

UNIVERSITY OF ULSTER

COURSE APPROVAL SUB-COMMITTEE

Minutes of the meeting held on 18 March 2010 at the Coleraine campus

PRESENT

Professor D McAlister (Chair), Ms S Alexander, Dr G Armstrong, Dr D Barr, Professor A Cook, Professor A Erridge, Mr I Hanna, Mr M McKinney

IN ATTENDANCE

Mr A G Faulkner, Mrs A Garland

10.32 MINUTES

The confirmed minutes of the meeting held on 14 January 2010 were signed and dated by the Chair.

MATTERS ARISING

10.33 Revalidation Subject Unit 3E: PgDip/MSc Human Nutrition, PgDip Dietetics, MSc Human Nutrition and Dietetics at the University of Hong Kong (HKU) School of Professional and Continuing Education (SPACE) (Mins 09.46, 09.63, 09.109, 09.141, 10.05)

The Sub-Committee noted that a mapping of the revised provision of the parent courses within Subject Unit 3D to the current provision within Subject Unit 3E at HKU had been submitted to the Academic Office and was being progressed.

10.34 Revalidation Subject Unit 6A2: Communication (Postgraduate/Jordanstown) (Mins 09.87, 09.114, 09.143, 10.06)

It was noted that the Faculty had still not responded to the Sub-Committee's request for clarification regarding the rationale for the proposed minimum entry standard of a lower second class Honours degree for the PgDip/MSc Communication, Advertising and Public Relations and the PgDip/MSc Political Lobbying and Public Affairs programmes.

AGREED: that, in the absence of a response from the Faculty and a case to Teaching and Learning Committee for a higher entry standard, it be assumed that the courses have the normal University requirement for entry to a linked Postgraduate Diploma/Master's programme, which is an Honours or non-Honours degree, and that Student Marketing and the Head of Faculty Administration be informed accordingly.

10.35 Progression from HND Business Studies at North West Regional College to the University's BSc Hons Business Studies (with Options) (ME) (Min 10.10)

The Chair reported that the Faculty had responded to the Sub-Committee's request for a report on the progression route from HND Business Studies at North West Regional College to the University's BSc Hons Business Studies (with Options). The Faculty had advised that it had undertaken a mapping exercise of the HND programme against

Levels 4 and 5 of the University's degree programme and that it had been agreed that students would be required to take one module of bridging before progressing to the final year of the Honours degree at Magee. The 'pilot' arrangement involved students enrolling as part-time 'credit-bearing module' students of the University and undertaking the bridging module during the second semester of their HND studies. The Faculty had stated that its arrangement was based on an existing arrangement between the College and the Faculty of Arts for students wishing to progress from HND / Foundation Degree to one of the University's Honours degrees in Media. The Faculty's report stated that it was possible to identify students who were likely to meet the University's entry standard for the Business Studies degree at the end of semester 1 and that the HND timetable accommodated students wishing to undertake the bridging module. The Faculty also considered that the bridging module provided a useful opportunity for the HND students to experience University-level study before completing their course.

The Sub-Committee was of the view that this progression model seemed to undermine the normal concept of bridging, whereby candidates were required to complete successfully the lower level award before undertaking the bridging component. It was noted that such an arrangement had not been discussed at University-level.

- AGREED:
- (i) that Dr Barr investigate the arrangements in place in the Faculty of Arts for North West Regional College students and report back to the Sub-Committee;
 - (ii) that this progression model should not be encouraged more widely or be agreed for 2010/11 pending further consideration.

10.36 Revalidation Subject Unit 2E: FdA Graphic Communication (with CertHE exit award) at Belfast Metropolitan College (Castlereagh campus) (PT) (Min 10.13)

It was noted that the College had suggested a maximum cohort size of 18 students for the FdA Graphic Communication programme.

- AGREED: that the Faculty be asked to confirm the maximum cohort size.

10.37 Revalidation Subject Unit 2F: Art and Design (Colleges) (Mins 09.142, 10.14)

It was noted that the Faculty was currently engaging in discussions with North West Regional College on an agreed progression route for graduates of the AB Fine and Applied Arts at the College's Limavady campus to the University's BA Hons Fine and Applied Arts degree.

10.38 Revalidation Subject Unit 13A: AB English and History (with CertHE exit award) at Southern Regional College (Newry (FT/PT), Portadown (PT only) and Armagh (PT only) campuses) (Min 10.15)

The Sub-Committee noted that the College had suggested the following maximum cohort sizes for the AB English and History:

Newry (FT):	15 students
Newry (PT):	35 students
Portadown:	18 students
Armagh:	18 students.

AGREED: that the Faculty be asked to confirm the maximum cohort sizes.

10.39 Revalidation Subject Unit 12C: Equine Management at CAFRE (Min 10.19)

The Sub-Committee noted that the Faculty had confirmed the maximum cohort size for the part-time FdSc Equine Management programme at CAFRE as five students.

10.40 Revalidation Subject Unit 26F: Social Work (Min 10.21)

At its meeting in January 2010, the Sub-Committee had received the report of the Revalidation Panel for Subject Unit 26F: Social Work. The Sub-Committee had noted that the part-time BSc Hons Social Work comprised 170 credit points at Level 4, only 60 credit points at Level 5 and 130 credit points at Level 6, whereas the full-time provision had 120 credit points at each level. Consequently this required different levels for a number of modules with the same content and it had been noted that the learning outcomes and assessment had not been clearly differentiated for these modules. The Faculty had therefore been asked to either revisit the number of credit points taken at each level of study in the part-time degree or provide a rationale to the Sub-Committee for this non-standard approach. The proposed study loads for full and part-time modes departed from University norms in a number of respects.

The Chair of the Sub-Committee reported that discussions had been held between the School and the Academic Office and that a revised structure for the full-time and part-time programmes, which met the University's normal expectations, had been agreed.

10.41 Revalidation Subject Unit 26M: Restorative Practices (Mins 09.154 and 10.23)

At its meeting in January 2010, the Sub-Committee had received the Course Team's report on the rationale for, and the strategic approach to and management of, the joint teaching of Levels 4 and 7 in the undergraduate Certificate and the Postgraduate Diploma in Restorative Practices. The Team's response had stated that there did not tend to be a significant difference in intellectual terms between the Certificate and the PgDip/MSc students, who worked together in employment. The Sub-Committee had therefore asked the Faculty to revisit its response and consider admitting exceptional candidates, who did not hold an Honours degree, to the Postgraduate Diploma through a robust APL process. It was noted that no further response had been received from the Faculty.

AGREED: that, as no further communication had been received from the Faculty, it be assumed that the Certificate had been withdrawn.

10.42 COURSE APPROVAL

The Sub-Committee considered business from each faculty and from Access and Distributed Learning (papers CASC/10/11 - CASC/10/16) and noted revisions approved as detailed in the appendix.

10.43 ONLINE RESEARCH METHODS MODULES

Ms Alexander reported that Access and Distributed Learning (ADL) was currently supporting the delivery of a number of online Research Methods modules for different programmes across the University and that a more efficient use of resources would be

achieved by streamlining this provision. Ms Alexander stated that ADL would wish to work with a group, representative of the faculties, to develop common core material, which could be used to support land-based and online Research Methods modules.

AGREED: that the Teaching and Learning Committee be asked to endorse the proposal and make recommendations as to the membership.

ACCESS AND DISTRIBUTED LEARNING

10.44 Graduate Certificate in Professional Practice (PT) (BT/CE/JN/ME)

RECEIVED: the report of the Evaluation Panel for the Graduate Certificate in Professional Practice.

NOTED:

- (a) that the programme had been proposed as part of a regional initiative to enhance the employment prospects of recent graduates in the current global economic downturn and was being offered as a new option within the DEL 'Steps to Work Programme', which provided funding to support living costs and tuition fees;
- (b) that the pilot programme had commenced in January 2010 and there would be entry points to the programme throughout the year; the sustainability of the provision would be reviewed after one year;
- (c) that the programme was delivered using a mix of face-to-face and online learning; particular strengths were the work-based learning and the use of the online Personal Development System which enabled students to reflect on their own personal development and career planning;
- (d) that the academic content of the programme placed particular emphasis on 'non-formal' transferable skills, while also focusing on areas of business leadership and the relationship between management and IT systems; a number of possible models based on the core work-based learning modules with more options and flexibility and with creative use of placements would be considered for the future;
- (e) that the Panel had noted the different approaches taken between the disciplines in terms of defining learning outcomes and had recommended that module descriptions be revisited in order to ensure that they were appropriate and consistent in relation to their credit value.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the condition and recommendations of the Panel being addressed, the provision be approved for a period of five years (intakes January 2010 – January 2014).

FACULTY OF ART, DESIGN AND THE BUILT ENVIRONMENT

10.45 Course Withdrawal

NOTED: that the following course had been withdrawn:

FdA Contemporary and Traditional Crafts at North West Regional College (Limavady campus) (PT) [last intake: 2006/07].

FACULTY OF ARTS

10.46 Revalidation Subject Unit 19A: Media Studies (Undergraduate)

RECEIVED: the report of the Revalidation Panel for the following provision at the Coleraine campus:

Undergraduate Honours Subject: Film Studies (Major/Main/Minor) (FT/PT)
Undergraduate Honours Subject: Photo Imaging (Minor) (FT/PT)
Undergraduate Honours Subject: Journalism (Major) (FT/PT)
Undergraduate Honours Subject: Media Studies (Major/Main/Minor) (FT/PT)
BA Hons Media Studies and Production (FT/PT)
BA Hons Interactive Media Arts (FT/PT).

NOTED: (a) that work-based learning was embedded within the curriculum of the two Honours degrees, which included a compulsory placement in Year 2;

(b) that the Panel had recommended that a number of aspects of the provision be reviewed, including WebCT delivery, the use of PDP, the deployment of resources, the guidance given to students on selecting modules particularly in first year, the approach to module provision for part-time study, careers guidance across all programmes and consistency of assessment requirements / word lengths.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions and recommendations of the Panel being addressed, the provision be approved for a further period of five years (intakes 2010 – 2014).

FACULTY OF LIFE AND HEALTH SCIENCES

10.47 MSc Health Psychology (with Postgraduate Certificate and Postgraduate Diploma exit awards) (FT/PT) (DL)

RECEIVED: the report of the Evaluation Panel for MSc Health Psychology (with Postgraduate Certificate and Postgraduate Diploma exit awards).

NOTED: (a) that the Faculty intended to seek accreditation for the programme from the British Psychological Society (BPS), with the Master's

degree serving as Stage 1 towards Chartership in Health Psychology;

- (b) that the programme would initially be offered in full-time distance learning mode, with the part-time mode being introduced at a later stage;
- (c) that an entry requirement of an upper second class Honours degree was being proposed, which would require a case to the Teaching and Learning Committee as the University's entry requirement for a Master's programme was a lower second class Honours degree;
- (d) that overseas students whose first language was not English would be required to meet the University's standard English language entry requirement of IELTS 6.0;
- (e) that assessment involved group work using online discussion boards, but that students would receive individual marks;
- (f) that the Panel had recommended that all modules be reviewed in order to ensure that, where appropriate, it be stipulated in the regulations that students were required to achieve the threshold pass standard in both assessment elements and their individual components;
- (g) that the report of the Panel referred to the possibility of 'hidden failure' as it had not explicitly been stated that, in accordance with the new definition of the Pass standard, in specified modules, students were required to achieve 50% in each element and component; the Sub-Committee was of the view that such failure was not 'hidden' as this requirement could be stipulated in course regulations.

AGREED:

- (i) that it be recommended to the Teaching and Learning Committee that, subject to the Panel's conditions and recommendations being addressed, the provision be approved for a period of one year (intake 2010) in line with the revalidation schedule for Subject Unit 25A2;
- (ii) that, given the nature of the programme, which might require higher levels of communication skills, and the intention to seek BPS accreditation, the Faculty be asked to review the English language standard for overseas students;
- (iii) that the use of the term 'hidden failure' be discouraged and that this be highlighted to Chairs of Evaluation and Revalidation Panels.

10.48 Revalidation Subject Unit 12D: Horticulture (CAFRE)

RECEIVED: the report of the Revalidation Panel for the following provision at CAFRE (Greenmount campus):

FdSc Horticulture (with CertHE exit award) (FT/PT) with three named pathways: Landscape Management; Sports Turf Management; Amenity Management

CertHE in Horticulture (FT/PT).

- NOTED:
- (a) that the Panel had recommended that the credit point weighting of the 'Plant Health' module be reviewed as it had been of the view that 100 effort hours was not sufficient for a subject of this importance; a similar view had been expressed by students;
 - (b) that the Panel had required greater differentiation between Level 4 and 5 modules;
 - (c) that students had reported delays in receiving feedback on assignments and had also raised issues in relation to the content of the pathways;
 - (d) that students had been concerned about the lack of opportunity to progress locally to Honours level study in the area of Horticulture and that the Panel had recommended that opportunities for progression be kept under review; progression was available to related areas such as Environmental Science at Ulster, Supply Management at CAFRE's Loughry campus and a variety of courses, including Horticulture, at Writtle College in Essex.

- AGREED:
- (i) that it be recommended to the Teaching and Learning Committee that, subject to the Panel's conditions and recommendations being addressed, the provision be approved for a further period of five years (intakes 2010 - 2014);
 - (ii) that the Faculty be asked to confirm that the bridging arrangements for progression to the Ulster Honours degree remained appropriate in light of the revalidation;
 - (iii) that the Faculty be asked to confirm the maximum cohort sizes.

10.49 Revalidation Subject Unit 22A: Nursing (Pre-Registration)

RECEIVED: a request from the Faculty for the postponement of the revalidation of Subject Unit 22A from December 2010 until April 2011.

- NOTED:
- (a) that the Nursing and Midwifery Council (NMC) was currently undertaking a review of the Standards for Pre-Registration Nurse Education and that the revised standards would be published by September 2010 for introduction by September 2011;

- (b) that the Faculty was requesting the extension in order to allow sufficient time to prepare for the revalidation following the publication of the new standards;
- (c) that the period of extension was still within the year of the scheduled revalidation.

AGREED: that the request for the revalidation to be postponed until April 2011 be approved.

FACULTY OF SOCIAL SCIENCES

10.50 Revalidation Subject Unit 30B2: Access – Social Sciences at Southern Regional College

RECEIVED: the report of the Panel for the revalidation of the following provision:

Access Diploma in Adult Learning [with choice of pathway ('route')] (with Certificate in Adult Learning exit award):

<u>Route</u>	<u>Campus</u>	<u>Mode</u>	<u>Maximum cohort size</u>
Social Sciences and Humanities	Newry, Armagh, Portadown, Banbridge	Part-time	Newry: 50 Armagh: 25 Portadown: 40 Banbridge: 25
Social Sciences and Humanities	Newry, Armagh, Brownlow (College Outcentre)	Full-time	Newry: 50 Armagh: 25 Brownlow: 25
Science	Newry, Armagh	Part-time	Newry: 50 Armagh: 50
IT	Newry	Part-time	20
Business	Newry	Part-time	20
General Route	Newry, Armagh, Brownlow (College Outcentre)	Full-time	Newry: 25 Armagh: 25 Brownlow: 25

NOTED: (a) that the part-time Access Diploma in Social Sciences at Southern Regional College (Portadown and Newry campuses) was being withdrawn [last intake: 2009/10];

- (b) that the Panel had expressed concern regarding the quality of the documentation and the process for its oversight and had set a large number of conditions of approval;
- (c) that the Panel had sought assurances regarding the processes and arrangements in place for cross-marking and standardisation in such large cross-campus provision;
- (d) that the students had considered the transition to Year 2 of the programme challenging and that this had also been reported by one of the external examiners.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the Panel's conditions and recommendations being addressed, the provision be approved for a further period of five years (intakes 2010 - 2014) for the above maximum cohorts.

10.51 Revalidation Subject Unit 30B4: Access – Social Sciences at South West College

RECEIVED: the report of the Revalidation Panel for the Access Diploma in Social Sciences (with Certificate in Adult Learning exit award) at South West College (Dungannon and Enniskillen campuses) (PT).

- NOTED:
- (a) that the cross-campus programme offered a common first year, but that second year was distinct, with the Dungannon campus specialising in Social Science subjects and the Enniskillen campus offering Humanities-based subjects;
 - (b) that the title had changed from 'Access Diploma in Social Sciences and Humanities' to 'Access Diploma in Social Sciences' as Dungannon did not include any Humanities modules;
 - (c) that the Access students had expressed a desire for a dedicated work space and that a number of possibilities were currently being considered by the College;
 - (d) that the Panel had set as a condition of approval that assurance be provided that arrangements were in place for standardisation of cross-campus provision and that these arrangements should be agreed with Senior Management and timetabled within the academic calendar for the year.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the Panel's conditions and recommendations being addressed, the provision be approved for a further period of five years (intakes 2010 - 2014) for the following maximum cohort sizes:

Enniskillen campus: 20 students
 Dungannon campus: 2 classes of 20 students.

10.52 Postgraduate Certificate/Diploma in Further and Higher Education

RECEIVED: a request from the Faculty for a one-year extension to the period of approval to include the 2011/12 intake.

NOTED: (a) that the request had been made in the light of an ongoing review of teacher education in Northern Ireland and that teacher education for Further Education and for Work-based Learning was likely to become a three-tiered framework of qualifications as follows:

Phase 1: Certificate in Teaching
Phase 2: PGCE (FE)
Phase 3: PGD (FE) (CPD);

that the Certificate in Teaching (Phase 1) was being launched in September 2010, but had been running as a pilot since 2009; Phases 2 and 3 were still under consultation;

(b) that the external examiner was very supportive of the quality of the provision.

AGREED: that, subject to a satisfactory report from the external examiner for 2009/10, it be recommended to the Teaching and Learning Committee that the request for a one-year extension to the period of approval to include the 2011 intake be approved.

10.53 International Development Minor at Coleraine

RECEIVED: (a) the Faculty's response to the Sub-Committee's request for more information on the proposed transfer of the Undergraduate Honours Subject: International Development (Minor) from the School of Education to Student Marketing – International (Mins 09.160 and 10.09 refer);

(b) a request from the Faculty for the postponement of the revalidation of the International Development Minor from October 2010 until January 2011.

NOTED: (a) that the University's International Development Programme had been an initiative of the UNESCO Centre within the School of Education, but had transferred to the Student Marketing Directorate at the end of September 2009; this was not the same as the Minor subject strand within the modular Combined Honours programme at Coleraine;

(b) that the transfer of an academic subject from a Faculty to an administrative Department would require the approval of academic governance arrangements by Senate, as had been made for Access and Distributed Learning, and that no such proposal had been made;

- (c) that the request for postponement of the revalidation had been made by the Faculty on account of the maternity leave of the subject director.

- AGREED:
- (i) that it be recommended to the Teaching and Learning Committee that the norm of delivery of academic programmes by faculties be maintained and the taught International Development Minor programme at Coleraine remain within the Faculty of Social Sciences;
 - (ii) that the Faculty be asked to confirm whether it intends to continue to offer the provision and that the request for postponement be considered at the next meeting of the Sub-Committee.

10.54 Course Withdrawals

NOTED: that the following provision had been withdrawn:

Undergraduate Honours Subject: Economics (Minor strand) [last intake: 2011/12]
PgDip/MSc Applied Economics (PT) (JN) [last intake: 2006/07].

AGREED: that Professor Erridge report back to the Sub-Committee on whether the PgDip/MSc Applied Economics was to be replaced.

ULSTER BUSINESS SCHOOL

10.55 BSc Hons Creative Enterprise (with AB exit award) (with optional DIS/DAS) (JN) (FT)

RECEIVED: the report of the Evaluation Panel.

- NOTED:
- (a) that the Sub-Committee was of the view that the course would require strong promotion among school leavers;
 - (b) that the Faculty had close links with Young Enterprise and would be working to exploit this market;
 - (c) that the Panel had expressed concern regarding the fitness for purpose of some modules and had set as a condition of approval that they be revised;
 - (d) that the Panel had recommended that the Course Team keep the appropriateness of assessment methods under review.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the Panel's conditions and recommendations being addressed, the provision be approved for a period of four years (intakes 2010 - 2013) in line with the revalidation schedule for Subject Unit 5C2.

10.56 Revalidation Subject Unit 5H: MSc Management and Corporate Governance

RECEIVED: the report of the joint University Revalidation / The Institute of Chartered Secretaries and Administrators (ICSA) Accreditation Panel for the following provision:

MSc Management and Corporate Governance (with Postgraduate Diploma exit award) (FT/PT) (JN) and specified modules (previously PgDip/MSc Management and Corporate Governance) offered as outcentre provision (Marino Institute, Dublin) (PT).

- NOTED:
- (a) that on successful completion of the programme, students received Graduate Membership of ICSA (Grad ICSA);
 - (b) that students undertaking the provision in Dublin completed ten modules (equivalent of semesters 1 and 2 of the full-time provision at Jordanstown), which were delivered using block teaching by University of Ulster staff, supplemented by the expertise of specialists; Dublin students could then choose either to take the Postgraduate Diploma award, which also qualified them for Grad ICSA, or complete the remainder of the Master's programme at the Jordanstown campus; subject to a viable cohort, consideration might be given to offering some of the remaining modules at Marino Institute;
 - (c) that the module descriptions had not been sufficiently detailed for ICSA, who had subsequently requested additional information, and that the full reading lists had not been included in the course document;
 - (d) that Dublin students had access to the University's electronic resources and to additional resources through the SCONUL Access Scheme;
 - (e) that the ICSA representatives had confirmed that a recommendation for approval for a period of three years, subject to the ICSA conditions and recommendations being addressed, would be made to the ICSA Professional Development Committee in March 2010, following which a final decision would be communicated to the University.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the Panel's condition and recommendations being addressed, the provision be approved for a further period of five years (intakes 2010 - 2014).

10.57 Revalidation Subject Unit 15C: Hospitality (Colleges)

RECEIVED: the report of the Revalidation Panel for the following provision:

FdSc Hospitality and Tourism Management (with CertHE exit award) (FT/PT) at Belfast Metropolitan College (Brunswick Street campus),

North West Regional College (Derry/Londonderry campus), Southern Regional College (Newry campus) and South West College (Enniskillen campus)

FdSc Travel and Tourism Management (with CertHE exit award) (FT/PT) at Belfast Metropolitan College (Gerald Moag campus and Castlereagh campus), North West Regional College (Derry/Londonderry campus), Southern Regional College (Newry campus) and South West College (Enniskillen campus).

- NOTED:
- (a) that the provision was managed by a network of four colleges;
 - (b) that the Panel had expressed concern regarding availability of texts and the number of texts across the colleges and that the University sub-librarian had highlighted the need for additional journals and texts to be purchased; the Panel had set as a condition of approval that parity be established across the four colleges in relation to the availability and currency of required texts and journal articles;
 - (c) that a number of issues had been raised by students, including library opening hours and availability of IT resources, the amount of feedback on assignments and support in relation to study skills and writing skills;
 - (d) that the Panel had recommended a review of the assessment strategy and that new methods of assessment be developed in order to enhance creativity and innovation.

- AGREED:
- (i) that it be recommended to the Teaching and Learning Committee that, subject to the Panel's conditions and recommendations being addressed, the provision be approved for a further period of five years (intakes 2010 - 2014) for the following maximum cohort sizes:

Full-time: 50 students
Part-time: 25 students;

- (ii) that the Faculty be asked to confirm whether the maximum cohort sizes were for each course at each location;
- (iii) that the Faculty be asked to confirm that the bridging arrangements for progression to the Ulster provision remained appropriate in light of the revalidation.

10.58 MSc International Business

- RECEIVED: a request from the Faculty to offer the distance-learning version of the MSc International Business in full-time mode, with effect from September 2010.

- NOTED:
- (a) that the Sub-Committee had received the report of the Revalidation Panel for MSc International Business at its meeting in January 2010;
 - (b) that the programme had been revalidated for delivery in full-time and part-time mode at the Magee campus and in part-time mode only by distance-learning (Min 10.26 refers);
 - (c) that the Revalidation Panel had suggested that consideration be given to offering the programme by distance learning in full-time mode;
 - (d) that the Faculty had reported that there was anecdotal evidence that suggested there was a market for such an offering and had confirmed that a full-time distance-learning mode would not require any additional resources.

AGREED: that it be recommended to the Teaching and Learning Committee that the Faculty's request to offer the MSc International Business by distance-learning in full-time mode be approved.

10.59 Course Withdrawal

NOTED: that the following course had been withdrawn:

BSc Hons Business Finance and Investment (Level 5) at Belfast Metropolitan College (FT) [last intake: 2005/06].

10.60 Course Revision: Master of Business Administration (MBA)

RECEIVED: a report on the introduction of a 'dissertation pathway' within the MBA programme.

- NOTED:
- (a) that, in January 2009, the Sub-Committee had received the report of the Revalidation Panel for Subject Unit 5G, which included the MBA programme; the Panel had expressed concern regarding the proposed inclusion of a 60-credit point 'MBS/MBA Conversion' module and the Sub-Committee had agreed that the Faculty be discouraged from including this module in the provision; the module had not been included in the final document;
 - (b) that, at its meeting on 14 January 2010, the Sub-Committee had noted that the Faculty had approved a revision in respect of the MBA programme to introduce a 'dissertation pathway';
 - (c) that, in response to a request from the Academic Office for confirmation that the introduction of the 'dissertation pathway' was not intended to offer a conversion route for holders of the MBS to gain the MBA, the Faculty had confirmed that the primary purpose of the pathway was better to accommodate existing MBA students, although the pathway could be used for the APEL of suitable applicants;

- (d) that the proposed 'MBS/MBA Conversion' module had been a 60-point module assessed by a 15,000-word action research project (80%) and a reflective learning log (20%), but that the dissertation comprised a 15-point online 'Research Methods' module and a 45-point 'Dissertation' module.

AGREED: that the Sub-Committee was content with the introduction of a 'dissertation pathway' within the MBA provision.

10.61 ACADEMIC DEVELOPMENT AND ENHANCEMENT COMMITTEE BUSINESS

RECEIVED: a report of new proposals considered by the Academic Planning Sub-Committee (APSC) at its meeting on 12 February 2010 (CASC/10/17).

NOTED: that eight new proposals had been approved to proceed for a September 2010 start; four of the proposals did not require evaluation and one (American Studies Major) would be evaluated in May 2010 with previously approved Main and Minor proposals.

10.62 SUBMISSION OF FINAL DOCUMENTS

RECEIVED: a statement on the submission of final documents from 2006/07 and 2007/08 (CASC/10/18 (a)), 2008/09 (CASC/10/18 (b)) and 2009/10 (CASC/10/18 (c)).

NOTED: (a) that one document was still outstanding for 2006/07 and two documents for 2007/08;

(b) that 36 documents had now been signed off for 2008/09; one document was currently with the Chair of the Panel for approval; one was being checked by the Academic Office and seven documents were past their deadline;

(c) that one document had been signed off for 2009/10; two documents were currently with Chairs of Panels for approval; nine documents were being checked by the Academic Office; three documents were past their deadlines; two documents required further amendments and 13 documents were not yet due.

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

10.63 STATEMENT OF ENROLMENTS ON NEW PROGRAMMES VALIDATED IN 2008/09

RECEIVED: a statement of enrolments on new courses validated in 2008/09 (CASC/10/19).

NOTED: (a) that a number of programmes had had a higher intake than estimated on the CA1 forms, while others had had very small intakes;

(b) that some college provision did not appear to have recruited, including the FdSc Retailing at six colleges, but that this may be

because the intake had not yet been entered on the University's database;

- (c) that a statement of second enrolments on new programmes validated in 2008/09 would be received at a future meeting of the Sub-Committee.

AGREED: that Dr Armstrong make enquiries into whether there were any students enrolled on the FdSc Retailing and report back to the Sub-Committee.

DURATION: 1 hour 25 minutes

AGF/AG 22.03.10

UNIVERSITY OF ULSTER

COURSE APPROVAL SUB-COMMITTEE

18 March 2010

ACCESS AND DISTRIBUTED LEARNING

Certificate of Personal and Professional Development

To revise the credit value from 5 to 10 points of module PPD012 'Professionalism in Committee Support (Introductory)' from 2008/09 and of module 'Professionalism in Frontline Services'.

FACULTY OF ART, DESIGN AND THE BUILT ENVIRONMENT

FdSc in Building Technology & Management at Northern Regional College (Coleraine Campus)

To revise the assessment strategy in module BLD158;

BSc Hons Building Surveying

To make module SUR101 'long-thin' and to introduce a project module to replace SUR110;

PgDip/MSc Hydrogen Safety Engineering

To divide the 60-point module 'Progress in Hydrogen Safety' into two 30-point modules 'Progress in Hydrogen Safety' and 'Hydrogen Safety Technologies', the former web-supplemented and the latter fully on-line.

FACULTY OF ARTS

Certificate of Personal and Professional Development

To introduce a 5-point module 'Ulster Migration Studies';

Undergraduate Hons Subject: Irish

To introduce 3 new Level 5 modules: 'Introduction to Medieval Irish', 'Middle Irish' and 'Early Modern Irish' (to be taught in common with Level 6 modules with the same titles); to withdraw IRS3** 'Religion, Politics and the Emergence of Modern Irish 1540-1640'; to introduce two 10-point modules, 'Research Methods' and 'Entrepreneurship' in Year 3 semester 1; to make the dissertation module available in semester 2, as well as semester 1, for students taking the 'Research Methods' and 'Entrepreneurship' modules;

BA Hons Humanities at Southern Regional College (Newry Campus)

To replace module ENG515 with 'The Nineteenth Century Novel';

PgDip/MA in Modern Irish

To amend the assessment weighting in module IRS804; to revise the content and titles of three modules.

FACULTY OF LIFE AND HEALTH SCIENCES

Certificate of Personal and Professional Development

To introduce a 10-point Level 4 module 'Introduction to Applied Performance Analysis' and a 5-point Level 4 module 'Introduction to Strength and Conditioning for Coaches' within the CPPD framework;

BSc Hons Environmental Science

BSc Hons Geography

BSc Hons Marine Science

AB Environmental Studies

To revise the assessment weighting in module EGM305 for 2009/10 only;

BSc Hons Environmental Science

BSc Hons Geography

To remove module EGM506 from the courses;

BSc Hons Radiography (Diagnostic) and (Therapeutic)

To revise prerequisites in respect of eight clinical modules and to revise progress regulations;

PgCert in Cancer Care

To introduce a module in 'Psychosocial Aspects of Holistic Cancer Care';

PgDip Cataract and Refractive Surgery (Theory)

To change the weighting of the online tests in each module;

MPharm

To revise the assessment strategy in a final year module 'Pharmacy Practice and Prescribing Science' and to specify in regulations that the threshold standard (50%) must be met in this additional class test in order to pass the module overall; to revise modules 'Applied Clinical Pharmacy 1 and 2'.

FACULTY OF SOCIAL SCIENCES

Access Diploma in Combined Studies at North West Regional College (Strand Road campus)

To introduce an additional optional module 'Introduction to Biology';

Certificate of Personal and Professional Development

To introduce a 20-point Level 4 module 'Communities and Policing in Transition';

Undergraduate Hons Subject: Economics

To identify modules available within the Minor strand from 2010/11;

Undergraduate Hons Subject: Law (Single Hons, Major)

To introduce an optional intercalary year leading to the award of DAS in association with five European partners under the Erasmus scheme;

Undergraduate Hons Subject: Politics

To change the assessment strategy in module POL117;

Undergraduate Hons Subject: Counselling (Minor)

To introduce a new module 'Understanding Ourselves and Others';

BSc Hons Business Economics

To make two Year 2 modules 'long-thin' and to move one module from semester 2 to semester 1;

PgDip in Further and Higher Education

To revise module EDU926;

PgDip Education

To revise the title of the 'Education Management' specialism to 'Education Leadership and Management'; to revise the title of one module; to combine two 15-point modules into one 30-point module;

PgDip in Professional Legal Practice

To change semester of two modules; to change assessment strategy in LAW720; to introduce a final synoptic examination to meet the expectations of the Law Society.