

## ACADEMIC STANDARDS AND QUALITY ENHANCEMENT COMMITTEE

13 March 2019

Agenda Item 4.1

## REPORT FROM THE ACADEMIC PLANNING ADVISORY GROUP (24.1.19)

## COVER SHEET

Action is required of the Committee as indicated below

<u>Item</u>	<u>Topic</u>	<u>Action</u>
1	Terms of Reference	To approve the revision to Terms of Reference.
2	Policy on Minimum and Maximum Cohort Sizes	To note.
3	Course Planning	To approve recommendations.  To note Chair's action in relation to: <ul style="list-style-type: none"><li>- MSc Data Science</li><li>- BSc Hons &amp; PgDip Specialist Community Public Health Nursing</li><li>- MBA (PT) (Executive version).</li></ul>
4	Enrolments on New Programmes validated in 2017/18	To note.
5	Programme Withdrawals	To note.

UNIVERSITY OF ULSTER

ACADEMIC STANDARDS AND QUALITY ENHANCEMENT COMMITTEE

REPORT FROM THE ACADEMIC PLANNING ADVISORY GROUP (24.1.19)

PRESENT

Professor B P Murphy (Chair), Professor P Bartholomew, Dr S Crothers, Professor M Durkin, Mr A G Faulkner, Mrs C McCarthy, Mrs R McEvoy, Mr D McGivern, Mr S Mottershead, Mrs J Peden, Mrs E Thompson

## 1 TERMS OF REFERENCE

The Advisory Group received the outline of a revised procedure to streamline the approval of new outcentres, approved by the Academic Standards and Quality Enhancement Committee (ASQEC) at its meeting on 30 November 2018 (Min 18.125 refers). It noted that proposals for new outcentres would be considered by the Advisory Group.

RECOMMENDED that the Advisory Group's Terms of Reference (2) be revised to read: "To note programme withdrawals and consider proposed revisions to programmes affecting the Academic Plan [course title, location, ADD including outcentre, mode of delivery or attendance] or with implications for central resources, and to make recommendations as appropriate."

## 2 POLICY ON MINIMUM AND MAXIMUM COHORT SIZES

Professor Murphy reported that the revised wording of the Policy for external provision had now been approved by Professor Bartholomew (Min 18.112 refers). It was also confirmed that a minimum cohort size of 15 for full-time and part-time combined was acceptable where full-time and part-time students were taught together. Where full-time and part-time students were taught separately, a minimum of 15 students applied to each mode.

## 3 COURSE PLANNING

FACULTY OF ARTS, HUMANITIES AND SOCIAL SCIENCES

Proposed LLM Employment Law and Practice (FT/PT) (BT)

The Advisory Group considered a proposal and business case to offer LLM Employment Law and Practice in full-time and part-time modes at the Belfast campus (with three optional modules at Jordanstown) from September 2019. It noted that:

- the course was an extension of the Postgraduate Certificate in Employment Law and Practice and was the first of its kind in the UK and Ireland;
- students would be taught on existing modules with cohorts from current courses; no additional resources were required;
- this was a premium fee course.

RECOMMENDED: that the proposal be approved, without evaluation for a September 2019 start.

#### Proposed MSc Games Design (FT) (BT/DL)

The Advisory Group noted that the Faculty had now confirmed that the Master's proposal would not be withdrawn and would proceed to evaluation in 2018/19 as originally proposed, but as MA and not MSc, and that a proposal would also be submitted for an undergraduate course for evaluation in 2019/20. [Withdrawal noted by ASQEC 30.11.18 Appendix 1.]

#### FACULTY OF COMPUTING, ENGINEERING AND THE BUILT ENVIRONMENT

#### Access Diploma in Computing, Business and Multimedia (FT/PT) at Belfast Metropolitan College (Millfield campus)

The Advisory Group considered a proposal to change the title of the programme to Access Diploma in Computing for the Economy from September 2019. It noted that:

- new modules would be introduced at revalidation, resulting in a move away from the three themes of the existing course;
- external examiner support had been obtained.

RECOMMENDED that the new title be approved from September 2019, subject to the revalidation panel's endorsement.

Note: the proposed new title was approved by the revalidation panel on 27 February 2019.

#### MSc Data Science

The Advisory Group noted that Chair's action had been taken on behalf of the Advisory Group and the Academic Standards and Quality Enhancement Committee to approve a proposal to introduce a January intake to the programme at the Magee campus from 2019. It noted that:

- MSc Data Science had been identified by Global Engagement as an area of strong market potential for international students;
- no taught modules were delivered in semester 3;
- the Faculty had confirmed an intake of two students for January 2019.

AGREED that Chair's action be endorsed.

#### MSc Energy Storage

The Advisory Group noted that the proposed distance learning mode had not been approved by the evaluation panel on 31 October 2018.

## FACULTY OF LIFE AND HEALTH SCIENCES

### BSc Hons and MSc Stratified Medicine

The Advisory Group noted that proposals to introduce a January intake to the MSc programme from January 2019 and to change the title of the BSc Hons and MSc to 'Personalised Medicine' had been approved by the revalidation panel on 16 November 2018.

### BSc Hons Biomedical Science (with DPP Pathology) (new title, Applied Biomedical Science)

The Advisory Group noted that the Faculty had decided to continue with the old title for the 2019 intake as the course was currently advertised in the online prospectus and in UCAS and had processed applications as such.

### Postgraduate Certificate of Professional Development Framework

The Advisory Group considered, under the revised process for approval of outcentres, a proposal to offer two Psychology modules within the Postgraduate Certificate of Professional Development framework, at a new outcentre in Abu Dhabi from 2018/19. It noted that:

- the new modules would be delivered as part of a contract with Abu Dhabi civil service, in particular the emergency services;
- the modules, which would be solely taught by University staff, would initially be delivered in a hotel; the physical resources had been inspected and the Faculty had confirmed that they were fit for purpose;
- no reputational risks had been identified for the University;
- none of the library resources for module PSY712 were currently available electronically;
- external examiner support had been obtained;
- this was the first University partnership in this country and would therefore require consideration by SLT; a commentary would be provided to SLT as part of the Pro-Vice-Chancellor (Education) report;
- no course costings had been provided.

#### AGREED:

- (i) that the proposal to offer two Psychology modules at a new outcentre in Abu Dhabi from 2018/19 be approved, subject to approval by SLT [Note: this was approved by SLT at its meeting on 4 February 2019];
- (ii) that TNE implications be considered;
- (iii) that the financial arrangements be set out in the Memorandum of Understanding;
- (iv) that a copy of the signed Memorandum of Understanding be forwarded to the Academic Office.

RECOMMENDED that the proposal to offer two Psychology modules at a new outcentre in Abu Dhabi from 2018/19 be approved.

## BSc Hons and PgDip Specialist Community Public Health Nursing

It was noted that Chair's action had been taken on behalf of the Advisory Group and the Academic Standards and Quality Enhancement Committee to approve a January 2019 intake to the full-time mode of the provision. The Advisory Group noted that:

- the January intake, for which 19 students were to enrol, had been commissioned by the Department of Health due to a shortage of Health Visitors in Northern Ireland;
- external examiner support had been obtained.

AGREED that Chair's action be endorsed.

## Proposed PgCert, PgDip, MSc in Surgery (Orthopaedics) (DL) (FT/PT)

## Proposed PgCert, PgDip, MSc in Dental Disciplines (Endodontics, Oral Surgery, Oral Implantology, Restorative and Aesthetic Dentistry, Periodontics, Orthodontics, Facial Aesthetics, Diagnostic Oral Sciences, Advanced General Dental Practice, Digital Dentistry) at The College of Medicine and Dentistry, Birmingham (Outcentre) (FT/PT/DL)

The Advisory Group received two new course proposals, both to be delivered by Ulster University, with the College of Medicine and Dentistry in Birmingham, England, as an outcentre arrangement from September 2019.

Professor Bartholomew stated that he had not been aware of the PgCert, PgDip and MSc in Surgery (Orthopaedics) proposal and advised that the collaboration should not undermine the University's own Medical School proposal. Professor McKillop therefore proposed to withdraw the Faculty's proposal for the PgCert/PgDip/MSc in Surgery (Orthopaedics) at this point.

The proposal for the PgCert/PgDip/MSc in Dental Disciplines was sponsored by the School of Pharmacy and Pharmaceutical Sciences and featured ten MSc awards. The Faculty reported, and the Pro-Vice Chancellor (Education) confirmed, that significant work had been undertaken to ensure due diligence which had not been captured in the documentation presented.

The Dental Disciplines proposal was discussed as follows.

### i Nature of the Collaboration and Due Diligence

It was noted that:

- the courses had been offered by BPP University who had sold the Faculty of Dentistry to The College of Medicine and Dentistry (the College) in November 2018;
- the College was wholly owned by 352 Medical and it was proposed that the University would form a relationship with the College only and would have no responsibility for the teach-out of BPP's students;
- the University's most appropriate collaborative model for this proposal was that of outcentre, rather than an Affiliate College as the College would rely on Ulster's student administrative systems, UKVI compliance administration and other student support resources.

Professor Bartholomew stated that he was satisfied, from the wide-ranging discussions he had held and evidence he had seen, that there was sufficient assurance in place on the quality

of the dentistry provision and legal and governance matters and he considered that the separation of clinical practice elements from the proposal reduced the level of risk significantly. He therefore proposed that due diligence would be conducted adequately through the Advisory Group, the Academic Standards and Quality Enhancement Committee and Senate.

ii Delivery Location

Professor McKillop advised that the College's physical facilities in Birmingham were excellent and that the College held a seven year lease on buildings and that the bulk of their equipment could be relocated if the lease was not renewed.

iii Staffing

It was noted that:

- it had been proposed that the courses would have a Faculty-based Course Director and would be supported by the Faculty Partnership Manager but that most staff would be recognised teachers of the University or visiting lecturers/professors;
- it was expected that key staff currently teaching the courses for BPP awards would teach the same courses for University awards.

iv Academic Expertise

Professor McKillop acknowledged that the University had little experience in dentistry courses and that the proposal would represent a new academic area for the University but advised that the Faculty had successfully delivered other courses in new academic areas under arrangements similar to those proposed.

v Marketing and UKVI Compliance

Professor McKillop highlighted that the student recruitment data indicated recruitment of domestic and international students.

Ms McCarthy noted that the proposal document had identified international recruitment agents and advised that a site visit would be useful to assess the requirements to support recruitment and UKVI compliance.

vi Admissions

It was noted that:

- arrangements and responsibility for admissions were unclear in the proposal;
- the College did not have its own student administrative system;
- applicants had to be registered practitioners in order to be accepted onto the programme, which was essentially professional CPD.

vii Virtual Learning Environment

Professor Murphy advised that a Digital Learning Resource Agreement (DLRA) should be put in place and that this should take account of the e-platform proposed and clarify if this is stand-alone at the College or Ulster University's system.

viii Student Administration

The Faculty advised that the College did not have its own student administrative system and it was therefore proposed to use the University's system.

ix Library Resources

The Faculty was asked to clarify if the College held its own library resource for dentistry provision and what resource requirements Ulster would need to establish (if any) and if there would be any TNE issues.

x Indicators of Quality and Standards

Professor McKillop reported that the BPP courses had a reputation for good quality provision and that external examiner reports on standards were very favourable. Professor Bartholomew considered that the BPP provision was secure, of high quality and highlighted that it was proposed that the University would have absolutely no involvement with clinical practice provision and that it planned to approve MSc awards rather than MClintDent awards to reflect that. The awards would be part of a suite of CPD activities governed by the General Dental Council (for domestic students) in which students would reflect on practice and prior clinical training.

xi Relationship with Professional Bodies

The Faculty was to clarify proposed relationships with relevant professional bodies.

xii Teaching and Pedagogy

Professor Bartholomew advised that he was satisfied that the BPP courses had operated broadly in alignment with the University's approach to curriculum development and pedagogy.

xiii Financial Viability

Given that many resourcing issues remained to be clarified, the Advisory Group asked that the Faculty present a detailed financial model showing the costs and income for the proposal signed off by the Faculty's management accountant.

xiv Outcentre Entity

There was discussion as to the entity/title that would be attributed to the outcentre and whether it was called 'College of Dentistry' reflecting the provision. Should the full title of the College be proposed, ie College of Medicine and Dentistry, consultation with the University would be needed in order to protect the University's Medical School proposal.

AGREED:

- (i) that the Faculty revise and submit the CA1 for PgCert, PgDip, MSc in Dental Disciplines in the CMS and, in addition, provide a comprehensive overview report on due diligence for the Chair of the Advisory Group, including clarity on items i - xiv above;
- (ii) that the Chair of the Advisory Group, if content that issues were addressed satisfactorily, be authorised to recommend to the Academic Standards and Quality Enhancement Committee that the proposal be approved to proceed to planning and evaluation for a

September 2019 start, and that the due diligence report accompany his recommendation and the CA1 form to ASQEC [to follow].

## ULSTER UNIVERSITY BUSINESS SCHOOL

### Proposed FdSc International Tourism, Hospitality and Events Management (FT/PT) at Belfast Metropolitan College, North West Regional College, South Eastern Regional College, Southern Regional College and South West College (Consortium)

The Advisory Group considered a proposal and business case to offer FdSc International Tourism, Hospitality and Events Management in full-time and part-time (including part-time HLA) modes at five colleges (Consortium) from September 2019. It noted that:

- the proposed new Consortium provision would replace the existing Foundation degrees currently offered by Southern Regional College, South West College and North West Regional College (SALT's Consortium), and separate provision at Belfast Metropolitan College and South Eastern Regional College;
- no additional resources were required.

RECOMMENDED that the proposal be approved to proceed to planning and evaluation for a September 2019 start.

### Proposed BSc Hons Financial Technology (PT) (JN)

The Advisory Group considered a proposal and business case to offer BSc Hons Financial Technology in part-time mode at the Jordanstown campus from September 2019. It noted that:

- the proposal was closely related to the full-time BSc Hons Finance and Investment Management;
- employers had stated that the preferred mode of attendance for the programme was part-time;
- additional staff resources were required.

AGREED that the financial information in the business case be reviewed to better reflect costs.

RECOMMENDED that the proposal be approved to proceed to planning and evaluation for a September 2019 start.

### MSc Management (FT) (JN)

The Advisory Group noted that an optional 'Advanced Practice' named pathway (additional 60 credit points of study) had been added to the full-time mode of MSc Management from 2018/19. This addition followed the model previously approved for such a pathway in MSc International Business, the MBA (non-executive) and MSc Marketing.

### FdSc Business Services Management (FT/PT) at South West College (Dungannon, Enniskillen and Omagh campuses)

The Advisory Group noted that the proposed change in title to 'Business Management', from September 2019, had been approved by the revalidation panel on 15 January 2019.

## Master of Business Administration (PT) (Executive version)

The Advisory Group noted that all of the information requested in relation to the proposals to offer the part-time MBA (Executive version) programme and stand-alone 15-credit point module BMG850 ('mini' MBA) at Axiom, Chicago/New York (Outcentre) had now been received. Chair's action had been taken on behalf of the Advisory Group and the Academic Standards and Quality Enhancement Committee to approve the proposals. The Faculty had subsequently advised that the start date would now be September 2019.

### 4 ENROLMENTS ON NEW PROGRAMMES VALIDATED IN 2017/18

The Advisory Group received a statement of enrolments on new programmes validated or approved without validation in 2017/18 against targets as stated on CA1 or CA2 course proposal forms. It noted that:

- this statement was received by the Advisory Group to help it reflect on the success of faculties in meeting their proposed enrolments for the proposals which it recommended to proceed to evaluation / approved without evaluation;
- performance across the faculties could not be compared as each Faculty had its own unique recruitment drivers.

AGREED that it would be useful for the Advisory Group to receive a statement of enrolments on these programmes in their second year of intake (2019/20) and that this information would be provided by the Department of Strategy, Planning and Performance for the meeting of the Advisory Group in January 2020.

FOR INFORMATION [noted by the Academic Planning Advisory Group]

### 5 PROGRAMME WITHDRAWALS

#### Faculty of Arts, Humanities and Social Sciences

##### Last intake 2015/16

Postgraduate Certificate in Education in Further Education (JN/ME) (PT) - specialist pathways in Sign Language and Essential Skills [**Note: only pathways being withdrawn**];  
Certificate in Teaching (JN/ME) (PT) - specialist pathways in Sign Language and Essential Skills [**Note: only pathways being withdrawn**].

#### Faculty of Life and Health Sciences

##### Last intake 2013/14

BSc Hons Food Management and Marketing (FT/PT) at CAFRE (Loughry College);

##### Last intake 2015/16

FdSc Food Manufacture (FT/PT) at CAFRE (Loughry College);

##### Last intake 2016/17

FdSc Holistic and Integrative Health Therapies (PT) at South West College (Enniskillen);

##### Last intake 2017/18

FdSc Holistic and Integrative Health Therapies (PT) at North West Regional College (Strand Road);  
PgDip/MSc Marine Spatial Planning (DL) (PT).

Ulster University Business School

Last intake 2017/28

Undergraduate Hons Subject: Accountancy Studies (Minor) (JN).

AGF/AG