



**LTC09D068**

**Title:** Partnerships – UEA London  
**Author:** Ms L. Morton – UEA London Project Manager  
**Circulation:** Learning and Teaching Committee – 3 February 2010  
**Agenda:** LTC09A004  
**Status:** Open

---

**OVERVIEW AND UPDATE (AT 25.1.10)**

*This paper updates the Learning and Teaching Committee on the implementation of UEA London.*

**A. Provision wef January 2010**

1. Programmes which began wef 18 January 2010 are:

Provision validated by UEA

- INTO UEA London Foundation
- INTO UEA London Graduate Diploma

Provision validated by City University

- INTO City Foundation\*  
 \* City has adopted as intended the INTO UEA London Foundation modules, to be delivered by INTO UEA London staff with as much joint teaching and learning as practicable. In addition, a small number of bespoke INTO City modules will be delivered by INTO City and City staff. From September 2010 onwards, the number of such modules may increase as City and INTO City develop their own distinctive provision.

Non-validated English Language provision

- Both INTO UEA London and INTO City are offering English Language courses that are not subject to validation.

2. Numbers of students registered at 25.1.10 are shown below.

<b>Programme</b>	<b>INTO UEA London</b>	<b>INTO City London</b>	<b>Total</b>
Foundation - Business, Humanities and Soc Sci	22	19	41
Foundation - Engineering and Physical Sci		5	5
Foundation Humanities & Law	5		5
Foundation Computing Sciences	2		2
Grad Dip Business } taught	6		6
Grad Dip Economics } jointly	4		4
English for Postgraduate Study	3	10	13
English for Undergraduate Study	10	6	16
General English	1		1
<b>Total</b>	<b>53</b>	<b>40</b>	<b>93</b>

3. The initial week of induction has gone very well, with positive reactions to the welcome arrangements and to the programme of introductory events.

**B. Staff recruitment**

4. The latest organogram for UEA London is shown in the *Annex*.

**C. Facilities**

*Building*

5. As previously reported, the building in Middlesex Street reached Practical Completion on 16 November and was occupied wef 30 November. Furniture for the agreed fit-out of Floors 1-3 arrived before Christmas. The building's interior is of good quality and its décor has high visual impact.

*IT*

6. UEA is providing to the Joint Venture the IT infrastructure underpinning the operations of INTO UEA London and INTO City and has achieved successful IT and telephony installation despite numerous technical issues and extremely tight timescales (compounded by problems with the JANET connection). Some issues remain with regard to City's provision of its desktop to INTO City students (for which that HEI is responsible). A hosted VLE - (Moodle, being provided by the University of London Computing Centre to both INTO UEA London and INTO City students) - is nearing completion.

*Learning Resources Centre*

7. The Learning Resources Centre (LRC) has been provisioned initially with core texts for the INTO programmes (based on material as for INTO UEA) and stock will now be built up (including core material for the forthcoming Masters programmes). A professional Chartered Librarian (currently employed in a University Library and in possession of an award from that University for contributions to teaching and learning) has been appointed to take forward LRC development. Some issues remain with regard to City's provision of its desktop to INTO City students (for which that HEI is responsible). A hosted VLE - (Moodle, being provided by the University of London Computing Centre to both INTO UEA London and INTO City students) - is nearing completion.

*Service buy-ins*

8. As part of the arrangements under the Occupancy Deed, INTO UEA London is buying specified services from City University (as is INTO City) with regard to:
- library services
  - support services for students (beyond those supplied in-house)
  - student union facilities (noting that representational aspects for INTO UEA London students reside with the Union of UEA Students).

All of the above arrangements are now being put into operation.

*Residential accommodation*

9. Accommodation provided by UNITE is available in Stepney. Otherwise students are either in other 'home' type accommodation provided by INTO or have chosen to be entirely self-sufficient in making their own arrangements (family etc). Figures will be available at the LTC meeting.

**B. Future plans**

**(a) INTO UEA London provision**

*Fast-track Foundation*

10. As previously reported to LTC in December, proposals recently emerged about the possible design and implementation by INTO UEA London of a fast-track two-term Foundation programme, based as far as possible on existing modules, with effect from April 2010. There is a good business case and a sound academic rationale, ie:
- the course targets International students from countries where English is commonly spoken, for example Nigeria, and/ or those students who have previously been educated in English
  - the requirement for students, on entry, to meet UEA English Language progression criteria enables emphasis to be placed on academic and study skills. This should result in better prepared students, particularly in those areas of academic English which are not tested by the IELTS system.
11. Subsequently, on the basis of a draft Programme Specification, the Director of Partnerships has authorised its advertisement on a 'subject to approval' basis. External Examiners and relevant Schools are being consulted and the Programme Specification will then be finalised as soon as possible for consideration by the Chair of the Joint Board of Studies.

*Enhanced/Extended Foundation*

12. A draft outline case has also been made for a 4-term Extended Foundation to focus students' English Language tuition in Term 1 (starting in June) on the academic subjects that they will be undertaking (along with English Language in Terms 2-4). This needs further developmental work, which is underway.

*Diploma programme*

13. With effect from September 2010, the validated INTO UEA London Diploma programme is intended to be in operation.

**(b) UEA degrees**

*Masters programmes*

14. The part-time MBA in Strategic Carbon Management, as approved in October 2009, is due to begin in mid-March 2010. Other planned Masters programmes are currently in various stages of development, with the intent that they will be formally approved by the time of the formal Institutional Approval ratification event in April 2010. These are:
- MA Creative Entrepreneurship (to start Sept 2010)
  - MSc Brand Leadership (to start Sept 2010)
  - MSc Data Mining for Financial Services (by no later than Sept 2010).
- An update will be provided at the meeting on progress regarding these.

*Undergraduate programme*

15. As previously reported, proposals for Yrs 2-3 of an undergraduate degree in the area of International Business and Management (with some specific synoptic themes) are being developed by NBS, with the aim of starting in London with Year 2 provision in Sept 2011. A series of meetings is being arranged with NBS, with the Social Sciences Faculty at UEA and with the Learning, Teaching and Quality Office so as to identify and address various issues arising. It is intended that there be discussion of proposals at the next meeting of LTC in March if possible and that arrangements for undergraduate provision also be included in the Institutional Approval ratification event in London at the end of April. (See separate LTC paper regarding the approvals process).

*Ms L Morton  
UEA London Project Manager  
26 January 2010*

# INTO UEA London Centre Functional Structure

Annex

