: that it be recommended to the Teaching and Learning Committee that, the course be offered at the Magherafelt campus with a September 2005 start, subject to Faculty confirmation that adequate library resources were in place.

FACULTY OF ENGINEERING

05.74 FdSc eMedia (with CertHE exit award) at East Antrim Institute of Further and Higher Education

RECEIVED: the report of the Evaluation Panel.

- NOTED:
- (a) that the Course Team was to liaise with the Faculty regarding the restructuring of the part-time provision;
 - (b) that the Institute was expected to work with the Faculty, through the Faculty Head of Collaborative Courses, to finalise an investment plan for the library and other physical resources;

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

- (i) the programme be approved for a period of three years (intakes 2005-2007) in line with the revalidation schedule for Subject Unit 16D: Computing (Colleges) for a maximum cohort of 10FT and 12PT.
- (ii) the Institute be recognised under Ordinance 1984/8.

05.75 FdSc Computing (FT/PT) at Lisburn Institute of Further and Higher Education

RECEIVED: the report of the Evaluation Panel.

NOTED: that the Course Team was to provide a detailed physical resources section to include the types of software and hardware that were to be used by students on the programme.

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

- (i) the programme be approved for a period of three years (intakes 2005-2007) in line with the revalidation schedule for Subject Unit 16D, for a maximum cohort of 16FT and 16PT;
- (ii) the Institute be recognised under Ordinance 1984/8.

05.76 BEng Hons Computer Games Development and BSc Hons Multimedia Computer Games (ME)

NOTED: that the external examiners had now endorsed the proposals (min 05.38 refers).

05.77 Accreditation by Institution of Incorporated Engineers

NOTED: that the Institution had confirmed full accreditation for the relevant courses in Unit 10A: Engineering and partial accreditation for AB Engineering (min 05.40 refers).

05.78 Proposed BSc Hons Urban Planning and Property Development

NOTED: that the Faculty had confirmed the sufficiency of resources to support the programme (min 05.41 refers).

FACULTY OF LIFE AND HEALTH SCIENCES

05.79 Revalidation of Subject Unit 22C: Nursing (Postgraduate)

RECEIVED: the report of the Revalidation Panel.

NOTED: (a) that the programmes within the provision had been re-titled;

- (b) that some of the programmes had Postgraduate Certificate exit awards.

AGREED: (i) that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, that provision within the Subject Unit as listed below be approved for a period of five years (intakes 2005-2009):

PgD/MSc in Nursing (with PGCert exit award) (previously Advanced Nursing)

PgD/MSc in Specialised Midwifery Practice (PGCert exit award) (previously Midwifery)

PgD/MSc in Palliative Care and Cancer Healthcare (previously two separate courses in Palliative Care and Cancer Nursing)

PgD/MSc in Disaster Relief and Emergency Planning (Health Care) (with two pathways) (Joint course with University of Glamorgan and Håme Polytechnic) (PGCert exit award) (previously Disaster Relief)

PgD/MSc Health Promotion and Population Health (Multidisciplinary Practice and Education and Youth Sector Modes) (with PGCert exit award in Health Promotion and Population Health [Education and Youth Sector Mode]) (previously Health Promotion)

PgD/MSc in Health and Social Care with pathways in (Primary Care and General Practice) and (Medical Revalidation Framework – Primary and Secondary Care) (with PGCert exit award) (previously Primary Care and General Practice)

- (ii) that the recommendation, made by the Panel with regard to revisiting the learning outcomes for all Master's programmes to ensure that these were appropriate for the level of the award, be changed to a condition.

05.80 Programme Withdrawal

NOTED: that the following programme had been withdrawn:

PgDip/MSc Sport and Exercise Medicine

FACULTY OF SOCIAL SCIENCES

05.81 Proposed Certificate in Community Safety (PT) (JN)

RECEIVED: a CA1 proposal.

- NOTED:
- (a) that a January 2005 start had been proposed;
 - (b) that three 20 point modules (one at each undergraduate level) in Community Safety which were validated as part of the BSc

Criminology and Criminal Justice programme would be used to form a distinct Certificate;

- (c) that students would have the opportunity to progress to part-time BSc Hons Criminology and Criminal Justice;
- (d) that some students might already be taking modules as short courses.

AGREED: that it be recommended to the Teaching and Learning Committee that the programme be approved for a September 2005 start subject to:

- (i) Faculty confirmation of the entry requirements in accordance with regulations and taking account of the standard of the modules;
- (ii) review of the award, given that it would fulfil the expectations of an Advanced Certificate;
- (iii) external examiner endorsement being provided;
- (iv) the provision of programme regulations.

05.82 Proposed Undergraduate Honours Subject: Procurement (Minor Strand) (FT/PT) (JN)

RECEIVED: a CA1 proposal.

- NOTED:
- (a) that external examiner endorsement had been received;
 - (b) that module ECO109 Business Economics would be offered instead of ECO118;
 - (c) that entry requirements should refer to APEL.

- AGREED:
- (i) that it be recommended to the Teaching and Learning Committee that the programme be approved for a September 2005 start;
 - (ii) that the Jordanstown Campus Co-ordinating Group be asked to report on possible combinations.

05.83 Proposed PgCert/PgDip/MSc Higher Educational Practice (PT), (BT, CE, JN, ME)

NOTED: that the Faculty had advised that the title for the above proposed programme shall be Higher Education Practice (min 04.202 refers).

05.84 Proposed PgCert/PgDip/MSc in Cognitive Psychotherapy

RECEIVED: a statement clarifying the fulfilment of resources for delivery of the programme (min 05.52 refers).

- NOTED: (a) that the programme would be offered on a biennial basis;
- (b) that the programme would be supported by expert service teaching from both the Northern Ireland Centre for Trauma and Transformation and national and international experts in the field of trauma;
- (c) that the book list for the programme had not yet been received by the Library.

05.85 Programme Withdrawals

NOTED: that the following programmes had been withdrawn:

HNC Counselling at Limavady College of Further and Higher Education;
PgC/D/MSc Technology Education.

05.86 STATEMENT OF EVALUATIONS AND RE-VALIDATIONS CONDUCTED DURING 2004/5

RECEIVED: a statement of validations conducted during 2004/05 (CASC/05/20).

- NOTED: (a) that three events had still to take place;
- (b) that twelve reports had yet to be presented to CASC for approval.
- (c) that the MSc International Management (joint programme and award with Regis University) should be included in the statement.

AGREED: that Chairman's action be authorised to approve the recommendations and conditions of the outstanding evaluation and revalidation panels.

05.87 STATEMENT OF SUBMISSION OF OUTSTANDING FINAL DOCUMENTS FROM 2003/04 AND FROM EARLIER YEARS.

RECEIVED: a statement on submission of outstanding final documents (CASC/05/21).

NOTED: that a significant number of documents had still to be finalised from 2003/4 and approved by the chairs of the panels.

AGREED: that the Chairman of the Sub-Committee write to the Deans of the Faculties regarding outstanding documentation.

05.88 EVALUATION AND REVALIDATION SCHEDULE FOR 2005/6

RECEIVED: a statement of the proposed evaluations and revalidations for 2005/6 (CASC/05/22).

NOTED: that, to date 22 revalidations, 17 evaluations and one Access event were scheduled.

05.89 TERMS OF REFERENCE AND MEMBERSHIP

RECEIVED: the Sub-Committee's terms of reference and membership (CASC/05/23).

AGREED: that no change be made for 2005/6.

05.90 COMBINATION OF STRANDS

RECEIVED: a proposal from the Magee Campus Co-ordinating Group to offer the following combinations:

Social Policy with International Politics
Sociology with International Politics
International Politics with Sociology

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

05.91 DATES OF MEETINGS 2005/06

NOTED: that the dates of meetings for 2005/6 would be as follows:

Thursday 29 September 2005	10.15am	Coleraine
Thursday 24 November 2005	10.15am	Room 4F03, JN
Thursday 9 February 2006	10.15am	Coleraine
Thursday 13 April 2006	10.15am	Room 4F03, JN
Thursday 1 June 2006	10.15am	Coleraine

DURATION: 1 Hour 15 minutes

COURSE APPROVAL SUB-COMMITTEE

26 MAY 2005

FAULTY OF ARTS

BA Hons Art and Design

To introduce two new final year optional modules (40pt value each) Semester 1: Awareness in Vision and Creative Insight.

BDes Hons Textiles and Fashion Design

To designate two level 2 modules as pre-requisite for final year.

Diploma in Foundation Studies in Art & Design

To restructure course into 2x30pt modules and 4 x 15pt modules; to revise the following:

ARC114B2 (10pt at level 1)
ARC302B1 (30pt at level 2)
ARC305B2 (30pt at level 2)
ARC115B1 (10pt at level 2)
ARC116B2 (10pt at level 1)
ARC301B1 (10pt at level 2)
ARC308B2 (10pt at level 2)

To introduce new replacement modules:

Architectural Design IV (30pt at level 3)
Architectural Design V (30pt at level 3)
Cultural Context of Architecture IV (10pt at level 2)
Cultural Context of Architecture V (20pt at level 3)
Professional Context II (10pt at level 3)
Professional Context III (10pt at level 3)

BA Hons Theatre Studies

To provide final year at Magee for 2005/6 for students returning from leave of absence; to remove modules and add replacement modules.

FACULTY OF BUSINESS AND MANAGEMENT

PgDip/MSc Advanced Accounting

To introduce an additional optional module BMG718J2.

BA Hons International Business Studies

To provide greater optional choice in final year; to reverse semesters of two modules; to replace one module; to introduce two new optional modules and to revise one compulsory module;

BSc Hons Business Finance and Investment

To replace two modules and to remove one option.

BA Hons/BSc Hons Business Studies with Computing

To introduce a new level 2 replacement option and three level 3 options; to remove one module; to change semesters of two modules.

MSc Executive Leadership

To introduce a new compulsory Research Methods module; to make all the modules straddle semesters (code 4); to change the title of MMG849J2 (now 4); no longer to require a study trip to the USA.

HNC Business and Finance at Armagh College of FHE

To replace module PUP323X2 with BMG352X2.

HNC Business and Finance at East Down Institute of FHE

To revise the four modules offered in the HND stage for students progressing from HNC.

HNC Business and Related Studies

To replace one module.

BSc Hons Accounting

To update all modules in line with the recently revalidated parent course.

FACULTY OF ENGINEERING**BSc Construction Engineering**

To replace one level 1 module with a level A module.

BSc Hons Interactive Multimedia Design

To update seven additional Design modules.

FACULTY OF LIFE AND HEALTH SCIENCES**Graduate Diploma in Nursing (Adult) (Mental Health)**

To amend regulations regarding exempted modules and the calculation of the overall result.

BSc Nursing (Adult and Mental Health Branches)

To change two compulsory modules in each branch and consequently to revise three other modules from 2004/5.

BSc Hons Human Nutrition + DIS**BSc Hons Human Nutrition****BSc Hons Dietetics****BSc Hons Food and Nutrition + DIS**

To revise title and description of module BMS111C1.

BSc Hons Biomedical Science + DIS
BSc Hons Biomedical Science + DPP
BSc Hons Molecular Bioscience
BSc Hons Pharmacology

To revise title description of module BMS110C1.

BSc/BSc Hons Nursing, Graduate Diploma in Nursing

To revise progress regulations.

Undergraduate Honours Subject:

Psychology

BSc Hons Psychology

BSc Hons Social Psychology

To amend coursework requirement PSY370C1; to introduce three optional level 3 modules; to extend DAS award to include study in European Universities.

BSc Hons Psychology

To change title of PSY127M1 and to revise assessment strategy in 15 modules.

FACULTY OF SOCIAL SCIENCES

BSc Criminology and Criminal Justice PT/FT

LLB/BSc Law and Government PT

To change semester of 'Surveillance and the Law' module; to make Policing and the Law (LAW526) a level 3 module with 40/60 assessment weighting in 2004/5 only.

Undergraduate Hons Subject: Sociology (Magee)

To change semester of three modules.

BSc Hons Community Development

To introduce a new optional module entitled Peace Building: Equality, Justice and Good Relations.

BSc Hons Communication

BSc Hons Communication Studies

BSc Hons Combined Studies

To amend assessment weighting:- module PSY533J2U.

HND/HNC Caring Services (Social Care) at Causeway Institute of FHE

To revise the level of module SOC114X1 to level 2, retrospectively, so that it applies to Year 2 students in 2003/4.

BSc Hons Social Policy

BSc Hons Social and Health Care Policy

To replace module SOP504J2 Education, Training and Social Policy with PUP507J1 Education, Policy and Management; to revise content of SOP529J2 Regional Development Policy and to re-title the module Housing and Social Policy.

PgCert/Dip/MSc Education (Education Management pathway)

To replace 4 x 15pt modules by 2 x 30pt modules (2004/5)

BSc Hons Community Youth Work

To amend the regulations to identify an APEL route for admission.

BSc Criminology and Criminal Justice (PT/FT)

To change the level of module PUP504J1 in respect of 2003/4 cohort.