EXTRACT FROM TEACHING AND LEARNING COMMITTEE MINUTES: 28.3.12

12.4 Course Approval

A new type of collaborative course, the ‘franchised’ course, identical to a course offered by the University and to be taught to University students, was now identified and the term ‘validated’ course would in future be reserved for courses primarily developed by a partner institution and offered to Associate Students of the University who belonged to partner institutions. Senate had confirmed that within the franchise model the course should be identical to that offered by the University with no scope for variation in the core curriculum or assessment and that the only exceptions permitted would be for cultural or local contexts requiring additional areas of study to be included. The paper presented to Senate had asked Faculties to review their current provision to identify outcentre activity which should be redefined as a franchised course.

Procedures had been modelled on those for validated courses but they had been modified to reflect the fact that the curriculum had already been approved at the University and that students would belong to the University.

 A distinct outline approval form (CA2a) was to be introduced and the evaluation document would follow the format required for validated courses except that the copyright of the curriculum would rest with the University. Any proposal for exceptional variations from the home course would be explicitly identified. The course director for the home course would be in attendance at the event, along with the Subject Partnership Manager. Discussion during the evaluation visit would focus on the course team’s understanding of the programme, its integration and teaching and assessment methods, with particular attention being given to the capacity of staff and physical resources to support the course. A Contract for Services Agreement would be received, setting out the roles of the University and the partner institution in the management of the course and the support of the University’s students. A standard course-level Agreement for franchised courses would be introduced.

AGREED that:

1. the proposed procedures contained in Paper No TLC/12/6 be approved, subject to the Head of School being added as a member of the Course Committee for franchised courses;