

UNIVERSITY OF ULSTER

COURSE APPROVAL SUB-COMMITTEE

Minutes of a meeting held on 9 April 2002 at the Coleraine campus

PRESENT

Professor R R Barnett (Chairman), Dr S D A Barnhill, Professor N D Black,
Mr R D Carson, Mr A G Faulkner, Mr J Kennedy, Mr B F Linden (for Mr D F McGivern),
Professor D A McAlister, Mrs E E Urquhart

IN ATTENDANCE

Dr J H Gillespie (for minutes 02.33 – 37), Ms C F Guyer (for minutes 02.51 - 56),
Mr H Deighan

APOLOGIES

Mr R N Wilson

02.30 MINUTES

The minutes of the meeting held on 29 January 2002 were approved.

CHAIRMAN'S COMMUNICATIONS

02.31 Re-Validation Process

The Chairman informed the Sub-Committee that the Teaching and Learning Committee at its meeting on 27 February 2002 had considered a paper outlining future arrangements for the re-validation of courses. A definitive course listing by unit/sub-unit was being compiled and would be available shortly on the Academic Office website.

02.32 COURSE PLANNING AND APPROVAL

The Sub-Committee considered business from each Faculty (Papers CASC/02/09 - 14). It noted course revisions by Faculties in the Appendix.

FACULTY OF ARTS

02.33 Proposed Diplomas in French, German, Spanish (ME) (PT)

RECEIVED: CA1 proposals to offer part-time Diplomas in French, German and Spanish at Magee from 2002.

NOTED: a) that the courses would follow the format of the Diploma in Irish Language;

- b) that the courses comprised 60 credit points at Level A and 60 at Level 1, and that the modules derived from existing provision on the campus;
- c) that the Faculty planned to roll out these courses to other campuses, and that the possibility of Italian was being investigated;
- d) that upon completion of the Diploma, students would progress to the first year of an honours degree programme, except in exceptional circumstances when it would be possible to progress to year 2, if the requirements of a matching subject had been fulfilled.

- AGREED:
- i) that it be recommended to the Teaching and Learning Committee that the courses be approved for a period of three years (intakes 2002 – 2004);
 - ii) that the timetabling implications be discussed with Physical Resources.

02.34 Proposed BA Hons French (Single Honours, Major and Minor) at Coleraine (FT)

RECEIVED: a CA1 form for the course proposal.

NOTED: that the course content included four new modules.

AGREED: that it be recommended to the Teaching and Learning Committee that the course be approved for a period of for three years (intakes 2002 – 2004), subject to the receipt of module descriptions for the new modules, aims and objectives and a structure diagram for the major and minor strands, course regulations and evidence of external endorsement.

02.35 BA Hons Humanities Combined

RECEIVED: a CA3 proposal to change the title of the BA Hons Humanities Combined to BA Hons Combined Arts from 2002/3 (all cohorts).

- NOTED:
- a) that the proposed title reflected the title of the Faculty of Arts;
 - b) that current students had agreed to the title change.

AGREED: that the proposal be approved.

02.36 Postgraduate Diploma/MA History (PT)
Postgraduate Diploma/MA 20th Century Music

NOTED: that the Faculty had withdrawn the courses.

02.37 Modifications to Languages Modules at Coleraine

RECEIVED: a tabled outline proposal to rationalise the language modules offered at Coleraine.

NOTED: a) that there were a large number of separate language modules for different courses;

b) that the Faculty proposed to use a 10 point module structure to create common language modules that could be taken by all students regardless of the course of study.

AGREED: that the Faculty proceed with the proposal, to take effect from October 2002.

FACULTY OF BUSINESS AND MANAGEMENT

02.38 HNC Business and Finance at Armagh College of Further and Higher Education

RECEIVED: the evaluation panel report for the course.

NOTED: a) that Chairman's action had been taken to approve the report;

b) that the College had been unable to recruit sufficient students for a September 2001 start;

c) that the course would now be offered from 2002.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the panel being met, the course be approved for an intake of 15 students for a period of 5 years, intakes 2002-2006.

02.39 BA Hons Business Studies (Level 3) at North East Institute of Further and Higher Education

RECEIVED: a CE3 proposal to offer BA Hons Business Studies (Level 3) at North East Institute of Further and Higher Education, from 2002.

NOTED: that the proposal had been submitted on the old form which did not include details of resource implications.

AGREED: that the Faculty be requested to provide information on resource implications in terms of staffing, equipment, specialist accommodation, computing and library.

02.40 Proposed HNC/D or Associate Bachelor's Degree in Leisure Management at Omagh College

NOTED: that Chairman's action has been taken to recommend that the proposal proceed to planning and evaluation as it would not form part of the next Foundation degree provision (minute 02.10 refers).

FACULTY OF ENGINEERING AND BUILT ENVIRONMENT

02.41 Proposed Foundation Degree in Timber Technology and Management at East Down Institute of Further and Higher Education (Downpatrick)

RECEIVED: a CA2 form and Faculty assessment for the course proposal.

AGREED: that it be recommended to the Teaching and Learning Committee that planning and evaluation of the course proceed with a view to entry in September 2002.

02.42 Proposed Foundation Degree in Architectural Technology

RECEIVED: a CA2 form and Faculty assessment for the course proposal.

NOTED: a) that the course would be offered at the following locations:

- i) Belfast Institute of Further and Higher Education;
- ii) East Down Institute of Further and Higher Education;
- iii) Newry and Kilkeel Institute of Further and Higher Education;
- iv) North West Institute of Further and Higher Education;

b) that the course evaluation document would not be ready until June 2002.

AGREED: that it be recommended to the Teaching and Learning Committee that planning and evaluation of the courses proceed with a view to entry in September 2002.

02.43 Proposed Foundation Degree in Construction Engineering

RECEIVED: a CA2 form and Faculty assessment for the course proposal.

NOTED: a) that the course would be offered at the following locations:

- i) Belfast Institute of Further and Higher Education;
- ii) East Down Institute of Further and Higher Education;
- iii) Newry and Kilkeel Institute of Further and Higher Education;
- iv) North East Institute of Further and Higher Education;
- v) North West Institute of Further and Higher Education;
- vi) Omagh College;

- vii) Upper Bann Institute of Further and Higher Education;
- b) that the course evaluation document would not be ready until June 2002.

AGREED: that it be recommended to the Teaching and Learning Committee that planning and evaluation of the courses proceed with a view to entry in September 2002.

02.44 Proposed Postgraduate Certificate in Architectural Conservation

RECEIVED: a CA1 form for the course proposal.

- NOTED:
- a) that the course would be delivered by visiting lecturers, which might have implications for its financial viability;
 - b) the additional library resource requirement.

- AGREED:
- i) that it be recommended to the Teaching and Learning Committee that planning and evaluation of the course proceed with a view to entry in September 2002;
 - ii) that the Faculty report to the next meeting of the Sub-Committee on the financial viability of the proposal in the light of discussions with the Finance Department;
 - iii) that the Faculty be asked to consider offering the course on the Belfast campus where relevant library resources were located.

02.45 Proposed Postgraduate Diploma in Business Leadership in the Built Environment

RECEIVED: a CA2 form for the course proposal.

- NOTED:
- a) that this was a proposal from Cavendish Training Limited, a private sector company, to offer the course from 2003;
 - b) that there was no Faculty assessment or Business Plan;
 - c) that the named trainers did not appear to be suitably qualified to teach at Master's level;
 - d) that attendance was proposed to contribute to the assessment strategy.

- AGREED:
- i) that further information be provided on quality and standards issues relating to the proposed course management arrangements, the resources available in terms of staffing, teaching accommodation, IT and library, and the relationship between the four named companies: Cavandish Training Limited, McBain Cooper plc, Dale Carnegie and Clive Thompson and Associates;

- ii) that the Faculty provide an assessment including information on the advantages of the proposal to the University, and a Business Plan.

02.46 Postgraduate Diploma/MSc Energy Technology

RECEIVED: a CA3 proposal to change the title to Postgraduate Diploma/MSc Energy Management and to deliver the course by Distance Learning only from 2002.

NOTED: a) that no students were currently enrolled on the course;
b) that associated staff had transferred from the Coleraine campus to Jordanstown.

AGREED: i) that the title change be approved;
ii) that the distance learning proposal be approved in principle, subject to approval of an e-learning business plan by the Institute of Lifelong Learning and the Planning Committee.

FACULTY OF INFORMATICS

02.47 Proposed Major, Main and Minor Undergraduate Honours Degree Strands in Computing at Magee

RECEIVED: a CA1 form to introduce Major, Main and Minor undergraduate degree strands in Computing at Magee from 2002.

NOTED: that the proposal was in line with the University's new modular structure.

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

02.48 Proposed Foundation Year for BSc Hons Computing Science and BEng Hons Electronics and Computing at Magee Campus

RECEIVED: a tabled CA3 proposal to offer an integrated foundation year at Magee from 2002.

NOTED: a) that the proposal sought to address widening participation and retention issues at Magee and was aimed at the weaker A Level student (proposed DD standard for entry compared to CCC for Level 1 entry);
b) that five new 20 point modules at Level A and one at Level 1 were to be introduced;
c) that if approved, the non Honours BEng degree would be withdrawn.

AGREED: that it be recommended to the Teaching and Learning Committee that planning and evaluation of the foundation year proceed with a view to entry in 2002.

02.49 Changes in Course Titles

RECEIVED: CA3 proposals to change the titles of a number of undergraduate courses across the three campuses.

- NOTED:
- a) that the proposed course titles reflected the new campus identity within the Faculty with a single School on each campus;
 - b) that the undergraduate degree at Jordanstown would retain the current BSc Hons Computing Science title;
 - c) that the proposed change of titles were are follows:

<u>Current</u>	<u>New</u>
DipHE Computing with eMedia at Limavady College FHE	FdSc Computing with eMedia
BSc Hons Computing Science (ME)	BSc Hons Computer Science
BSc Hons Computing Science (CE)	BSc Hons Computing
BSc Hons Mathematics, Statistics and Computing (JN)	BSc Hons Mathematics with Computing
BSc Hons Interactive Multimedia Design (ME)	BSc Hons Multimedia Computing & Design (Main: Main structure)
BSc Hons Computing with Enterprise Studies (ME)	BSc Hons Computing with Entrepreneurship (Major: Minor structure)
BSc Hons e-Business and Connectivity (ME)	BSc Hons Computing and e-Business (Main: Main structure)
BEng Hons Electronics and Computing (ME)	BEng Hons Electronics and Computer Systems

- AGREED:
- i) that the proposals be approved;
 - ii) that the Faculty provide a statement to Dr Barnhill on the rationale for the changes and the key distinctive features of the provision on each campus.

02.50 Proposed BSc Hons Mathematics, Statistics and Computing (Levels 1 and 2) at South China Agricultural University

NOTED: that the Faculty had reported that Finance Department had approved the Faculty Business Plan (minute 02.18 refers).

FACULTY OF LIFE AND HEALTH SCIENCES

02.51 Proposed Postgraduate Diploma/MSc Microbial Biotechnology

RECEIVED: a CA1 form to offer the course by Distance Learning only, from February 2003.

AGREED: that it be recommended to the Teaching and Learning Committee that planning and evaluation of the proposal proceed, subject to approval of an e-learning Business Plan by the Institute of Lifelong Learning and the Planning Committee.

02.52 Postgraduate Diploma/MSc Geographic Information Systems

RECEIVED: a CA3 proposal to offer the existing campus-based course by Distance Learning from 2002.

NOTED: that students studying by Distance Learning would have the option to follow one of two specialised streams, namely GIS for Applications in Health Care and GIS for Applications in Environmental Management.

AGREED: that the proposal be approved in principle, subject to approval of an e-Learning Business Plan by the Institute of Lifelong Learning and the Planning Committee.

02.53 Proposed Foundation Degree in Sport and Leisure at Causeway Institute and Limavady College of Further and Higher Education (Joint Proposal)

RECEIVED: a CA2 form for the proposed course.

NOTED:

- a) that the proposal had been considered by the Sub-Committee at its September 2001 meeting and a decision had been delayed pending further guidance from DEL on the Foundation Degree provision for 2002;
- b) that DEL had decided that the Built Environment and Hospitality were the designated areas for Foundation Degree development in 2002;
- c) that, in view of DEL restrictions, it might be necessary to reintroduce the DipHE award for intermediate level courses with an element of work-based learning.

AGREED: that it be recommended to the Teaching and Learning Committee that planning and evaluation of the course proceed for an alternative intermediate award, which could later be converted to a Foundation Degree, subject to confirmation that the colleges wished to proceed with the proposal and DEL approval.

ii) that Senate be asked to approve the re-introduction of the DipHE to the Schedule to Ordinances 2000/02.

02.54 Postgraduate Certificate/Diploma/MSc European Food and Regulatory Affairs (Distance Learning)

RECEIVED: the evaluation panel report for the course.

NOTED: that students would register as distance learning students of the University of Ulster, but the course would be offered in association with Trinity College, Dublin and NUI, Cork.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the panel being met, the course be approved for one year (intake 2002).

02.55 Postgraduate Certificate/Diploma/MSc Prescribing Science
Postgraduate Diploma/MSc Sport and Exercise
Postgraduate Diploma/MSc Sport Exercise and Leisure

RECEIVED: CA5 forms to withdraw the courses.

NOTED: that the proposed Postgraduate Diploma/MSc Sport and Exercise Medicine would be evaluated on 30 April 2002.

AGREED: that the Faculty provide a report on their overall plan for sports provision to the next meeting of Sub-Committee.

02.56 MSc Physiotherapy (Pre-registration)

NOTED: that the Sub-Committee's comments had been incorporated into the Faculty's response to the APTE Commission (minute 02.21 refers).

FACULTY OF SOCIAL SCIENCES

02.57 Proposed BSc Hons Social Policy (Main and Minor) (FT/PT) at Magee

RECEIVED: a CA1 form for the course proposal.

NOTED: a) that the Faculty proposed to withdraw the BSc Hons Social Administration and Policy (no further intake) as part of the Faculty's strategy of concentrating non-Education course provision on the Jordanstown and Magee campuses;

- b) that all modules were existing modules on offer on courses at either the Coleraine or Magee campuses;
- c) that the library resource at Coleraine would be transferred to Magee on a phased basis;
- d) that there would be no additional staffing requirement as existing teaching staff at Coleraine would eventually transfer to Magee.

- AGREED:
- i) that it be recommended to the Teaching and Learning Committee that the course be approved from 2002;
 - ii) that the Faculty liaise with Physical Resources on timetabling implications;
 - iii) that, in view of the significant development of Faculty proposals for Honours subjects under the modular framework, the Chairman and Dr Barnhill agree with Deans a list of approved Major, Main and Minor subject combinations and report to the next meeting.

02.58 Proposed Postgraduate Diploma/Master of Public Administration (North-South Executive Development Programme)

RECEIVED: a CA1 form for the course proposal.

- NOTED:
- a) that the proposal was a joint North-South Senior Executive Development programme with the Institute of Public Administration, Dublin;
 - b) that the course would be taught off-campus at various locations throughout Ireland on a residential basis;
 - c) that a bid had been made to the European Special Programmes Body for funding;
 - d) that the course would be viable without ESP support.

AGREED: that it be recommended to the Teaching and Learning Committee that planning and evaluation proceed with a view to entry in January 2003.

02.59 Postgraduate DMS/MBA (with Specialisms: Health and Social Care Management; Public Management; Economic Development; Strategic Procurement Management)

NOTED: that the course had been withdrawn.

02.60 BSc Hons Speech and Language Therapy

RECEIVED: a CE3 proposal to introduce a non-clinical route, BSc Hons Speech and Language Sciences (ft/pt), from 2001/2.

- NOTED:
- a) that this route would allow students who did not wish, or who were not eligible, to proceed to State Registration to study for a BSc Hons Speech and Language Sciences degree;
 - b) the route would be accessed at the end of Year 3, or Semester 1, year 4 or following failure in a placement module, CMM531J2;
 - c) that the arrangement had been recommended by the Periodic Review Panel and the RCS/CPSM panel and was supported by the external examiner.
- AGREED:
- i) that it be recommended to the Teaching and Learning Committee that the course be approved;
 - ii) that Faculties consider other professional courses where opportunities for students might be enhanced by the introduction of an alternative award for those unable to meet professional requirements.

02.61 BSc Hons Linguistic Science

RECEIVED: a CA3 proposal to change the title of the course to BSc Hons Language and Linguistics.

NOTED: that the proposed title more accurately reflected the course content.

- AGREED:
- i) that the proposal be approved from 2002 intake;
 - ii) that the Faculty also consult current students so that the change might be effected for earlier cohorts.

02.62 STUDENT ENROLMENT ON COURSES VALIDATED LAST YEAR CASC/02/15

The Sub-Committee received paper CASC/02/15 detailing the actual enrolment on courses validated in 2000/01 against the maximum cohort approved (external courses) or expected (internal).

The Sub-Committee noted that at the Northern Ireland Hotel and Catering College the total registered for the BA Hons Travel and Tourism should read 22 (full-time and part-time) and for the BA Hons Culinary Arts 19 (full-time and part-time). A total of 14 students were enrolled on the DipHE Computing and e-Media at Limavady College.

Duration 2 hours 20 minutes

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