

UNIVERSITY OF ULSTER

ACADEMIC PLANNING ADVISORY GROUP

Minutes of the meeting held on 3 September 2020 by Skype

PRESENT

Professor B Murphy (Chair), Mr C Cregan (for Mrs J Peden), Mr A G Faulkner, Ms R McCart, Mrs C McCarthy, Mr S McFarland, Mr B McGrotty (for Dr S Crothers), Mrs A Scanlon, Professor P Seawright

IN ATTENDANCE

Mrs A Garland (Secretariat), Professor R Fee and Dr B Skinner (Min 20.105), Professor M Keenan, Dr B Gardiner and Dr J Harkin (Mins 20.106 – 20.108), Mr I Jack (Mins 20.109, 20.112 – 20.114), Ms O Carson and Ms U Chaney (Min 20.110), Dr D Goode (Min 20.111), Professor H Farley (Mins 20.117 – 20.121), Dr S Moffett (Min 20.120)

APOLOGIES: Mr R Cullen, Dr S Crothers, Mrs J Peden, Professor A McKillop (Life and Health Sciences business)

The Chair welcomed Prof Seawright to his first meeting.

20.95 MINUTES

The minutes of the meeting of the Academic Planning Advisory Group held on 20 May 2020 were confirmed as an accurate record of the meeting.

MATTERS ARISING

20.96 BSc Hons Computer Science (FT) (ME) (Mins 20.74, 20.44, 20.25)

At its meeting on 23 January 2020, the Advisory Group had agreed that it be recommended to the Academic Standards and Quality Enhancement Committee that a proposal to add an Integrated Foundation Year (IFY) in the full-time mode of BSc Hons Computer Science at the Magee campus from 2020/21 be approved, subject to confirmation from the external examiner that the modules were appropriate. It was noted that confirmation had now been received.

20.97 Proposed Pathway to HE in Health (FT/PT) at McTimoney College Proposed Master's in Chiropractic (MChiro Hons) (FT/PT) at McTimoney College Proposed MSc Chiropractic (Paediatrics) (PT) at McTimoney College Proposed Graduate Certificate in Animal Therapy (PT) at McTimoney College Proposed MSc Animal Manipulation (Chiropractic) / MSc Animal Manipulation (Osteopathy) (PT) at McTimoney College (Mins 20.76, 20.58)

It was noted that the Faculty had confirmed that 'College of Health' was the legal name of the organisation to be recognised under Ordinance XXVIII.

20.98 BSc Hons Business Studies at City College, Doha (Mins 20.78, 20.62)

At its meeting on 26 March 2020, the Advisory Group had agreed that it be recommended to the Academic Standards and Quality Enhancement Committee that the proposal to offer Levels 4 and 5 of the programme at City College, Doha, in full-time and part-time modes from September 2020, be approved without evaluation, subject to submission of required documentation (Faculty Assessment, supplementary External Assessment, an overview of the changes since May 2019, a review and documentation of additional staffing and other resources at City College available to support the provision). It was noted that the required documentation had now been received and the proposal had been authorised.

20.99 MSc Advanced Nursing Practice (Min 20.89)

At its meeting on 20 May 2020, the Advisory Group had agreed that it be recommended to the Academic Standards and Quality Enhancement Committee that the proposal to add a new named pathway (Mental Health through the Lifespan) to MSc Advanced Nursing Practice from 2020/21 be approved, subject to external approval of the new modules and the proposal being reviewed by the Academic Office. It was noted that the revised programme and new modules had been submitted to the Academic Office for review and returned to the Faculty for revision and submission of external confirmation of approval of the new pathway and modules.

20.100 Postgraduate Certificate in International Business (Min 20.91)

It was noted that confirmation of external examiner support for the full-time mode of the programme by distance learning from 2020/21 had now been received.

CHAIR'S COMMUNICATIONS

20.101 Resourcing Plans for Programmes undergoing Revalidation (Mins 20.79, 20.46, 20.16)

At the previous meeting of the Advisory Group in May, the Chair had reported that a dashboard comprising information on financial matters, student history, recruitment and quality enhancement statistics would be developed. Professor Murphy advised that this information would be used to inform course teams preparing for revalidations and would not be made available to external panel members. The Advisory Group was informed that Dr Crothers was preparing a paper on the dashboard and that this would be circulated to members prior to the next meeting in November 2020.

20.102 DfE Short-Term Skills Intervention

The Chair reported that the Department for the Economy was providing funding for online courses to protect businesses by upskilling and retraining those whose jobs had been affected by the COVID-19 pandemic. In the first round of funding, the University had been successful in obtaining funding to offer four programmes:

- PgCert Business Analysis and Consulting;
- PgCert Professional Development (Enabling Business Recovery);
- PgCert Professional Software Development (Data Science);
- PgCert in Artificial Intelligence.

All programmes had now commenced and were required to be completed by 30 November 2020.

The Chair reported that a second round of DfE funding was now available and that the University was submitting a bid for funding for further programmes which would start in October and were required to be completed by March 2021:

- PgCert Advanced Composites and Polymers;
- PgCert Energy Storage and Green Technology;
- PgCert Biomedical Engineering;
- PgCert Professional Development Upskilling: Programming and Cloud Computing Modules;
- PgCert Professional Development Upskilling: Artificial Intelligence Modules;

- GradCert Molecular and Pharmaceutical Analysis;
- PgCert Molecular and Pharmaceutical Analysis;
- PgCert Pharmaceutical Analysis;

- PgCert Understanding International Business;
- AdvCert Management Practice (Transformation Management in a Digital World);

- PgCert Professional Development Upskilling: Counselling Modules;

- PgCert Graduate Leadership;
- DPP Business Navigator.

It was noted that the Business Navigator provision could be funded through another route.

It was further noted that:

- the standard University fee rate for postgraduate provision plus a 5% supplement was being used for the costing of these programmes;
- a fact sheet for Faculties was being compiled by Strategic Marketing to outline the information required for recruitment activities;
- course codes would be issued by Planning as soon as funding was released, which might be before the proposals were submitted in CMS, but Faculties were still required to meet normal quality assurance expectations, with external supplementary assessment where proposals derived from existing provision, and subsequent review by the Academic Office and authorisation;
- from Round 1 a proposal had not yet been submitted in CMS for PgCert Professional Development (Enabling Business Recovery); proposals had been submitted and reviewed by the Academic Office for PgCert Professional Software Development (Data Science) and PgCert Artificial Intelligence; these had been returned to the Faculty for revision and had not yet been resubmitted; the PgCert Business Analysis and Consulting had been evaluated and approved in 2019/20 as campus-based provision.

20.103 Pricing Governance

The Chair reported that responsibility for Pricing Governance had been transferred from Marketing and Communications to Academic Business Development.

It was noted that:

- fees for RoI entrants from 2021/22 would be the same as NI rates and that this was underpinned by the Common Travel Area Memorandum of Understanding;
- fees for non-RoI EU entrants from 2021/22 would be set at GB rates;
- part-time undergraduate fees were being brought into line pro rata with the full-time fee rates; part-time fees would rise by 60% in 2020 and by a further 30% in 2021;
- part-time students were now eligible for fees loans and grants;
- a 10% Widening Participation discount would apply for part-time undergraduate provision;
- part-time students should be informed of the change to the fee rate and made aware of available grants and loans.

20.104 Global Online Education

The Chair reported that the University had formally appointed Pearson Education as its partner in Global Online Education. Programmes would be selected from each Faculty for this initiative. Awareness-raising meetings had already taken place within the Faculty of Life and Health Sciences and the remaining Faculties would be engaged before Christmas.

COURSE PLANNING

FACULTY OF ARTS, HUMANITIES AND SOCIAL SCIENCES (APAG/20/26)

20.105 Proposed BSc Hons Education, Technology and Innovation (FT/PT) (CE) (APAG/20/26a)

The Advisory Group considered a proposal and resourcing plan to introduce BSc Hons Education, Technology and Innovation in full-time and part-time modes at the Coleraine campus from September 2021. It noted that:

- the programme, which consisted of eleven new and four existing modules, was not aimed at those wishing to teach in a primary or post primary classroom setting, but at those interested in education, technology for education, and teaching and learning innovation in its broadest sense;
- the sector was seeing a growth in teaching and training roles other than the traditional Qualified Teacher Status (QTS) role; this was likely to continue, particularly in the area of digital learning and teaching, owing to the impact of COVID-19 on education, with potential employment pathways, *inter alia*, in positions as Education Welfare Officers, Essential Skills Tutors, On-line Tutors, Learning Support Officers or Learning Designers;
- the programme would not compete with the undergraduate BEd or PGCE programmes currently offered in Northern Ireland;
- a focus group had been established to discuss the proposal; feedback from this group had been positive but concern had been raised that parents might be less receptive as it excluded students from the traditional primary and post-primary teaching routes; it would be necessary to convey to careers teachers the nature of the programme and the range of potential careers in education outside of primary and secondary school teaching;
- there were no additional resource requirements;
- any new library stock could be accommodated within the School's existing budget.

Professor Seawright was of the view that the title did not clearly communicate the nature of the programme and recommended that it be revisited. He also stated that the number of students in the resourcing plan was modest, resulting in the programme running at a deficit initially, and that the Faculty would aim for an intake of 20 – 25 students, rather than the proposed 15. As the resourcing plan showed a deficit in the first two years, the Chair noted that it required sign-off by the Executive Dean. Professor Fee advised that the teaching capacity already existed within the School and that the MaSN for the programme would be taken from existing MaSN where demand had incrementally fallen.

AGREED that:

- (i) it be recommended to the Academic Standards and Quality Enhancement Committee that the proposal be approved to proceed to planning and evaluation for a September 2021 start, subject to the resourcing plan being signed off by the Executive Dean and confirmation of the revised title;
- (ii) the School liaise with Marketing and Communications to review the proposed title.

[Secretary's Note: the resourcing plan has now been signed by the Executive Dean and the title of the programme has been revised to BSc Hons Education with Digital Learning.]

FACULTY OF COMPUTING, ENGINEERING AND THE BUILT ENVIRONMENT
(APAG/20/22)

20.106 MSc Smart Manufacturing Systems (APAG/20/22b)

The Advisory Group considered a proposal to introduce a 240-credit point Applied Research pathway in the full-time mode of the programme from 2021/22. It noted that:

- the proposal was to introduce a specialism to facilitate an extended Master's whereby students could opt to undertake a longer dissertation module instead of the traditional 60-credit point dissertation;
- students would take 120 taught credit points during Semester 1 and 2, followed by a break in Semester 3; Year 2 consisted of the 120-credit point dissertation module;
- such proposals had been approved for MSc Data Science (min 19.124 refers), MSc Artificial Intelligence, MSc Internet of Things, MSc Civil and Infrastructure Engineering, MSc Energy Storage, MSc Fire Safety Engineering and MSc Real Estate (min 19.154 refers);
- international students were required to choose this route at the time of applying for their visa to ensure their initial visa covered two years of study;
- the MSc Data Science (Applied Research) had been successful in recruiting international students;
- no information regarding proposed student numbers had been provided, but the Faculty anticipated that initially the additional workload could be managed within existing School resource plans.

AGREED that it be recommended to the Academic Standards and Quality Enhancement Committee that the proposal be approved for 2021/22 entrants.

20.107 MSc Professional Software Development (Data Science) (FT/PT) (ME) (APAG/20/22c)

The Advisory Group considered a proposal to introduce a new named specialism in 'Data Science' within MSc Professional Software Development from 2020/21. It noted that:

- this was a conversion course which fitted with the current economic agenda and its hybrid nature was a unique selling point;
- the specialism was offered by choosing a pathway of two 20-credit point modules (one in Semester 1 and one in Semester 2), and comprised of six 20-credit point taught modules and a research project module;
- two of the modules existed on the MSc Data Science programme;
- the School had been successful in a bid for DfE funding to offer a Postgraduate Certificate in Professional Software Development (Data Science) (min 20.102 refers); this programme had recruited 120 students, some of whom would progress to the proposed MSc;
- the addition of the specialism in Data Science was supported by Global Engagement;
- no additional library resources were required;
- the external examiner's confirmation of approval appeared to relate to the proposed Postgraduate Certificate programme.

AGREED that a recommendation to the Academic Standards and Quality Enhancement Committee be subject to confirmation of external examiner endorsement.

[Secretary's Note: confirmation of external approval has subsequently been received. Chair's action has been taken to recommend to the Academic Standards and Quality Enhancement Committee that the proposal be approved from 2020/21.]

20.108 Programme Suspensions

It was noted that intake to the following programmes had been suspended:

No intake 2020/21

FdSc Construction Engineering with Surveying (FT) at Southern Regional College (Portadown);

BSc Hons Computing Systems (PT) at South West College (Enniskillen) (Outcentre).

FACULTY OF LIFE AND HEALTH SCIENCES (APAG/20/23)

20.109 Proposed MSc Advanced Pharmacy Practice (PT) (DL) (APAG/20/23a)

The Advisory Group considered a proposal and resourcing plan to offer MSc Advanced Pharmacy Practice in part-time mode by distance learning from September 2021 and a case for non-standard entry criteria. It noted that:

- the training associated with the Royal Pharmaceutical Society's (RPS) Advanced Pharmacy Framework (APF) was currently delivered by the Northern Ireland Centre for Pharmacy Learning and Development (NICPLD) in conjunction with Queen's University Belfast (QUB) in an MSc Advanced Pharmacy Practice (with Independent Prescribing) programme;
- the School of Pharmacy had been approached by the NICPLD to offer an MSc qualification for students who had completed Foundation Stage II (with

Independent Prescribing) [Postgraduate Diploma element of MSc Advanced Pharmacy Practice (with Independent Prescribing)] of the Pharmacy Workforce Development Framework (NI);

- the MSc Advanced Pharmacy Practice (with Independent Prescribing) was currently delivered by the NICPLD, except for the research proposal and research project modules which were delivered by staff at QUB; this programme was only available to hospital pharmacists and had a maximum cohort size of 40 students; community pharmacists and practice-based pharmacists could not therefore access the MSc Advanced Pharmacy Practice at QUB; the proposed programme was intended to offer an MSc 'top-up' qualification for these pharmacists who had completed the Postgraduate Diploma programme with NICPLD but could not progress;
- 120 credit points of the proposed Master's degree was already offered by NICPLD within the QUB MSc;
- the programme would not be accredited but aligned to the Royal Pharmaceutical Society Advanced Pharmacy Framework;
- no additional resources were required;
- the premium rate fee would apply for UK/GB/EU students, but there would be a reduced rate for international students; authorisation of the non-standard fee was required from the Executive Dean;
- a signed DLRA had been received;
- a positive external assessor report had been received;
- confirmation had been received from the Library that the programme could be supported within the existing School library book budget.

Mr Faulkner advised that, as the University did not offer 'top-up' degrees, either a full Master's programme comprising 180 credit points should be presented or a specialism developed within an existing MSc, with admission with advanced standing for applicants who could be exempted from a Postgraduate Diploma stage. The Chair reported that he had discussed this proposal with the Executive Dean prior to the meeting and that the Faculty now wished to present the proposal as a specialism within the existing MSc Pharmacy Management and admit students with advanced standing. As entry would be through Accreditation of Prior Learning, the case for non-standard entry criteria was no longer needed.

AGREED that:

- (i) no recommendation be made to the Academic Standards and Quality Enhancement Committee at this time;
- (ii) the proposal be revised and presented as a new specialism within the existing MSc Pharmacy Management programme, using the CA3 form instead of the CA1;
- (iii) the non-standard fee required formal approval by the Executive Dean.

20.110 BSc Hons, PgCert/PgDip/MSc Applied Health Studies (APAG/20/23b)

The Advisory Group considered a proposal to revise the title of the generic pathway to 'Developing Practice' from 2020/21. It noted that:

- the Faculty wished to give the generic pathway a more meaningful title for prospective students and clearer cohort identity; this was not a new pathway, but it had previously not had a title;
- the pathway's new title had been proposed at revalidation in July 2020;
- the pathway would be identified on the parchment;

- no additional library resources were required;
- the Faculty hoped the new title would make the pathway more appealing to international students; the School would liaise with Global Engagement regarding the international market.

AGREED that it be recommended to the Academic Standards and Quality Enhancement Committee that the revised title of 'Developing Practice' for the generic pathway be approved from 2020/21.

20.111 BSc Hons, PgDip Specialist Nursing (with Pathways) (APAG/20/23c)

The Advisory Group considered a proposal to revise the title of the Nurse Practitioner pathway to 'Specialist Nursing (Adult)' from 2020/21. It noted that:

- Specialist Nursing was offered at Levels 6 and 7; the proposal to change the Nurse Practitioner Pathway within the BSc Hons and the PgDip was to avoid confusion of terms and levels of nursing practice assessment with the new MSc Advanced Nursing Practice;
- the new title would be clearer for marketing purposes;
- external examiner support had been obtained and students were supportive of the pathway name change.

AGREED that it be recommended to the Academic Standards and Quality Enhancement Committee that the new pathway title of 'Specialist Nursing (Adult)' be approved from 2020/21.

20.112 MSc Endodontics (FT)

MSc Advanced Clinical Periodontics (FT)

MSc Advanced Clinical Restorative and Aesthetic Dentistry (FT)

MSc Advanced General Dental Practice (FT)

MSc Oral Surgery (FT)

MSc Oral Implantology (FT)

MSc Orthodontics (FT)

MSc Clinical and Diagnostic Oral Sciences (FT)

MSc Advanced Clinical and Diagnostic Oral Sciences (FT) (APAG/20/23d)

The Advisory Group considered a proposal for a change of location of nine Dentistry programmes from the College of Dentistry outcentre in Birmingham to the Coleraine campus for 2020/21. It noted that:

- the University had not yet been able to secure the UKVI licence required for Tier 4 visa students to attend the full-time programmes approved for delivery at the College in Birmingham;
- the programmes had been approved for the School of Pharmacy and Pharmaceutical Sciences through an outcentre agreement in 2019;
- to avoid losing another year of international students, the Faculty proposed to offer these programmes on the Coleraine campus in 2020/21; changes had been made for the first academic year only; if the Tier 4 licence was still not in place by April 2021, further revisions would be made at that time;
- under normal circumstances, the proposal was for students to attend three months of theoretical teaching at Coleraine, then undertake a three-month clinical placement at the College in Birmingham, take a further three months of theoretical teaching at Coleraine and finish the academic year with a final three

months of clinical placement in Birmingham; this approach had been approved by the Compliance Team as meeting UKVI requirements;

- the requirement for students to travel between Coleraine and Birmingham during 2020/21 had been clearly communicated to students in the Letter of Offer; associated travel and accommodation were the responsibility of the student;
- owing to COVID-19 restrictions, the initial three months of theory would now be online teaching based at Coleraine; the Faculty confirmed that students would not attend the Coleraine campus in Semester 1 but the expectation of clinical placement in Birmingham remained;
- there were no additional resource implications and the Associate Dean (Education) had confirmed that any additional costs would be met by the College;
- external examiner support had been obtained.

Mrs McCarthy advised that clarity was needed around the sponsorship and visa requirements of these students as they would not be physically present on the Coleraine campus for, at least, the initial three months. She also highlighted the need to be clear on the arrangements in providing information to students to ensure compliance with obligations under consumer protection law. It was noted that the Faculty had proposed a September 2020 intake but that the CAS deadline had now passed for a September intake.

Mr Jack informed the Advisory Group that a Faculty meeting, involving the Executive Dean and Ms Armour, Compliance Manager, would take place that afternoon to discuss a range of matters.

The Chair noted that the CA3 form referred to the 'College of Medicine and Dentistry' and was concerned about the implications for a previous decision in regard to clear separation from the University's Medical School at Magee.

[Secretary's note: the CA1 form received in March 2019 (min 19.57 refers), the evaluation report and the legal agreement signed between the College and the Faculty referred to 'College of Dentistry'.]

AGREED that:

- (i) while the proposal to relocate the programmes to the Coleraine campus was in order for normal circumstances when students would attend on campus, no recommendation be made to the Academic Standards and Quality Enhancement Committee until further clarity was received following the Faculty meeting regarding the actual physical presence of students at Coleraine in 2020/21, transparency of information to students, and UKVI compliance and CAS issues;
- (ii) the Faculty be asked to clarify the name of the College.

20.113 MSc Clinical Restorative and Aesthetic Dentistry (APAG/20/23d)

The Advisory Group also noted the correction of the course title for MSc Clinical Restorative and Aesthetic Dentistry. This had previously been incorrectly listed as 'Clinical Restorative Dentistry' but had now been changed in CMS.

20.114 MSc Pharmaceutical Sciences (APAG/20/23e)

The Advisory Group considered a report confirming the Faculty's intention to continue to offer MSc Pharmaceutical Sciences in full-time mode by distance learning and to introduce the full-time mode at the Coleraine campus for 2020/21. It noted that:

- at revalidation in March 2020, it had been proposed that the full-time distance learning MSc be moved to on-campus, full-time provision, to be delivered alongside the part-time, distance learning provision; this proposal had been considered by the Advisory Group in March 2020 when it was agreed that the proposal be approved but that, on account of the current pandemic, the distance learning mode not be formally withdrawn (min 20.59 refers);
- at its meeting in May 2020, the Advisory Group had noted that the Faculty had advised that the introduction of the full-time, on-campus mode would be postponed until September 2021 (min 20.77 refers);
- the Faculty was now proposing that the programme be offered in full-time mode by distance learning and on-campus for 2020/21 as there had been interest received from international applicants for the on-campus provision in 2020/21;
- the full-time mode would be offered on-campus only from 2021/22.

AGREED that it be recommended to the Academic Standards and Quality Enhancement Committee that the proposal to retain MSc Pharmaceutical Sciences in full-time mode by distance learning for 2020/21 only and to introduce the full-time mode at the Coleraine campus from 2020/21 be approved.

20.115 Postgraduate Certificate in Theory of Independent Prescribing for Optometrists (APAG/20/23f)

It was noted that Chair's action had been taken on behalf of the Advisory Group and on behalf of the Academic Standards and Quality Enhancement Committee to approve a proposal for a Semester 3 intake to the Postgraduate Certificate in Theory for Independent Prescribing for Optometrists from 2019/20. The Advisory Group noted that the Faculty had been approached by a commercial group of optometrists wishing to upskill its workforce.

AGREED that Chair's action be endorsed.

20.116 Programme Withdrawals

It was noted that the following programme had been withdrawn:

Last intake 2017/28

MSc Physical Activity and Public Health (FT/PT) (JN).

ULSTER UNIVERSITY BUSINESS SCHOOL (APAG/20/24)

20.117 MSc Management and Corporate Governance (FT/PT) (JN and Marino Institute, Dublin) (APAG/20/24a)

The Advisory Group considered a proposal for a higher entry requirement of IELTS 7.0 (with no band score less than 6.0), instead of the University's standard entry requirement of IELTS 6.0, for MSc Management and Corporate Governance. It noted that:

- at revalidation in 2015, the higher entry requirement had been approved; the programme had been revalidated again in February 2020;
- the higher IELTS score of 7.0 was a requirement of The Chartered Governance Institute.

AGREED that it be recommended to the Academic Standards and Quality Enhancement Committee that the proposal for a higher entry requirement of IELTS 7.0 be approved.

20.118 Postgraduate Certificate in Global Capital Markets (Financial Risk Management) (APAG/20/24b)

It was noted that Chair's action had been taken on behalf of the Advisory Group and on behalf of the Academic Standards and Quality Enhancement Committee to approve a proposal to offer the Postgraduate Certificate in Global Capital Markets (Financial Risk Management) fully online from September 2020. The Advisory Group noted that:

- the programme would continue to be offered at Jordanstown and ITT, Dublin also;
- external examiner support had been obtained;
- a signed DLRA had been received.

AGREED that Chair's action be endorsed.

20.119 MSc International Event Management (APAG/20/24c)

It was noted that Chair's action had been taken on behalf of the Advisory Group and on behalf of the Academic Standards and Quality Enhancement Committee to approve a proposal to introduce an optional Advanced Practice pathway in the full-time mode of MSc International Event Management from 2020/21.

The Advisory Group noted that the Advanced Practice pathway had also been introduced in MSc International Tourism and Hospitality Management at revalidation in February 2020.

AGREED that Chair's action be endorsed.

20.120 Undergraduate Honours Subject: Business Studies with Specialisms (Single Hons/Major) (ME) (APAG/20/24d)

The Advisory Group considered a proposal to remove the reference to 'Studies' from the title of the Single Honours and Major provision from 2020/21. It noted that:

- the title of the Minor provision had always been without 'Studies';
- the aims and objectives of the provision remained unchanged;
- the Faculty's rationale for the proposal was to align with subject benchmarks which referred to 'Business and Management' with no reference to 'Studies';
- consultation with employers, students and careers teachers had indicated that the reference to 'Studies' in the title was considered dated and suggested a programme with little focus on employability;
- the proposal followed a trend in the sector;
- external examiner support had been obtained;
- the change would apply to existing and new students who had been consulted through module feedback and open day events;

- the new title would differentiate the Magee provision from the Business Studies provision at Jordanstown.

Mr Faulkner highlighted the need for the School to liaise closely with Student Administration to ensure all cohorts were transferred to the new title.

AGREED:

- that it be recommended to the Academic Standards and Quality Enhancement Committee that the proposal be approved;
- that the School liaise with Student Administration regarding the transfer of students to the new title.

20.121 Programme Withdrawals

It was noted that the following programme had been withdrawn:

Last intake 2019/20

FdSc Financial Services Management (FT/PT) at South West College (Omagh).

20.122 ADMISSIONS POLICY AND QUALIFICATIONS EQUIVALENCE ADVISORY GROUP

The Advisory Group received a report on the Terms of Reference of the Qualifications Equivalence Advisory Group (QEAG), its membership, modus operandi and governance (APAG/20/27), and the minutes of the last meeting of QEAG held on 18 November 2019 (APAG/20/28). It noted that:

- QEAG had been set up in 2018/19 with a remit to advise on the suitability of non-standard qualifications for admission and had met five times but had not yet been formally integrated into the University's reporting structures;
- the membership comprised Admissions staff, Faculty Partnership Managers, and a member of staff from the Centre for English Language Teaching;
- a SharePoint site was being created to include all qualifications which had been approved and webpages were being updated to show qualifications accepted by the University;
- the Terms of Reference and membership appeared to be out of date; the reference to ASQEC at point 3 should be changed to APAG; the list of Faculty Partnership Managers required updating.

AGREED that:

- the Terms of Reference be revised to reflect its reporting route through APAG;
- the membership be updated and extended to include a representative from Global Engagement as advised by Mr P Quinn;
- in future reports, rather than full minutes, and recommendations of QEAG be made to APAG in a timely manner;
- a summary report of recommendations agreed by QEAG to date be provided for approval at the next meeting of the Academic Standards and Quality Enhancement Committee in October;
- a summary report of activity since November 2019 be provided for the next meeting of APAG in November.

Duration: 2 hours 5 minutes

AG/AGF 8.9.20