

UNIVERSITY OF ULSTER

COURSE APPROVAL SUB-COMMITTEE

Minutes of a meeting held on 7 April 2005 at the Coleraine campus

PRESENT

Professor N D Black (Chairman), Dr S D A Barnhill, Mr A G Faulkner, Mr J Kennedy, Mrs M McColgan (for Professor Moran), Mr D McGivern, Miss C McKenna (for Mrs E Urquhart), Mr M McKinney (for Dr R J Millar), Mr M Watley, Mr R N Wilson

APOLOGIES

Dr R J Millar, Professor A Moran

IN ATTENDANCE

Mrs K McCafferty, Dr J O'Connor (for mins 05.43 – 05.51)

05.24 MINUTES

The confirmed minutes of the meeting held on 3 February 2005 were signed and dated by the Chairman subject to:

- (i) Minute 05.22(e) being amended as follows, 'that **greater** focus and realism...'
- (ii) Minute 05.23 under 'Noted' last word to read **enrolment**.

MATTERS ARISING

05.25 Proposed BA Hons Irish and Gaeltacht Studies

NOTED: that NUI, Galway was not ready for a 2005 start (min 05.04 refers).

COURSE PLANNING AND APPROVAL

- 05.26 The Sub-Committee considered business from each Faculty (papers CASC/05/8-12) and noted course revisions approved by the Faculties as detailed in the Appendix.

FACULTY OF ARTS

- 05.27 Diploma: Belfast: The Social and Cultural History of a Changing City (with Certificate exit award)

RECEIVED: the Report of the Evaluation Panel.

NOTED: (a) that the programme would be at level A;

- (b) that further consideration was to be given to staffing with regard to the balance between full-time and part-time teaching staff. The Faculty was to seek advice from the Quality Assurance and Enhancement Department.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, the programme be approved for a period of four years (intakes 2005 – 2008) in line with the revalidation schedule for Subject Unit 14: History.

05.28 Proposed PGD/MA Museum Practice and Management (PT) (DL)

NOTED: that the Faculty had indicated its intention to postpone the above proposal to January 2006 intake with a September 2005 validation, to meet the plans of the Heritage Council (min 04.119 refers).

05.29 Proposed FdA Fine Craft Design (FT/PT) at Belfast Institute of Further and Higher Education

NOTED: that the Institute had withdrawn the above proposal as DEL had not supported the application (min 04.86 refers).

05.30 Proposed FdA Graphic Design at Belfast Institute of Further and Higher Education

NOTED: (a) that the Institute wished to postpone the above proposal to a September 2006 start (min 04.86 refers);
(b) that the proposal was to be retitled Design for Visual Communication.

FACULTY OF BUSINESS AND MANAGEMENT

05.31 Revalidation of Subject Unit 5F: Business and Management (Postgraduate, Jordanstown)

RECEIVED: the Report of the Revalidation Panel.

NOTED: that an explanation of how quality and standards were to be maintained in the group dissertation was to be provided for consideration and approval by the University's Teaching and Learning Committee.

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):

MSc Business Improvement (with PGD exit award)
PgD/MSc Human Resource Management
PgD/MSc Marketing and Entrepreneurship

05.32 Proposed FdSc Culinary Arts (FT/PT) at Belfast Institute of Further and Higher Education

RECEIVED: the Report of the Evaluation Panel.

NOTED: that the Faculty was to confirm the maximum cohort sizes for full-time and part-time study based on the physical and human resources available to deliver the programme.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the Panel being met, the programme be approved for a period of four years (intakes 2005 – 2008) in line with the revalidation schedule for Subject Unit 15A: Hospitality (undergraduate).

05.33 Revalidation of PgDip/MSc Cultural Management (PT)

NOTED: (a) a request from the Faculty to extend the period of approval for the above programme in revalidation unit 15B by one year (to 2009 intake);

(b) that this would bring the programme into line with the proposed PgD/MSc International Hotel and Tourism Development and International Tourism Development being validated in April 2005;

(c) that approval of the extension would be subject to approval of the two proposed programmes for a period of five years;

(d) that there had been no intake in 2004.

AGREED: that it be recommended to the Teaching and Learning Committee that the period of approval for the above programme be extended exceptionally to six years in line with Subject Unit 15B, subject to approval of the PgDip/MSc International Hotel and Tourism Development and PgDip/MSc International Tourism Development.

05.34 Revalidation of Subject Unit 5E2: Business and Management (Postgraduate, Coleraine)

RECEIVED: the Report of the Revalidation Panel.

NOTED: a change of title for PgDip/MSc e-Business and Information Innovation to 'Business and Information Innovation'.

AGREED: 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 below be approved for a further period of five years (intakes 2005 – 2009):

PgD/MSc Business and Information Innovation
PgD/MSc Finance and Investment

05.35 Programme Withdrawal

NOTED: that the following programme had been withdrawn:

BSc Hons Accounting (Levels 1 and 2) at North Down and Ards Institute of Further and Higher Education.

FACULTY OF ENGINEERING

05.36 Revalidation of Subject Unit 10B: Engineering (College): FdEng Telecommunications at East Antrim Institute of Further and Higher Education

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, that the provision within the Subject Unit be approved for a further period of five years (intakes 2005 – 2009) with a maximum cohort size of 16.

05.37 Proposed BSc Hons Computing (Artificial Intelligence) with DIS and Proposed BSc Computing (Digital Games Development) with DIS (CE)

RECEIVED: a CA3 proposal to introduce two new named pathways deriving from BSc Hons Computing, with distinct UCAS codes and awards.

NOTED: (a) that only three new modules would be involved for each pathway;

(b) that external examiner endorsement had been given;

(c) that the Faculty had carried out market research which supported these developments and those at Magee (see min 05.38).

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

05.38 Proposed BEng Hons Computer Games and Development and proposed BSc Hons Multimedia Computer Games (ME)

RECEIVED: CA3 proposals to introduce two new named pathways one deriving from BEng Hons Electronic and Computer Systems and the other from BSc Hons Multimedia Computing and Design with distinct UCAS codes and awards.

NOTED: that evidence of external examiner endorsement had not been provided.

AGREED: that the Faculty be asked to provide evidence of external examiner support.

05.39 Proposed Part-time BSc Hons Computing (CE)

RECEIVED: a CA3 proposal to offer the BSc Hons Computing at Coleraine on a part-time basis.

NOTED: that the part-time mode was being introduced to facilitate a small number of students completing the AB Computing at Coleraine who wished to 'top-up' to Honours level.

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

05.40 Revalidation of Subject Unit 10A: Engineering

RECEIVED: the Report of the Revalidation Panel.

NOTED: (a) that the BEng/BEng Hons Electronics and Software and the BSc Hons Internet and Communications Engineering had been merged into a new BEng/BEng Hons Electronics, Communications and Software and a number of programmes had been withdrawn;

(b) that the panel had some concern with regard to the PgDip/MSc Industrial Practice and had made strong recommendations that the Team review the programme.

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

BEng/BEng Hons Biomedical Engineering
BEng/BEng Hons Electronics, Communications and Software (FT/PT)
BEng/BEng Hons Engineering Management (FT)
BEng/BEng Hons Mechanical Engineering (FT)
BSc Hons Technology with Design (FT)
AB Engineering (FT)
BEng Hons Engineering (FT/PT)
BEng Hons Engineering (Mechanical) (FT/PT)
BEng Hons Engineering (Electrical/Electronic) (FT/PT)
MEng Engineering (FT)
MEng Engineering (Mechanical) (FT)
MEng Engineering (Electrical/Electronic) (FT)
MEng Engineering (+ Diplom Ingenieur) (FT)
PgDip/MSc Engineering (named specialisms) (FT/PT)
PgDip/MSc Industrial Practice (PT)

(ii) that the strong recommendations made by the Panel with regard to the PgDip/MSc Industrial Practice programme be changed to conditions.

05.41 Proposed BSc Hons Urban Planning and Property Development

RECEIVED: a CA3 proposal to offer the above specialism as a separate named award.

NOTED: (a) that the proposal was a re-titling of a stream approved within BSc Hons Surveying with Specialisms in 1997; all other specialisms had been separated into named awards in 2002, but there had been insufficient resources to offer this one;

(b) that new/updated modules were to be introduced;

(c) that the CA3 stated that the ability to offer the programme depended on additional resources.

AGREED: (i) that the Faculty confirm whether resources were in place to offer the programme;

(ii) that the proposal be re-considered at the next meeting of the Sub-Committee.

05.42 Programme Withdrawals

NOTED: that the following programmes had been withdrawn:

HND Construction at Newry and Kilkeel Institute of FHE
AB Computing with Mathematics
BSc Hons Internet and Communication Engineering
PgD/MSc Manufacturing Technology Design and Management at
Jordanstown and Queen's University, Belfast
PgD/MSc Manufacturing Management

FACULTY OF LIFE AND HEALTH SCIENCES

05.43 Revalidation of Subject Unit 22B: Clinical Physiology

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, that provision within the Subject Unit as listed below be approved for a further period of five years (intakes 2005 – 2009):

BSc Hons Applied Physiology (FT) – 3 years
BSc Hons Clinical Physiology with DPP (FT) – 4 years
BSc Hons Clinical Physiology (PT) – 2 years-top-up

05.44 Cert/PGCert Independent and Supplementary Prescribing (Joint course with QUB)

RECEIVED: the Report from the Developmental Review held on 7 January 2005.

NOTED: that there were some problems with joint arrangements but that both institutions had been encouraged to continue to pursue joint operation and a joint award as originally intended.

05.45 Proposed MSc Counselling Psychology; Proposed MSc Applied Behaviour Analysis (mins 04.193, 04.67 refer)

NOTED: that the evaluation of both programmes had been postponed until next academic year with a view to entry in September 2006.

05.46 Proposed MSc Advanced Dietetics Practice

NOTED: that the Faculty wished to postpone the above proposal until further notice.

05.47 Proposed BSc Hons Applied Biosciences (Distance Learning)

RECEIVED: a CA1 proposal.

NOTED:

- (a) that the programme would be a part-time distance learning top-up degree;
- (b) the need to pay particular attention to support for students in transition from classroom-based experience to on-line learning;
- (c) that the programme would focus on the Hong Kong market for part-time higher education and would be advertised in Hong Kong through the Campus One website and UU online prospectus. Two components of classroom-based activity, induction and practicals, were proposed in Hong Kong through a service agreement with IVE (Chai Wan). In addition some projects might require IVE resources;
- (d) that staff resources were not currently sufficient but additional resource needs had been included in the Business Plan;
- (e) that discussions regarding library resources had still to take place;
- (f) that as no such degree existed at the University, the Evaluation Panel would need to consider the underpinning level 1 and 2 curriculum which contributed to a coherent 360 credit point degree programme.

AGREED: (i) that it be recommended to the Teaching and Learning Committee that the proposal proceed to planning and evaluation

with a view to entry in January 2006, subject to Planning Committee approval of the Business Plan;

- (ii) that new academic externals be nominated for the evaluation Panel.

05.48 Graduate Certificate in Biomedical Sciences

RECEIVED: a CA3 proposal to convert the above programme to fully on-line mode only from September 2005.

NOTED: that additional staff, library and IT support would be required to support the programme;

AGREED: that it be recommended to the Teaching and Learning Committee that the programme be approved, subject to approval of the Business Plan by Planning Committee.

05.49 Revalidation of Subject Unit 12C: Environmental Studies – College of Agriculture, Food and Rural Enterprise (CAFRE)

RECEIVED: the Report of the Revalidation Panel.

- NOTED:
- (a) that new Foundation Degrees had been considered;
 - (b) that BSc Hons Equine Studies was to be replaced by Equine Management;
 - (c) that there had been an issue regarding the use of the CertHE as an entry point and that this had been discussed by the Teaching and Learning Committee which had agreed that the University should continue to permit the CertHE as a stand-alone qualification, but that DEL and DARD would be expected to steer Colleges regarding their policies and the approval of the relevant Department would continue to be required for CertHE proposals.

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 as listed below be approved for a period of five years (intakes 2005 – 2009):

CertHE/FdSc Rural and Countryside Management (FT/PT)
FdSc Equine Management (with CertHE exit award) (FT/PT)
BSc Hons Equine Management (FT)

05.50 BSc Hons Dietetics

RECEIVED: a CA3 proposal to introduce two different models of completion of placement in years 3 and 4 with some students finishing a semester earlier.

AGREED: that the proposal be approved, subject to confirmation of acceptability from the Head of Equality Policy and Practice.

05.51 Programme Withdrawal

NOTED: that the following programme had been withdrawn:

PgDip/MSc Biological Sciences

FACULTY OF SOCIAL SCIENCES

05.52 Proposed MSc/PgDip/PgCert in Cognitive Psychotherapy (PT) (ME)

RECEIVED: a CA1 proposal.

NOTED: (a) that additional staff were required for the programme;
(b) that teaching accommodation was still to be organised;
(c) that further discussions were required regarding library resources;
(d) that the proposal had been developed with the NI Centre for Trauma and Transformation and gave special emphasis to post-traumatic stress disorder and trauma-related disorders.

AGREED: (i) that it be recommended to the Teaching and Learning Committee that the programme proceed to planning and evaluation with a view to entry in January 2006.
(ii) that the Faculty provide clarification on the fulfilment of resource requirements.

05.53 Proposed FdSc Restorative Practices (PT) (JN)

RECEIVED: a request from the Faculty to postpone the evaluation event to September/October 2005 with a view to entry in January 2006.

AGREED: that the request be approved.

05.54 Revalidation of Subject Unit 26B: Community Youth Work

RECEIVED: a request from the Faculty to postpone the revalidation event from January 2006 to March/April 2006, in view of ongoing professional approval developments.

NOTED: that the University expected events involving PSRBs normally to be scheduled in Semester 1.

AGREED: that the request be approved.

05.55 Re-Validation of Subject Unit 26G: Social Work (Post Qualifying)

RECEIVED: a request to postpone the above revalidation to November 2006, in view of ongoing professional approval developments.

- NOTED:
- (a) that CASC had already agreed to recommend that Unit 26G take place in semester 2 2005/6 and that the period of approval for the programmes be extended to include 2005 intake (min 04.204 refers);
 - (b) that this request would entail an extension of approval for another year to include 2006 intake;
 - (c) that the part-time PgDip/MSc Social Work would be retained.

AGREED: that it be recommended to the Teaching and Learning Committee that Unit 26G be revalidated in November 2006 and that the approval of programmes be exceptionally extended to include 2006 intake.

05.56 PgDip/LLM Human Rights Law

RECEIVED: a CA3 proposal to change the programme from a PgDip/LLM to an LLM with a PgDip exit award.

AGREED: that the proposal be approved.

05.57 CertHE Combined Social and Behavioural Sciences at Belfast Institute of Further and Higher Education

RECEIVED: a request to re-assign the above programme from the Faculty of Social Sciences to the Faculty of Life and Health Sciences.

AGREED: that the request be approved.

05.58 Programme Withdrawals

NOTED: that the following programmes had been withdrawn:

Certificate/Diploma/DipHE Combined Studies at North East Institute of FHE

CertHE Combined Social and Behavioural Sciences at North East Institute of FHE

CertHE Combined Social and Behavioural Sciences at Upper Bann Institute of FHE

HNC Care Practice at East Tyrone College of FHE

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

PgDip Social Work (Full-time)

05.59 LANGUAGE AND COMPUTING COMBINATIONS AT COLERAINE CAMPUS

RECEIVED: a response from the Director of Combined Studies in respect of the appropriate order in titles for two main combinations involving a language and Computing. (min 04.176 refers).

NOTED: that, contrary to the standard alphabetical rule, following discussions with the Heads of Schools and taking account of the year of study abroad and the specific support requirements, it was recommended that the order of combination give the language first.

AGREED: that exceptionally this order of combination be approved.

DURATION: 2 Hours