

UNIVERSITY OF ULSTER

ACADEMIC PLANNING ADVISORY GROUP

Minutes of the meeting held on 10 January 2017 by video-conferencing

PRESENT

Professor R Millar (Chair), Dr S Crothers, Mr A G Faulkner, Professor J Jędrzejewski, Mrs L McClelland, Mr D McGivern, Professor B Murphy, Mrs J Peden, Mrs T Purdy

APOLOGIES

Professor L Maguire

IN ATTENDANCE

Mrs A Garland (Secretariat), Dr C Murphy (Min 17.10), Professor P Carmichael (Mins 17.14 – 17.17), Dr E McGuinness (Min 17.14), Dr R Moreland (Mins 17.15 & 17.17), Mr H Campbell (Min 17.16), Dr M Keenan (Min 17.19), Professor A McKillop (Mins 17.26 & 17.27), Professor J Callan (Min 17.26), Mrs M Sowney (Min 17.27)

17.01 TERMS OF REFERENCE

The Terms of Reference of the Academic Planning Advisory Group (APAG/17/01) were noted. The Group had been constituted in order to maintain continuity through the current phase of institutional development. Recommendations to Senate would be made through the Deputy Vice-Chancellor.

17.02 MINUTES

The confirmed minutes of the meeting of the Academic Planning Sub-Committee held on 10 June 2016 were signed and dated by the Chair.

MATTERS ARISING

17.03 MSc International Business (FT) (ME) and QAHE (Birmingham and London) MSc Marketing (FT) (JN) and QAHE (Birmingham and London) MSc Management (FT) (ME) (APSC Min 16.50)

It was noted that the proposed extended MSc Management programme had not yet been submitted for authorisation in CMS and therefore remained unapproved.

17.04 MSc Applied Behaviour Analysis (PT) (APSC Min 16.53)

It was noted that satisfactory clarification had now been received of issues raised by the Academic Planning Sub-Committee at its meeting in June 2016 in relation to the proposal to offer the programme in Abu Dhabi (outcentre), with effect from 2016/17. The course would be considered as part of the School of Psychology Programme Review and Development process in February 2017.

17.05 BSc Hons Physical Activity, Exercise and Health (FT) (ME) (APSC Min 16.55)

It was noted that the change in title to BSc Hons Sport, Physical Activity and Health, with effect from 2016/17, had been approved by Chair's action on behalf of the Course Approval Sub-Committee.

AGREED that Chair's action be endorsed and the change of title be recommended for approval to Senate.

17.06 MSc Business Improvement (PT) (APSC Min 16.58)

It was noted that the original proposal to offer four modules of the programme at a new outcentre (HSC Leadership Centre, Belfast), with effect from 2016/17, had been changed to three modules. The proposal had been approved by the Academic Planning, Partnerships and International Affairs Committee and Senate.

17.07 BSc Hons Marketing (JN) (APSC Min 16.59)

It was noted that Chair's action (August 2016) had been taken on behalf of the Academic Planning Sub-Committee to approve the introduction of a part-time mode of study, with effect from September 2016.

AGREED that Chair's action be endorsed and the part-time mode of study be recommended for approval to Senate.

17.08 PgDip/MSc Community Youth Work (PT) (APSC Mins 16.02 & 16.63)

It was noted that the proposal to offer the programme at the Magee campus, previously deemed withdrawn by the Academic Planning Sub-Committee, had not yet been re-submitted satisfactorily in the CMS.

COURSE PLANNING

FACULTY OF ARTS, HUMANITIES AND SOCIAL SCIENCES (APAG/17/02)

ART AND DESIGN

17.09 BA Hons Contemporary Applied Arts (Ceramic, Jewellery and Silversmithing)

The Advisory Group noted that Chair's action (August 2016) had been taken to approve the change of course title to BA Hons Ceramics, Jewellery and Silversmithing from 2017/18 (all year groups), subject to confirmation by the revalidation panel which had been given in December 2016.

AGREED that Chair's action be endorsed and the change in title be recommended for approval to Senate.

ARTS

17.10 Proposed MA International Journalism: Hostile Environment Reporting (FT/PT) (CE and DL) (APAG/17/02a)

The Advisory Group received a CA1 proposal and noted that:

- there was unmet demand for postgraduate international journalism education in the UK;
- the programme would be available both on campus (blended learning) and by distance learning;
- the programme comprised a mix of existing and new modules;
- the projected intake of 10 students was for the on-campus provision;
- it was expected that the majority of candidates would be overseas students;
- there was an entry requirement of IELTS 7.0 which was consistent with other Journalism provision;
- the six-week placement was only compulsory for full-time students;
- an additional FTE member of staff was required to deliver the programme;
- there would be scope to market the modules as stand-alone short-course modules;
- no Digital Learning Resource Agreement had been submitted.

Members raised concern that there appeared to have been little market research carried out in terms of demand for the distance learning programme and that there might not be sufficient time to market the programme effectively.

AGREED that it be recommended to Senate that the proposal proceed to planning and evaluation, with a view to entry in September 2017, subject to clarification of the delivery model and submission of a Digital Learning Resource Agreement.

17.11 Certificate in Foundation Studies in Music (APSC Min 16.32)

It was noted that for the first intake the programme would be delivered on the Magee campus only and not at outcentres, Lisburn School of Music or Culturlann in Derry, as originally proposed.

AGREED that a CA3 be required if the outcentres were proposed in future.

17.12 BA Hons Media Studies with Chinese

It was noted that a new Honours combination of Media Studies with Chinese for one student at Coleraine had been approved by the Deputy Vice-Chancellor acting in an academic planning capacity (September 2016). This was a 'one-off' arrangement.

AGREED that action taken by the Deputy Vice-Chancellor be endorsed and the new Honours combination as a 'one-off' arrangement be recommended for approval to Senate.

17.13 Programme Suspensions

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

No intake 2016/17

Access Diploma in Creative Media Production (FT/PT) at South West College (Dungannon, Omagh, Enniskillen and Cookstown campuses);

Certificate in Irish Immersion Education: Early Years (PT) at North West Regional College (Gaelscoil na Bhfal Outcentre).

SOCIAL SCIENCES

17.14 Proposed Postgraduate Certificate in Employment Law and Practice (FT/PT) (BT) (APAG/17/02b)

The Advisory Group received a CA1 proposal and noted that:

- the proposed new course built on a 15-point short course and would be offered as a stand-alone qualification, and also incorporated as an exit award from LLM Clinical Legal Education;
- the projected intake of 10 students was a cautious estimate and a larger intake to the part-time mode was envisaged;
- a premium rate fee would apply;
- no additional resources were required;
- a distance learning mode and the international market would be explored for the future;
- the programme would be evaluated as part of the School of Law Programme Review and Development process in April 2017.

AGREED that it be recommended to Senate that the proposal proceed to planning and evaluation, with a view to entry in September 2017.

17.15 Access Diploma in Social Sciences at South West College (APAG/17/02c)

The Advisory Group received a CA3 proposal to extend the existing provision at the Dungannon and Enniskillen campuses to the Omagh campus in full-time mode, with effect from 2017/18 and noted that:

- the proposal would provide a full-time alternative to the part-time Open College Network (OCN) access course offered at the Omagh campus;
- the Social Sciences strand offered at Dungannon would also be delivered at Omagh, not the Social Science and Humanities strand offered at Enniskillen;
- the projected intake was 15 students rising to 20 in 2019/20;
- the programme would be delivered by the staff currently teaching the OCN course at Omagh along with Dungannon staff;
- detailed supporting statements from the Faculty and external examiners had been received;
- confirmation that the library resources at Omagh were adequate to deliver the provision would be required.

AGREED that it be recommended to Senate that the proposal be approved for the maximum cohort size above, subject to confirmation by the Subject Partnership Manager that appropriate library resources were in place at Omagh prior to the commencement of the programme (as indicated in Addendum 2).

17.16 Certificate in Custody Prison Officer Practice at Northern Ireland Prison Service (APAG/17/02d)

The Advisory Group received a CA3 proposal to relocate the provision from Millisle to Hydebank Wood and noted that:

- the proposal was the result of relocation of the Prison College to a site which offered better facilities;
- the proposed date of implementation was 2016/17;
- the Faculty confirmed the appropriateness of the resources at the new location, which was considered to be a more secure site.

AGREED that it be recommended to Senate that the proposal be approved.

17.17 CertHE Community Development at Belfast Metropolitan College (APAG/17/02e)

The Advisory Group received a CA3 proposal to relocate the provision from the Springvale campus (Millennium Community Outreach Centre) to Millfield campus and noted that:

- the proposed date of implementation was 2016/17;
- the Faculty was supportive of the new location as it offered access to better facilities for students including the main Learning Resource Centre;
- the library resources at the Millfield campus had been inspected at the last revalidation;
- the external examiner had confirmed his support;
- current students had been consulted.

AGREED that it be recommended to Senate that the proposal be approved.

17.18 Programme Withdrawal

It was noted that the following programme had been withdrawn:

Last intake 2011/12

MSc Human Rights and Peacebuilding (ME).

FACULTY OF COMPUTING, ENGINEERING AND THE BUILT ENVIRONMENT
(APAG/17/03)

BUILT ENVIRONMENT

17.19 Proposed FdSc Sustainable Construction (FT/PT) at Northern Regional College (Ballymena and Coleraine campuses) (APAG/17/03a)

The Advisory Group received a CA2 proposal to join the existing Network and noted that:

- it was proposed that FdSc Sustainable Construction would replace FdSc Building Technology and Management currently offered at the two campuses, which was due for revalidation in 2016/17;
- the proposal was for part-time initially with a full-time mode to be introduced in four years;
- the Network provision was due for revalidation in 2016/17 and the proposed provision could join the revalidation unit this year;

- Northern Regional College had already been actively engaged in the Network's preparations for revalidation and the Faculty and five other colleges welcomed the proposal;
- adequate library stock existed;
- the suspension and withdrawal of the programme at other college campuses (Mins 17.20 and 17.21 refer) was a result of consolidation of provision and not owing to lack of demand.

AGREED that it be recommended to Senate that the proposal be approved to proceed to planning and evaluation, with a view to entry in September 2017, for part-time mode only.

17.20 Programme Suspensions

It was noted that the following programmes had been suspended:

No intake 2016/17

FdSc Architectural Technology with Sustainable Design (FT/PT) at Southern Regional College (Portadown campus);

FdSc Architectural Technology with Sustainable Design (FT/PT/PT Fast-Track) at South Eastern Regional College (Bangor – PT only, Lisburn, Downpatrick and Newtownards campuses);

FdEng Building Services and Renewable Energy (FT/PT/PT Fast-Track) at Southern Regional College (Newry campus);

FdEng Building Services and Renewable Energy (FT/PT/PT Fast-track) at South Eastern Regional College (Newtownards campus);

FdSc Sustainable Construction (FT/PT/PT Fast-track) at South Eastern Regional College (Bangor, Lisburn, Downpatrick and Newtownards campuses).

17.21 Programme Withdrawals

It was noted that the following programmes had been withdrawn:

Last intake 2011/12

FdSc Architectural Technology with Sustainable Design (FT/PT) at Southern Regional College (Newry campus);

FdSc Sustainable Construction (FT/PT) at Southern Regional College (Newry campus).

Last intake 2014/15

FdEng Building Services and Renewable Energy (FT/PT/PT Fast-track) at Southern Regional College (Newry campus).

COMPUTING AND ENGINEERING

17.22 FdSc Interactive Design at Belfast Metropolitan College (APAG/17/03b)

The Advisory Group received a CA3 proposal to revert to the course's previous title of FdSc iMedia from 2016/17 and noted that:

- the change in title had been proposed owing to confusion with FdA Interactive Design offered at Northern Regional College;

- the Belfast Metropolitan College course articulated to BSc Hons Interactive Multimedia Design (JN) while Northern Regional College's gave progression to BDes Hons Interaction Design (BT);
- the external examiner supported the return to the title 'iMedia' and current students had been consulted;
- the change in title had been approved by the Course Approval Sub-Committee at its meeting on 26 September 2016, subject to endorsement by the Academic Planning Sub-Committee.

Professor Jędrzejewski raised concern that the title 'iMedia' could create a false expectation that graduates of the Foundation degree could progress to BSc Hons Interactive Media offered by the Faculty of Arts at Coleraine.

AGREED that the proposal not be recommended for approval at this point and that the matter be referred to the Subject Partnership Managers for Arts and Computing and Engineering. The outcome of their discussions could be considered for approval by Chair's action, if necessary.

17.23 Programme Suspension

It was noted that the following programme had been suspended:

No intake 2016/17

FdSc Computing (PT) at Southern Regional College (Portadown campus).

17.24 Programme Withdrawals

It was noted that the following programmes had been withdrawn:

Last intake 2011/12

BSc Hons Computing Science (Network Technologies) (JN);

BSc Hons Computing Science with Mathematics (JN).

Last intake 2015/16

BSc Hons Computational Finance (FT) (JN) [**additional item**];

BSc Hons Mathematics (FT) (JN) [**additional item**];

BSc Hons Mathematics with Computing (FT) (JN) [**additional item**];

PgCert/PgDip/MSc Health Informatics (PT) (JN) [**additional item**].

Last intake not specified

BSc Hons Computational Engineering (Computing and Mathematics) (CE).

FACULTY OF LIFE AND HEALTH SCIENCES

17.25 Proposed BSc Hons Football Coaching and Business Management (PT) (Windsor Park National Football Stadium) (APAG/17/04a)

The Advisory Group noted that a CA1 proposal had been submitted in November 2016 and that the proposal had been included in the evaluation event held in December 2016 for MSc Sports Coaching. It was also noted that:

- the original proposal had been for BSc Hons Football Coaching and Management but that the title had been changed to 'Football Coaching and Business Management' when brought forward for evaluation;
- the evaluation panel had raised concerns regarding the 'and Business Management' element of the title and had set a condition of approval that the course team explore the potential to review the provision in conjunction with colleagues in the Ulster University Business School;
- the course had been publicised by the Faculty prior to being approved by the Academic Planning Sub-Committee/Academic Planning Advisory Group.

AGREED (i) that the Faculty be reminded of the need to ensure that University procedures with regard to advertising a proposed course are followed;

(ii) that it be recommended to Senate that the proposal proceed to planning and evaluation, with a view to entry in September 2017.

17.26 Proposed BSc Hons Applied Pharmaceutical Sciences (PT) (CE) (APAG/17/04b)

The Advisory Group received a CA1 proposal and noted that:

- the programme was aimed at students employed in the pharmaceutical industry and would be a Level 6 Higher Level Apprenticeship;
- the course would provide a new progression route from the FdSc Applied Industrial Sciences at Southern Regional College which constituted Levels 4 and 5 of the Honours degree;
- the programme was derived from existing modules and consequently the Faculty proposed it should not undergo full evaluation; the coherence and integration of the whole provision had been confirmed by an external subject expert;
- the Faculty had considered the recommendation of the external subject expert that module PHA511 be split into two 10-credit point modules but wished to retain it as a 20-point module;
- the Faculty was content that the academic content of the Foundation degree was sufficient to prepare students for progression to Level 6;
- funding had been secured from DfE to develop the course and recruit an e-technologist.

AGREED that it be recommended to Senate that the proposal be approved without evaluation for a September 2017 start.

17.27 Proposed BSc Hons Nursing (FT/PT) at University of Buraimi, Oman (APAG/17/04c)

The Advisory Group received a CA2 proposal and noted that:

- an Initial Strategic Assessment of the institution had been endorsed by the Senior Executive Team in March 2014;
- a CA2 had previously been received by the Academic Planning Sub-Committee but had been withdrawn in February 2015;
- an Institutional approval visit would be undertaken alongside evaluation, subject to approval of the proposal;
- the programme was intended for nurses qualified to Diploma level who would enter at Level 5 to complete in two years in the full-time mode (three years part-time);
- it was expected that the majority of students would be recruited from local hospitals;

- the Faculty was reviewing the previously proposed financial arrangements.

Members raised concerns regarding the English language requirement which was below the University's minimum threshold and noted that English was the common language of communication among the multi-national community in the local hospitals. With regard to the safety of the environment for University staff and evaluation panel members, it was noted that the Faculty considered the location to be relatively low risk.

AGREED that it be recommended to Senate that the proposal proceed to planning and evaluation, with a view to a September 2017 start, subject to confirmation of the financial model and review of the proposed English language entry standard.

17.28 Proposed FdSc Food Technology and Innovation at North West Regional College (APAG/17/04d)

The Advisory Group received a statement about the postponement and resubmission of the CA2 form and noted that:

- the original proposal had been received by the Academic Planning Sub-Committee in April 2016 (APSC Min 16.36 refers) and had been recommended to proceed to planning and evaluation for September 2016 entry;
- it had been noted at the meeting of the Academic Planning Sub-Committee in June 2016 that the College had postponed the start date to September 2017;
- the College intended to submit a revised CA2 for consideration prior to the commencement of the 2017/18 academic year.

17.29 PgDip/MSc Physician Associate Studies (FT) (CE) (APSC Min 16.10)

It was noted that the start date had been postponed with the first cohort commencing in January 2017.

17.30 Programme Suspensions

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

No intake 2016/17

FdSc Applied and Medical Sciences (PT) at Southern Regional College (Newry campus);
 FdSc Applied and Medical Sciences (PT) at South East Regional College (Bangor campus);
 FdSc Applied and Medical Sciences (FT/PT) at South East Regional College (Downpatrick campus);
 FdSc Applied Industrial Sciences (PT Fast-Track) at Southern Regional College (Portadown campus).

17.31 Programme Withdrawal

It was noted that the following programme had been withdrawn:

Last Intake 2015/16

PgCert Biomedical Professional Practice (FT) (DL) (PT mode remains).

17.32 Master of Business Administration (FT) (JN)

It was noted that a CA3 proposal to re-introduce a full-time mode of the 'Executive' version of the programme, with effect from 2016/17, had been approved by the Deputy Vice-Chancellor (October 2016).

AGREED that action taken by the Deputy Vice-Chancellor be endorsed and that the re-introduction of the full-time mode for this version of the programme be recommended for approval to Senate.

17.33 BSc Hons Business Administration

It was noted that Chair's action had been taken on behalf of the Academic Planning Sub-Committee to approve the delivery of the final year of the programme at the Dungannon campus of South West College as an outcentre (September 2016). The Faculty had subsequently revised the effective date to January 2016.

AGREED that Chair's action be endorsed and that delivery of final year at South West College's Dungannon campus, with effect from January 2016, be recommended for approval to Senate.

17.34 Programme Suspensions

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

No intake 2016/17

FdSc Business with Digital Technology (PT) at Northern Regional College (Newtownabbey campus);

FdSc Leadership and Management (FT/PT) at South Eastern Regional College (Bangor campus);

FdSc Tourism, Hospitality and Events at South Eastern Regional College (Downpatrick campus FT/PT; Lisburn campus FT; Bangor campus PT);

BSc Hons Accounting and Management (PT) at Southern Regional College (Newry campus).

17.35 Programme Withdrawals

It was noted that the following programmes had been withdrawn;

Last Intake 2014/15

Diploma in Business (FT) (CE);

FdSc Retailing (PT) at Northern Regional College (Newtownabbey campus);

BSc Hons Finance and Investment Analysis (FT) (CE).

Last Intake 2015/16

Advanced Diploma in Management Practice (PT) (Parity Outcentre).

17.36 ASKING GRADE AMENDMENTS

(a) BSc Hons Computing Technologies and BSc Hons Interactive Multimedia Design

It was noted that Chair's action (June 2016) had been taken to approve the revision of the GCSE profile to require a minimum of Grade B or above in Mathematics, with effect from 2018/19 entry.

(b) The Advisory Group also noted amendments approved by the Admissions Monitoring Group (August 2016) for seven courses (APAG/17/06).

17.37 DATES OF MEETINGS

The following dates of meetings for the remainder of 2017 were noted:

Date	Time	Venue	Campus
Monday 27 February	2.00 pm	BA-02-003 J813C 07C03 MC114	BT CE JN ME
Friday 28 April	2.00 pm	BA-02-003 H215 08H09 MD122	BT CE JN ME
Tuesday 20 June	9.00 am	BA-02-003 H215 08H09 MD122	BT CE JN ME

Duration: 1 hour 45 minutes