

LTC14D119

Title: Report from the meeting of the University Campus Suffolk Joint Academic Committee

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Report from the meeting of the University Campus Suffolk Joint Academic Committee held on 5 November 2014

Issue

Attached at Appendix 1 is a report from the meeting of the University Campus Suffolk Joint Academic Committee held on 5 November 2014.

Recommendation

The Learning and Teaching Committee is invited to approve the recommendations from the meeting of the University Campus Suffolk Joint Academic Committee held on 5 November 2014:

ITEMS FOR DECISION

1 VALIDATION OF NEW COURSES

Recommended to the Learning and Teaching Committee of the University of East Anglia and the Education Committee of the University of Essex

that the following courses be approved for a period of five years commencing September 2014:

UCS Bury St Edmunds

- BEng Engineering (progression route)

UCS Great Yarmouth

- BA Lifelong Learning Practice

UCS Ipswich

- BA Special Educational Needs and Disability Studies
-

2 REVALIDATION OF EXISTING COURSES

Recommended to the Learning and Teaching Committee of the University of East Anglia and the Education Committee of the University of Essex

that the following courses be reapproved for a period of five years commencing September 2014:

UCS Bury St Edmunds

- FdSc Construction Management
- FdSc Sports Coaching and Development
- DipHE Early Childhood Studies
- BA (Ord) Early Learning (progression route)
- BA Early Childhood Studies
- BA Early Childhood Studies with Practitioner Options
- BA Early Childhood Studies and Psychology
- BA Early Childhood Studies and Youth Studies
- BA Early Learning (progression route)
- BSc Construction Management (progression route)

UCS Great Yarmouth

- FdA Commercial Arts Practice
- FdA Social Care Practice
- BA Photographic and Digital Media

UCS Ipswich

- FdSc Communication Technologies: Network Engineering
- BA Dance
- BA English
- BA Social Work
- BSc Nutrition and Human Health
- BSc Nutrition and Human Health (with Foundation year)
- BSc Sport and Exercise Science
- BSc Sport and Exercise Science (with Foundation year)
- PGCert Academic Practice
- PGCert Advanced Healthcare Practice
- PGDip Advanced Healthcare Practice
- MSc Advanced Healthcare Practice
- Return to Practice (Nursing) (module)

3 COURSE SUSPENSIONS

Recommended to the Learning and Teaching Committee of the University of East Anglia and the Education Committee of the University of Essex

that the following courses be suspended for 2014/15:

UCS Bury St Edmunds

- FdA Salon Management
- FdA Hospitality and Event Management

UCS Ipswich

- BA Accounting and Financial Management
- BA Business Management with Entrepreneurship
- BA Business Management with Law
- BA Hospitality Management
- BA Hospitality Management with Business Management
- BA Leisure Management
- BA Leisure Management with Business Management
- BA Tourism Management
- BA Tourism Management and Hospitality Management
- BA Tourism Management and Leisure Management
- BA Tourism Management with Business Management
- PG Dip Human Resource Management
- MA Journalism
- MSc Community Leadership and Social Innovation
- MSc Marketing Management
- MSc Sustainable Business

4 COURSE DISCONTINUATION

Recommended to the Learning and Teaching Committee of the University of East Anglia and the Education Committee of the University of Essex

that the following courses be discontinued from 2014/15:

UCS Ipswich

- BA (Ord) Early Learning (progression route)

Resource Implications

None identified.

Risk Implications

None identified.

Equality and Diversity

Not applicable.

Further Information

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University of East Anglia and University of Essex

UNIVERSITY CAMPUS SUFFOLK JOINT ACADEMIC COMMITTEE

REPORT TO UNIVERSITY OF EAST ANGLIA LEARNING AND TEACHING COMMITTEE AND UNIVERSITY OF ESSEX EDUCATION COMMITTEE

Report from the meeting of the University Campus Suffolk Joint Academic Committee held on 5 November 2014

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4 COURSE DISCONTINUATION

Recommended to the Learning and Teaching Committee of the University of East Anglia and the Education Committee of the University of Essex

that the following courses be discontinued from 2014/15:

UCS Ipswich

- BA (Ord) Early Learning (progression route)

ITEMS FOR INFORMATION

1 UPDATES TO THE UCS FRAMEWORK COLLABORATION AGREEMENT APPENDIX 2 – OPERATIONAL RESPONSIBILITIES

Noted Appendix 2 of the collaboration agreement outlined the operational responsibilities of the Universities, UCS and the Learning Network Centres and had been reviewed by the Partnership Management Group, in line with its terms of reference. Revisions had been carried out to reflect the changes to procedural terminology and operational responsibilities following the restructure that had taken place at UCS.

It was acknowledged that due to the number of stakeholders involved and the complexities of the arrangements, the document provided a comprehensive overview, which continued to ensure the best interests of the students.

2 QAA HIGHER EDUCATION REVIEW AND TAUGHT DEGREE AWARDING POWERS PROCESS

Noted The UCS QAA Higher Education Review (HER) took place during week commencing 10 November 2014.

The Taught Degree Awarding Powers (TDAP) observation schedule was in place and observations commenced in October 2014.

3 ANNUAL REPORT ON THE CONDUCT OF ASSESSMENT BOARDS

Noted Members received the annual report on the conduct of

Assessment Boards. The Partnerships Management Group, which includes representatives from UCS, UEA and Essex, attend a sample of Assessment Boards each year and provide a report summarising their observations. An update on the action plan from last year was also included, with an action plan for 2014/15.

The importance of External Examiners attending Assessment Boards was discussed and it was confirmed that this was communicated to External Examiners at the training event held annually. All Assessment Board dates were set at the beginning of the academic year and communicated to External Examiners. If an External Examiner was unable to attend, they were required to seek approval from the UCS Academic Registrar and would need to show how they would review the work and provide feedback.

It was noted that 13% of External Examiners had been absent from Assessment Boards during 2013/14 and although the training and communications provided by UCS were very good, it was recommended that efforts be made to try to improve the level of attendance.

4 PROGRESSION, RETENTION AND ACHIEVEMENT

Noted Members received a report on the retention figures for students studying during the 2013/14 academic year. A reporting threshold of 78% was used to identify courses which required further investigation and in 2013/14 four courses had been identified and would be followed-up.

It was acknowledged that the retention project had started 18 months ago and it was an area that was tackled differently by each department. A systematic evaluation of all activities would be undertaken to understand what activities worked and had a positive impact on retention and why. A new working group had been set-up to consider the threshold for retention reporting and identify and disseminate good practice.

5 NATIONAL STUDENT SURVEY (NSS) RESULTS 2014

Noted Members received a breakdown of the NSS 2014 results by School and Learning Network Centre in addition to the overall UCS result. Where results were lower than the national average, these were being followed up with Heads of Department and course teams through the annual monitoring process (RiME) and if required through the initiation of risk alerts. Each department produced an NSS action plan and meetings including involvement from the UCS Union, had been held with departments where scores were lower.

6 NEW COURSES APPROVED TO PROCEED TO PUBLICITY AND VALIDATION

Approved The following new courses were approved to proceed to publicity and validation:

UCS Bury St Edmunds

- BA Combined Routes: Ethics
- BA Combined Routes: Religious Studies

UCS Ipswich

- BA Counselling (progression route)
- BA Screenwriting and Film Studies
- BSc District/Home Nursing
- BSc Paramedic Science
- PG Cert Professional Practice in Heritage Management
- PG Dip Professional Practice in Heritage Management
- MA Professional Practice in Heritage Management

7 EXISTING COURSES TO PROCEED TO REVALIDATION

Approved The following courses were approved to proceed to revalidation:

UCS Ipswich

- BA Film
- BA Health and Social Care Practice
- MA Health and Social Care Practice

8 PROFESSIONAL OR STATUTORY REGULATORY BODY (PSRB) ACTIVITY

Noted British Psychological Society (BPS) approval of the following courses at UCS Ipswich:

- BSc Psychology and Criminology
- BSc Psychology and Early Childhood Studies
- BSc Psychology and Sociology
- BSc Psychology and Youth Studies

Noted Joint Audio Media Education Support (JAMES) approval of the following courses at UCS Bury St Edmunds:

- FdA Music Production
- BA Music Production (progression route)

Noted Nursing and Midwifery Council (NMC) approval of the following course at UCS Ipswich:

- Return to Practice (Nursing)

Noted Health and Care Professions Council (HCPC) approval of the following course at UCS Ipswich:

- BA (Hons) Social Work at UCS Ipswich

Noted

The College of Social Work (TCSW) approval of the following course at UCS Ipswich:

- BA (Hons) Social Work at UCS Ipswich

Rachel Frost
Secretary to the UCS Joint Academic Committee
Senior Academic Standards and Partnerships Manager
University of Essex
December 2014