

UNIVERSITY OF ULSTER

ACADEMIC PLANNING ADVISORY GROUP

Minutes of the meeting held on 21 January 2021 by MS Teams

PRESENT

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

IN ATTENDANCE

Mrs K McCafferty (Secretariat), Professor H Farley (mins 21.6 – 21.12), Dr S Moffett (mins 21.6 – 21.7), and Professor M O'Neill (min 21.6), Professor G Armstrong (min 21.8 and 21.10), Ms C Reid (min 21.9), Professor R Fee (mins 21.13 – 21.15), Dr J Hamilton and Dr B Payne (min 21.13), Ms J Hollway (min 21.14), Professor M Keenan (min 21.16 – 21.17), Professor A McKillop (mins 21.18 – 21.23), Ms B White (min 21.19)

APOLOGIES: Professor P McCarron (min 21.19), Mr M Smith (min 21.24)

21.1 MINUTES

The minutes of the meeting of the Academic Planning Advisory Group held on 17 November 2020 were confirmed as an accurate record of the meeting.

MATTERS ARISING

21.2 DfE Short-Term Skills Intervention (mins 20.125 and 102)

It was noted that the following successful Round 2 Upskilling programmes within the Postgraduate Certificate of Professional Development framework had now been approved in CMS:

Programming and Cloud Computing modules; Artificial Intelligence modules; Personalised Medicine modules; Hospitality modules.

It was also noted that, subsequent to Round 2, DfE provided additional funding for other Upskilling modules within the framework: two modules in Energy, three in Engineering and one in Data Science. These had been approved in CMS.

The Advanced Certificate in Management Practice and the Postgraduate Certificate in Professional Development (Enabling Business Recovery) were approved at the last meeting (mins 20.145 and 146). Other proposals were considered at this meeting (mins 21.8, 16 and 18 refer).

21.3 Proposed BEng Hons Computing (FT), BSc Hons Design Engineering (FT), and BSc Hons Mechanical Engineering (FT) at Shaanxi University of Science and Technology (SUST), China (University Outcentre) (min 20.136)

It was noted that the courses had not yet completed approval in CMS.

21.4 MSc Nursing (min 20.143)

It was noted that the resourcing plan had now been provided (see min 21.21).

21.5 Resourcing Plans for Programmes Undergoing Revalidation (min 20.149)

It was noted that the Associate Deans (Education) had commented that they did not have access to the Student Numbers dashboard and had not used it for the return of revalidation preparation forms for 2021/22. Dr Crothers advised that he would provide access to the associated templates and would schedule a meeting with the Associate Deans as soon as possible to introduce them to it.

It was also noted that the Faculties were actively reviewing their portfolios with a view to responding to current short-term planning imperatives. Ms McCart noted the implications for the imminent deadline for printing the hard-copy prospectus.

COURSE PLANNING

ULSTER UNIVERSITY BUSINESS SCHOOL (APAG/21/1)

21.6 MSc International Accounting, Taxation and Analytics (FT/PT) (ME) (APAG/21/a)

The Advisory Group considered a proposal and resourcing plan to offer a joint course with Letterkenny Institute of Technology (LYIT) in full and part-time modes between Magee and LYIT from September 2021. It noted that:

- the initiative was supported by the North West Strategic Growth Partnership and would not compete with existing University provision;
- the proposal built on the Faculty's existing collaboration in the joint MSc Leadership and Innovation in the Public Sector; the model currently used for this MSc would be followed;
- sufficient resources were in place to support the programme;
- each institution would market the programme separately and prospective students would choose the institution to apply to;
- it was proposed that both the University and LYIT would charge the same fee and retain the full fee income for the students they recruited, with a projected intake through each of 15 full-time students, rising to 25 by 2025, and 5 part-time;
- the Faculty stated there was strong interest from current Magee students and graduates for a programme in these topics;
- as the joint award was made by both bodies, each institution would ensure that its respective standards and quality assurance expectations were fulfilled. LYIT had offered to manage the evaluation event. There would be a common external examiner appointed by each;
- each institution would deliver four 15 credit-point taught modules and students would attend the campus (Magee/Letterkenny) on which a module was taught (if the present circumstances prevailed modules would be delivered online);
- the Faculty was able to run the course as an Ulster-only course if collaboration was not feasible;

- the Faculty had a strong relationship with Chartered Accountants Ireland and saw professional accreditation with some unique modules as being particularly attractive.

The Advisory Group queried how teaching arrangements and costs would be addressed should one partner recruit substantially fewer students than the other. It was suggested that a contractual Memorandum of Understanding and/or operating agreement would be necessary to ensure equity in meeting costs incurred by each partner as well as to provide clarity on responsibilities. Further issues that might need to be addressed included:

- the student experience and access to VLE of both institutions;
- access to Library resources and any TNE implications;
- the implications of cross-border travel for international students;
- ownership of intellectual property.

AGREED that it be recommended to Academic Standards and Quality Enhancement Committee that the joint proposal be approved to proceed to planning and evaluation for a September 2021 start, subject to:

- (i) completion of a light-touch Due Diligence A process;
- (ii) if the evaluation event is led by LYIT, University approval of the external membership of a joint panel and representation on the panel, the submission of the proposal in CMS for provisional approval and subsequent review of full documentation;
- (iii) the drafting of a Memorandum of Understanding addressing joint operational matters.

21.7 BSc International Business (FT/PT) (ME) (APAG/21/b)

The Advisory Group considered a proposal and resourcing plan to offer the above programme in full and part-time modes at the Magee campus from September 2021. It noted that:

- the programme was a new undergraduate degree which would help grow student numbers in the regional market; it would not compete with existing provision;
- the Faculty considered there to be demand for the programme internationally but appreciated that it might be late in the current cycle for a September 2021 start for these students;
- the proposal was considering appealing to those engaging in 'portfolio' careers;
- intakes of 15 FT (and 5 PT) rising to 45, and 5 international students, were proposed;
- an International Foundation Year was mentioned but clarification was sought on whether this was to be integrated into the course or referred to the separate Diploma in Foundation Studies for International Students;
- no additional resources would be required.

AGREED that 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.

21.8 Postgraduate Certificate in Professional Development (Understanding International Business) (PT) (DL) (APAG/21/c)

The Advisory Group considered a proposal, and statement from Faculty Accountant on the resourcing plan, to offer the above programme in part-time mode, from Semester 2, 2020/21. It noted that:

- this was a successful bid under Round 2 of DfE's Short-Term Skills Intervention, with a projected intake of 50;
- all modules were current, and no evaluation was proposed (a supportive external supplementary assessment had been provided);
- no resourcing plan had been provided as Faculty Accountant had indicated that this was not needed on account of the successful DfE contract.

AGREED that it be recommended to the Academic Standards and Quality Enhancement Committee that the proposal be approved for a January 2021 start.

21.9 FdSc Logistics and Supply Chain (PT) at Northern Regional College, (Newtownabbey, Ballymena campuses) (APAG/21/1d)

The Advisory Group considered a proposal and resourcing plan to offer a FdSc in part-time mode at Newtownabbey and Ballymena campuses of Northern Regional College from September 2021. It noted that:

- the College had been working with the Transport and Logistics sector and there were currently no Supply Chain/Transport/Logistics courses in NI;
- the programme would allow progression to Level 6 BSc Hons Business Studies at the University;
- the programme would follow the Higher Level Apprenticeship format with the part-time programme completed in two and a half years;
- there was positive interest from employers and it was felt the programme would meet the skills gap;
- intakes of 15 students were projected;
- the programme would initially be offered at the Newtownabbey campus;
- the college had sufficient resources to deliver the programme;
- the Faculty supported the proposal and there was no direct competition with its own provision.

AGREED

- (i) that 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;
- (ii) that Evaluation Panel nominees be identified by the Faculty.

21.10 Advanced Certificate, Advanced Diploma, BSc Hons Managing the Customer Contact) (APAG/21/1e)

The Advisory Group considered a proposal to revise the subject title to 'Leading on Customer Operations' from September 2021. It noted that:

- the new title was more appropriate to the content of the revised programme and was supported by the external examiner, clients, and current students;
- the provision had been revalidated in December when the new title was supported by the panel.

AGREED that it be recommended to the Academic Standards and Quality Enhancement Committee that the revised title be approved.

21.11 Postgraduate Certificate in Global Capital Markets (Financial Risk Management) (APAG/21/1f)

The Advisory Group noted that Chair's action had been taken to approve a proposal to restructure the course into two pathways by the inclusion of a new pathway, Regulation and Compliance, from January 2021 at Irish Times Training, Dublin (University outcentre) and fully online from September 2021 and for the removal of the Jordanstown campus location.

AGREED that Chair's action be endorsed.

21.12 BSc Hons International Hospitality Management at HTMi Singapore (APAG/21/1g)

The Advisory Group noted that the Faculty had approved a revision to the course structure so that the academic year adopted a two-semester model with each semester lasting 16 weeks, rather than the intensive 20-week, long-thin delivery originally adopted (as at HTMi Switzerland).

It was noted that the relevant Singapore education authority (the Singaporean Committee for Private Education (CPE)), was concerned that the course structure of this recently evaluated course (min 20.90 refers) did not match the longer semester-based pattern at the University and recommended that the duration of the HTMi programme be changed. The Faculty also welcomed the closer alignment.

FACULTY OF ARTS, HUMANITIES AND SOCIAL SCIENCES

APAG/21/3

21.13 MSc Criminology and Criminal Justice (FT/PT) (BT) (APAG/21/3a)

The Advisory Group considered a proposal and resourcing plan to offer the course in full and part-time modes at the Belfast campus from September 2021. It noted that:

- the programme would build on the undergraduate degree and meet demand from graduates and current students;
- there were projected intakes of 10 full-time and 4 part-time, rising to 18 and 8 respectively, with a modest number of international students proposed. the Advisory Group suggested these numbers could be increased;

- the programme would share some common modules;
- no new resources were required.

AGREED that 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.

21.14 LLM/MSc Corporate Law and Computing (APAG/21/3b)

The Advisory Group considered a proposal to revise the subject title to 'Corporate Law, Computing and Innovation'. It noted that:

- the title was considered more closely related to the content and would be more appealing by bringing out the 'Innovation' aspect;
- large law firms had innovation departments which bridged law and computing;
- the Marketing Department and School of Computing, Engineering and Intelligent Systems had been consulted.

AGREED that it be recommended to the Academic Standards and Quality Enhancement Committee that the proposal be approved.

21.15 Programme Withdrawals

It was noted that the following programmes had been withdrawn:

Last intake 2018/19

FdA Design (Product and Graphic) at South West College (Omagh campus)

Last intake 2019/20

FdA Digital Arts and Technologies at South West College (Omagh and Enniskillen campuses)

FACULTY OF COMPUTING, ENGINEERING AND THE BUILT ENVIRONMENT
APAG/21/4

21.16 Postgraduate Certificate in Artificial Intelligence (APAG/21/4a)

The Advisory Group considered a proposal to add a Semester 1 2020/21 intake. It noted that:

- this part-time fully online course had been approved under DfE Short-Term Skills Intervention Round 1 for a Summer 2020 start (min 20.133 refers). It was then successful under Round 2;
- the Round 2 course started in October 2020 and students would complete the final module next semester.

AGREED that it be recommended to the Academic Standards and Quality Enhancement Committee that the proposal be approved.

21.17 Programme Withdrawals

It was noted that the following programmes had been withdrawn:

Last intake 2016/17

FdSc Architectural Technology at South Eastern Regional College (Bangor campus)

FdSc Architectural Technology with Sustainable Design at South Eastern Regional College (Bangor campus)

FdSc Construction Engineering with Surveying at South Eastern Regional College (Bangor campus)

Last intake 2018/19

MSc Professional Software Development (FT) at QAHE

FACULTY OF LIFE AND HEALTH SCIENCES

APAG/21/5

21.18 Graduate Certificate in Molecular and Pharmaceutical Analysis; Postgraduate Certificate in Molecular and Pharmaceutical Analysis; Postgraduate Certificate in Pharmaceutical Analysis (PT) (DL) (APAG/21/5a)

The Advisory Group noted that the proposal to offer three programmes from September 2020 had been approved by Chair's action. It noted that:

- the programmes were funded under Round 2 of DfE's Short-Term Skills Intervention;
- the programmes were offered part-time fully online and were completing in 21 weeks across two semesters;
- the content was derived from existing provision, and a supportive external supplementary assessment had been provided to support approval without an evaluation event;
- no resourcing plan had been provided on account of the DfE contract.

AGREED that Chair's action be endorsed.

21.19 MSc Advanced Pharmacy Practice (PT) (DL) (APAG/21/5b)

The Advisory Group considered a proposal and resourcing plan to offer the MSc in part-time mode by distance learning from September 2021. It noted that:

- the proposal had previously been considered in September 2020, when it was agreed that it should be presented as a new 60 credit point specialism within an existing MSc (min 20.109);
- the Faculty had chosen to re-present a full standard MSc as the specialism option was not feasible, and proposed initially to exempt suitable applicants from modules amounting to 120 credit points;
- 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 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) [PgDip element of MSc Advanced Pharmacy Practice (with Independent Prescribing)] of the Pharmacy Workforce Development Framework (NI);
- the first stage of QUB's MSc Advanced Pharmacy Practice (with Independent Prescribing) was currently delivered by the NICPLD; the final stage - research proposal and research project modules were delivered by staff at QUB. This course was only open to hospital pharmacists and the proposed programme was intended to offer a progression route to MSc qualification for community pharmacists and practice-based pharmacists who had completed the PgDip equivalent stage with NICPLD;
- there was a proposed student intake of 12 in the first year, rising to 20 by the sixth intake;
- the programme would not be accredited but aligned to the Royal Pharmaceutical Society Advanced Pharmacy Framework (APF). New standards for pharmacy would be introduced in 2024; the revalidation of pharmacy provision was scheduled for the same year;
- no additional resources were required; confirmation had been received from the Library that the programme could be supported within the existing School library book budget;
- a premium rate fee for UK/GB/EU students to align with that advertised by QUB was proposed and the required approval of the non-standard fee had been given by the Executive Dean. [Secretary's note: The Faculty has reverted to a standard fee following clarification of the actual fee charged by QUB];
- the programme would be supported by Department of Health funding (50% of fee paid by NICPLD), 25% by the employer and 25% by the student;
- the Faculty had requested that the proposal be approved without an evaluation event because it derived from existing elements of the MSc Pharmacy Management. However, the external supplementary assessment in support of this only related to the three modules which were to be taught initially. The Advisory Group confirmed that an assessment of the full programme would be required;
- a departure from the standard entry requirements was also proposed, to include the criterion for exemption from Level 7 modules instead of the normal 2ii Honours standard. It was confirmed that the regulations should record the normal admission requirement and in a separate clause identify possible exemptions. Marketing material might state that the first part of the programme was currently not being delivered and identify the conditions for admission with exemption from the initial stage.

AGREED that it be recommended to the Academic Standards and Quality Enhancement Committee that the proposal be approved to proceed to planning, subject to:

- (i) provision of a satisfactory external supplementary assessment of the entire programme;
- (ii) a revised set of programme regulations being submitted.

21.20 Postgraduate Diploma in Physician Associate Studies (APAG/21/5c)

The Advisory Group noted correspondence regarding a change of campus for the course from Coleraine from January 2022. The course was being revalidated shortly and the Faculty had proposed to relocate to Magee where the School of Medicine was located. It was noted that the course had moved to the School of Medicine.

21.21 PgCert/Dip/MSc Nursing (APAG/21/5d)

The Advisory Group received the resourcing plan for the new pathway, 'Nursing Practice in the UK'. The proposal had been recommended for approval subject to receipt of this plan at the last meeting (min 20.143 refers).

21.22 PgCert/Dip/MSc Advancing Practice (APAG/21/5e)

The Advisory Group considered a proposal to add a new named pathway in Dietetics to the current 12 specialisms from January 2021. It noted that:

- this would be achieved through one new 15 credit-point module. Students would also take other taught modules, and a dissertation related to their specialist field;
- the programme specification indicated for the other specialisms that students would take 60 credits from profession-specific modules in order to achieve the award in the named specialism;
- the module would be taken at Coleraine with all other modules at Jordanstown; it might also be taken as a stand-alone short-course.

Mr Faulkner questioned if it was appropriate to have a named pathway with only one specific module in the subject when the other specialisms appeared to include other specialism-specific modules.

AGREED that the Faculty clarify the arrangement for the naming of specialisms in this course and that Chair's action be permitted in light of the response provided.

21.23 Programme Withdrawals

It was noted that the following programmes had been withdrawn:

Last intake 2017/18

FdSc Applied Medical Sciences at Southern Regional College (Newry campus)

Last intake 2020/21

MSc Advanced Clinical Optometry

21.24 QUALIFICATIONS EQUIVALENCE ADVISORY GROUP (APAG/21/6)

The Advisory Group received a summary report of the Advisory Group's activity since November 2020. It noted that:

- four qualifications were not considered appropriate for University admission (i, ii, viii, x);

- there was no change to EU academic requirements (iv);
- five qualifications were proposed to be added to the schedule of approved alternative general entry qualifications for undergraduate programmes (iii, v, vi, vii, ix);
- a searchable database was to be developed to record the growing body of such qualifications.

AGREED that it be recommended to the Academic Standards and Quality Enhancement Committee that the recommendations made for approval be endorsed, as set out below.

- BTEC Extended Certificate in Engineering when students take an optional unit (Calculus to Solve Engineering Problems) to make up the Mathematics deficit in the Extended Certificate;
- ATHE Level 3 programmes, provided that the full course is taken (credits gained through prior learning not acceptable):
 - Level 3 Diploma in Accounting
 - Level 3 Diploma in Applied Statistics
 - Level 3 Diploma in Business
 - Level 3 Diploma in Business English and Communication
 - Level 3 Diploma in Health and Social Care
 - Level 3 Diploma in Information and Digital Technologies
 - Level 3 Diploma in Law
 - Level 3 Diploma in Small Business and Social Enterprise Start-up
- BTEC Level 3 National Extended Certificate in Children's Play, Learning and Development (one A level equivalent) when taken as part of a programme of study that includes other appropriate Level 3 BTEC Nationals or A-levels;
- for September 2021 and September 2022 only, BTEC Level 3 Extended Diploma in Advanced Manufacturing Engineering (Development Technical Knowledge);
- a number of City and Guilds Technical courses for entry to Ulster validated courses delivered by CAFRE.

DURATION: 2 hours 11 minutes

KMcC/AGF/27.1.21