

UNIVERSITY OF ULSTER

COURSE APPROVAL SUB-COMMITTEE

Minutes of a meeting held on 14 November 2002 at the Coleraine campus

PRESENT

Professor R R Barnett (Chairman), Mr A G Faulkner, Mr J Kennedy, Mr D F McGivern, Professor A Moran, Mr P Sweeney (for Professor N D Black), Mrs E E Urquhart, Mr M Watley

APOLOGIES

Dr S D A Barnhill, Professor N D Black, Mr N Wilson

IN ATTENDANCE

Mr H Deighan; Dr J H Gillespie, Professor J A Sharp, Professor R Welch (for minutes 02.152 – 02.158)

02.147 MINUTES

The minutes of the meeting held on 19 September 2002 were approved.

The Chairman informed members that in future the minutes would be taken as confirmed unless proposed amendments were notified to him or the secretary of the Sub-Committee within seven days of issue.

MATTERS ARISING

02.148 BSc Hons Psychology (min 02.126)

The Chairman requested that the Faculty provide a report on the possibility of offering a four year option of the course with placement, and the possible use of the Applied Psychology title for this option.

02.149 Monaghan Education Centre (min 02.128)

Professor Moran informed members that staff from the Faculty and the Faculty of Life and Health Sciences would meet with the Director of Monaghan Education Centre in early December 2002 to discuss a more strategic approach to future developments.

02.150 Approved Major, Main, Minor Subject Combinations in undergraduate degrees (min 02.145)

The Sub-Committee noted that all Faculties, with the exception of Informatics and some Arts subjects, had nominated Subject Directors for Magee and Coleraine campuses. The Chairman asked that outstanding nominations be made as he intended to arrange a meeting with Subject Directors in December to discuss various operational matters.

## COURSE PLANNING AND APPROVAL

02.151 The Sub-Committee considered business from each Faculty (Papers CASC/02/35-40). It noted course revisions approved by Faculties as listed in the Appendix.

### **FACULTY OF ARTS**

02.152 Associate Bachelor's Degree in Humanities at Fermanagh College

RECEIVED: the evaluation panel report for the course.

NOTED: (a) that the proposal had not been approved;

(b) that the College had been asked to submit a revised evaluation document in early 2003 for a September 2003 start;

(c) that the College currently offered the CertHE (Diploma) in the Humanities.

02.153 Jordanstown/Belfast Provision

RECEIVED: A statement of the current position regarding the Faculty's plan for Jordanstown/Belfast provision (min 02.110 refers).

NOTED: (a) that the Faculty's plan derived from the University's review of campus provision and the intention to consolidate campus strengths;

(b) that a delay would not assist the refurbishment plan for the Belfast campus and would have a negative impact on morale in the Faculty;

(c) that the Faculty intended that English, History and American Studies provision at Jordanstown cease from 2002 intake;

(d) that a CA1 form for new full-time and part-time courses in Cultural Studies (2003 entry) at Belfast for consideration at the next meeting of the Sub-committee would be completed by 20 December 2002;

(e) that the proposed courses would complement existing Art and Design courses and would eventually contribute to a modular arrangement;

(f) that the inadequacy of library accommodation would need to be addressed.

AGREED: (i) that the proposals, and the timeframe for implementation be approved in principle, subject to consideration of the CA1 form at the next meeting;

- (ii) that the Faculty inform current applicants to Jordanstown courses of the proposed course provision at Belfast and opportunities on other campuses.

02.154 Bachelor of Music with Honours

RECEIVED: a CA3 proposal to transfer the course to Magee campus from Year 1 in 2003 and to introduce new and modified modules to broaden contents.

- NOTED:
- (a) that graduates would still be able to progress to the PGCE;
  - (b) that in due course the Faculty proposed to offer Major, Main and Minor strands in Music at Magee;
  - (c) that work on the Foyle Arts Centre would be completed by August 2003;
  - (d) that a bid would be made for additional resources outside of the Faculty's capital budget to equip the electronics studio.

- AGREED:
- (i) that the proposal be approved;
  - (ii) that the Faculty write to current applicants regarding the change in location and revised structure.

02.155 BA Hons Modern and Contemporary History

RECEIVED: a CA3 proposal to change the title of the course to BA Hons History from 2003.

NOTED: that a CA1 form would come to a future meeting for a revised degree in light of consolidation of the subject at Coleraine.

AGREED: that the proposal be approved.

02.156 Proposed Diploma in Irish Language at Downings, Co Donegal (Outcentre)

RECEIVED: a tabled CA3 proposal to offer the course at Downings as an outcentre from 2002.

- NOTED:
- (a) that the course was already offered at Gweedore (Outcentre);
  - (b) that students would be exempted half of the course (three modules) if they were native speakers;
  - (c) that the course would be taught by University of Ulster staff in a new Community Centre;

- (d) that the library resources, in terms of the library on site and access to Magee, were adequate to support students on the course.

AGREED: that it be recommended to the Teaching and Learning Committee that the proposal be approved for a 2002/03 start.

02.157 BA Hons Applied Languages and BA Hons International Business Communication

NOTED: that Chairman's action had been taken to approve the change of course titles from 2003/04 intake to:

BA Hons French & German (Applied Languages)  
BA Hons French & Spanish (Applied Languages)  
BA Hons German & Spanish (Applied Languages)  
BA Hons Languages, Business and Computing

AGREED: that the Faculty liaise with Student Recruitment Services regarding communication of the changes in course titles and the distinctive features of the courses.

02.158 Slow Tracking of BA Hons Humanities Combined (Philosophy/Media Studies)

NOTED: that the Chairman had approved a proposal to slow track the final year of the full-time course for one student.

AGREED: that the Faculty consider offering their current undergraduate provision in both full and part-time modes of attendance.

**FACULTY OF BUSINESS AND MANAGEMENT**

02.159 Proposed Certificate of Higher Education in Social Enterprise

RECEIVED: a CA1 form for the course proposal.

- NOTED:
- (a) that the University in conjunction with the School for Social Entrepreneurs (franchise held by Flax Trust) and Venture International Ltd, a local consultancy, had been invited to tender for funding to design and deliver the proposal under Peace II;
  - (b) that the course proposal derived from the University's liaison with the Flax Trust and would be offered in outcentres;
  - (c) that the proposal which identified the involvement of Social Sciences staff had not been endorsed by the Faculty;
  - (d) that no external panel members had been nominated.

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 October 2003, subject to confirmation of support from the Faculty of Social Sciences.

02.160 PGDip/MSc Finance and Investment

RECEIVED: A CA3 proposal to change location of the course from Jordanstown to the Coleraine campus (School of Business, Retail and Financial Services) from 2003.

AGREED: that the proposal be approved.

**FACULTY OF ENGINEERING AND BUILT ENVIRONMENT**

02.161 Foundation Degree in Architectural Technology at North West Institute of Further and Higher Education; East Down Institute of Further and Higher Education; Newry and Kilkeel Institute of Further and Higher Education and Belfast Institute of Further and Higher Education

RECEIVED: the evaluation report for the courses.

NOTED: (a) that no Institute was offering the course in 2002/03;  
(b) that the proposal was intended to replace HNC/Ds.

AGREED: (i) that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the evaluation panel being met the course be approved for a period of four years (intakes 2002-2005) for a cohort of 16 students at each Institute (full-time subject to DEL approval);  
(ii) that the Institutes be recognised under Ordinance 1984/8: Recognition of Institutions.

02.162 Foundation Degree in Construction Engineering at North West Institute of Further and Higher Education; East Down Institute of Further and Higher Education; Upper Bann Institute of Further and Higher Education; Belfast Institute of Further and Higher Education; Omagh College; North East Institute of Further and Higher Education and Newry and Kilkeel Institute of Further and Higher Education

RECEIVED: the evaluation report for the courses.

NOTED: that the proposal was intended to replace current HNC/Ds.

AGREED: (i) that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the evaluation panel being met that the courses be approved for a period of 4 years (intakes 2002-2005) for a cohort of 15 students at each Institute/College (full-time subject to DEL approval);  
(ii) that the Institutes/College be recognised under Ordinance 1984/8: Recognition of Institutions.

02.163 Foundation Degree in Timber Technology and Management at East Down Institute of Further and Higher Education

RECEIVED: the evaluation report for the course.

NOTED: that the course would not now be starting until 2003/04.

- AGREED:
- (i) that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the evaluation panel being met, the course be approved for a cohort of 16 part-time and 18 full-time for a period of four years (intakes 2002-05) (full-time from 2003 subject to DEL approval);
  - (ii) the Institute be recognised under Ordinance 1984/8: Recognition of Institutions.

02.164 Postgraduate Certificate in Architectural Conservation

RECEIVED: the evaluation report for the course.

NOTED: that it was proposed that external staff would be appointed as visiting lecturers and included in the Course Committee.

- AGREED:
- (i) that it be recommended to the Teaching and Learning Committee that the course be approved for a period of four years (intakes 2002-2005);
  - (ii) that the Faculty clarify the intended role of the external participants in the Course Committee, in order to determine whether they should be part-time lecturers or recognised teachers, as visiting lecturers were not normally members of a Course Committee.

**FACULTY OF INFORMATICS**

02.165 Proposed BSc Hons Interactive Multimedia Design at Hong Kong College of Technology

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

- NOTED:
- (a) that the course was already offered at Jordanstown;
  - (b) that some students would enrol on the course with advanced standing, having already successfully completed the Higher Diploma in Multimedia Design and Technology at Hong Kong Polytechnic University;
  - (c) that students would need to have met the University's requirement for English Language, and that this should be included in the regulations;

- (d) that the Faculty proposed that the validation date should be 17 or 18 February 2003, in view of the Hong Kong College of Technology's need to meet the HK Council for Academic Accreditation deadline for 2003 start.

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 2003.

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

02.166 PGDip/MSc in Careers Guidance (PT) (ME)

RECEIVED: the evaluation report for the course.

AGREED: that it be recommended to the Teaching and Learning Committee that, subject to the conditions of the evaluation panel being met the course be approved for a period of four years (intakes 2002-2005).

02.167 Associate Bachelor's Degree in Sports Studies at North Down and Ards Institute of Further and Higher Education

RECEIVED: the evaluation report for the course.

NOTED: that the proposal had not been approved and would be re-submitted for validation in January 2003 with a view to February 2003 start.

### **FACULTY OF SOCIAL SCIENCES**

02.168 DipHE Early Years Practice (PT) at East Down Institute of Further and Higher Education

RECEIVED: the evaluation report for the course.

NOTED: that the Course Planning Committee had been asked to submit a revised Course Document by the end of November 2002 for consideration by Panel members, with a view to the course commencing in February 2003. A report would be made to the next meeting.

02.169 BA/BSc Hons Combined Studies (JN/ME/NEIFHE and other Outcentres)  
PGDip/MSc Social Administration and Policy

NOTED: that the courses had been withdrawn from 2002 intake.

02.170 STATEMENT OF EVALUATIONS CONDUCTED DURING 2002/03

The Sub-Committee received the final statement of evaluations conducted during 2002/03 (CASC/02/41).

It was noted that three of the proposals had not been approved and that a number of courses were currently running although the final document had not yet been approved by the Chairman of the evaluation panel. Members also noted that the majority of courses validated late had been unable to recruit a sufficient number of applicants for a September 2002 start.

DURATION: 1 hour 15 mins

AGF/HD/kmcc/CASCMinutes/14.11.02