

**MINUTES OF A MEETING HELD ON MONDAY 11<sup>TH</sup> APRIL 2016**

**Present:**

|                                  |   |
|----------------------------------|---|
| Prof Tim McIntyre-Bhatty (Chair) | Deputy Vice-Chancellor  |
| Ms Mandi Barron                  | Senate Representative (SS)  |
| Dr Milena Bobeva                 | Senate Representative (FM)  |
| Dr Barbara Dyer                  | Deputy Dean – Education & Professional Practice (FMC)                               |
| Mr David Foot                    | Market Research Manager (M&C)   |
| Mr Alan James                    | General Manager of the Students' Union (SUBU)                                       |
| Ms Jacky Mack                    | Head of Academic Services (AS)  |
| Dr Andrew Main                   | Deputy Dean – Education & Professional Practice (FM)                                |
| Ms Ellie Mayo-Ward               | Vice President (Education) 2015/16, Students' Union (SUBU)                          |
| Dr John Oliver, Assoc Prof       | Professoriate Representative (FMC)  |
| Dr Corrina Lailla Osborne        | Head of Academic Operations (OVC)   |
| Prof Keith Phalp                 | Deputy Dean – Education & Professional Practice (FST)                               |
| Prof Elizabeth Rosser            | Deputy Dean – Education & Professional Practice (FHSS)                              |
| Ms Catherine Symonds (Secretary) | Head of Quality & Academic Partnerships (AS)  |
| Mr Arvid Thorkeldsen             | Director of Undergraduate Programmes, Anglo European College of Chiropractic (AECC) |

**In Attendance:**

|   |  |
|---|--|
| Dr Dawn Birch [Agenda Item 4.2.3]       | Senior Lecturer in Strategy (FM)   |
| Dr Lois Farquharson [Agenda Item 4.2.3] | Head of Leadership, Strategy and Organisations Department (FM)           |
| Ms Nikki Finnes                         | Quality & Enhancement Manager (AS)                                       |
| Ms Maxine Frampton (Clerk)              | Policy & Committees Officer (AS)   |
| Mr Paul Kneller [Agenda Item 4.2.1]     | Senior Lecturer in Environmental Science (FST)                           |
| Mr Ricky Rogers                         | Quality & Enhancement Officer (AS)                                       |
| Ms Pam Scott [Agenda Item 4.2.2]        | Senior Team Leader in Advanced Technologies, Bournemouth & Poole College |
| Mr Roger Stanley [Agenda Item 4.2.2]    | Lecturer, Bournemouth & Poole College                                    |

**1 APOLOGIES**

Apologies were received from:

|                          |   |
|--------------------------|---|
| Ms Chloe Schendel-Wilson | President 2015/16, Students' Union (SUBU) |
| Prof Tiantian Zhang      | Head of the Graduate School (GS)          |

**2 MINUTES OF THE MEETING HELD ON 10<sup>TH</sup> FEBRUARY 2016**

**2.1 Accuracy**

2.1.1 The minutes (ASC-1516-80) were approved as an accurate record.

**2.2 Matters Arising (ASC-1516-81)**

**2.2.1 Minute 2.2.1 - Marketing & Communications Annual Report – Overseas Partner Institution Website Audits**

*Ms Fernandez advised that M&C had been investigating the options for the translation of the non-English material on overseas Partner Institution websites. Various options had been identified and would be phased into the audit schedule, following discussion with the Academic Partnerships Team. Ms Fernandez was requested to provide an update to Prof McIntyre-Bhatty before the next ASC meeting in April.*

**Action Completed:** Ms Fernandez provided Prof McIntyre-Bhatty with an update on 9 March 2016. Three levels of translation methods would be used from the Spring 2016 audit onwards of international partnership publicity material. Level 1 would involve freely available Google translation tools. Should there be any query on the findings the next level of translation would involve the non-English native speakers working within the International Marketing & Student Recruitment (IMSR) team. Beyond M&C, academic or administrative staff in Faculties or Professional Services would be contacted to assist with translation. Should a substantial level of translation be required which would take over one hour to complete, this work would be paid. Should further rigour be required, an external translation agency service would be used.

2.2.2 Minute 2.2.2 – Marketing & Communications Annual Report

*Ms Fernandez advised that entry requirements would be audited in Spring each year. M&C reviewed this in January 2016 and clarified Spring UK audit items as entry requirements and the use of the BU logo. The Spring audit for overseas partners would include the use of the BU logo and name. It was unclear whether the action had been fully completed, therefore Ms Symonds would discuss the action further with Ms Fernandez.*

**Action Completed:** Ms Fernandez confirmed that the Spring audit of entry requirements and use of the BU logo/name was in progress for partner organisations as per the agreed schedule. The audit findings report would be available to the Director of M&C and the Academic Partnership Administration Manager by 18 April 2016. Ms Symonds agreed to advise the Committee of any issues identified during the audit of overseas partners.

2.2.3 Minute 2.2.3 – FASC Meeting Attendance

*The Committee was reminded of the importance of all FASC members attending meetings and therefore achieving quoracy of meetings. The number of apologies recorded in the FASC minutes was often quite significant. Attendance at future FASC meetings would be continually monitored by FASC Chairs and EDQ. It was agreed this action would be ongoing throughout the remainder of the 2015/16 academic year.*

**Action Completed:** DDEPPs confirmed that attendance and engagement had improved and attendance would continue to be monitored closely for the remainder of the 2015/16 academic year and subsequent academic years.

2.2.4 Minute 3.1.7 – Debate Item: Student Achievement and Progression: The implications of trailing fails

*The Committee requested Dr Sheridan to provide the Committee with:*

- A 5 year trend of Level C progression for those failing one unit;
- A breakdown by semester 1 and 2;
- A breakdown of the 169 students who re-enrolled after gaining only 100 2014/15 Level C credits;
- A longitudinal analysis of 2013/14 Level C through to 2015/16 to get the progression post-repeat/retake of the failed unit (the equivalent of characterising the 169 re-enrolments).

**Action Completed:** The information requested by the Committee was available via a link provided within the Actions Log as Appendix 1. No questions were raised by members with regards to the Student Population Statistics. Members were advised to contact Dr Sheridan for any further information.

2.2.5 Minute 3.2.4 – Student Populations Statistics

*Dr Sheridan agreed to carry out a further analysis of non-continuation rates, broken down by ALS categories and the date students left the University.*

**Action Completed:** The further analysis of non-continuation rates was available via a link provided within the Actions Log as Appendix 2.

2.2.6 Minute 3.2.7 – Student Population Statistics

*Dr Sheridan agreed to carry out an analysis of tariff points for withdrawals vs continuing/qualifying students.*

**Action Completed:** The analysis of tariff points for withdrawals vs continuing/qualifying students was available via a link provided within the Actions Log as Appendix 2.

2.2.7 Minute 3.2.8 – Student Population Statistics

*The paper showed some variation in the Masters outcomes by Faculty. The Chair asked DDEPPs to highlight this information at forthcoming FASC meetings as well as the numbers of First Class Degrees as detailed on page 35 of the meeting papers.*

**Action Completed:** DDEPPs confirmed that the information had been added to the agenda of each FASC meeting.

### **3 PART ONE: FOR DISCUSSION - INSTITUTIONAL MONITORING**

#### **3.1 EDQ Annual Report 2014/15 (ASC-1516-82)**

3.1.1 Mr Rogers introduced the EDQ Annual Report which had brought together a number of key areas of activity from the 2014-15 cycle, including:

- Programme Evaluation Events: review, approval, closure and modifications;
- Engagement with Professional, Statutory and Regulatory Bodies (PSRB);
- Annual monitoring and central ARFM audit;
- External Examining arrangements;
- Management of Academic Offences.

3.1.2 Actions which needed improvement or ongoing monitoring had been added to the Action Plan in Appendix 1 of the report. Mr Rogers advised there were many strengths and positive aspects of the processes, and any issues identified had been addressed or reviewed in order that process enhancements could be put into place.

3.1.3 There were currently 331 BU programmes across the University and its Partners; 44 less than two years ago. This figure included programmes that were closing but still had students remaining on them. 21.5% of all BU programmes were delivered at Partners and the number was decreasing. Following the creation of the four Faculties at the University, the total number of programmes was now relatively similar in the four areas.

3.1.4 There had been 44 evaluation events held during 2014-15 academic year involving a total of 93 programmes. During the reporting cycle, 23 new programmes had been approved and 23 programmes were closed. The number of closures was the lowest number for the monitoring period for the last five years; the number of programme closures at Partners was at its highest in the same time period. The number of modifications had reached a five year high of 73. The most common reason for modifying provision was to replace, remove or add units. The number of events currently scheduled for 2015-16 was 30; however this number was expected to change.

3.1.5 Due to the increased number of programme closures reported in the previous EDQ Annual Report for 2013-14, the Committee had requested further information on programme closures for future reports. The Committee was particularly interested in programmes which had never recruited or had closed within a short period of time after approval having only recruited one cohort. Only two programmes which closed in 2014-15 never recruited:

- BA (Hons) Hotel and Food Services Management (Level H/6 Top up award, within the School of Tourism)
- MA Adaptation (within the Media School)

All other closing programmes in 2014-15 had recruited at least 2 cohorts with many still teaching continuation students.

3.1.6 The following Partner closures took place during 2014-15:

- 5 Foundation degree programmes were closed at Bournemouth & Poole College;
- The closure of the partnership with the BRIT School was undertaken, although some discussion was taking place for further collaboration in the future;
- The remaining BU provision at Weymouth College was formally closed, although the partnership with the College remains in place.

3.1.7 The updated evaluation event and modifications processes came into effect for 2015-16, this allows for greater streamlining of the process by addressing a number of previous concerns raised by Faculties and panel members. The report detailed a number of areas requiring consideration by Faculties to help ensure a continued smooth transition to the new process.

- 3.1.8 The new process aims to engage Heads of Departments (HoDs), Department Heads of Education & Professional Practice (HoEPPs) and Administrators in the process to support programme teams and to ensure the requirements of the University's Quality Assurance and Enhancement Framework were met. Members noted that the new process requires Faculty Executive support and 'upfront' market research before new programmes were submitted to the Committee for approval.
- 3.1.9 Ms Finnes advised that an evaluation of the new process would be carried out in due course and a survey would be drawn up to obtain feedback from Faculties. A few immediate improvements had already been made to the new process and thanks were given to Faculties for their engagement and feedback already received.
- 3.1.10 With regards to the management of cross Faculty and cross Department common units, ongoing communication was vital in order to avoid difficulties arising at the point of delivery e.g. any discussion/decision by the owning Faculty not to run a unit must be managed in consultation with any other Faculty who shares the unit.
- 3.1.11 Mr Rogers reminded the Committee that the definitive documentation submitted to EDQ following approval/review/modification activity becomes the definitive central record for the programme and, with the exception of indicative sections, could not be altered without a formal modification. Version control of documentation had recently been a challenge, and work would continue to resolve the issue. The move to single Programme Specifications would help to enable an accurate curriculum build for each cohort of students in the Student Record System, and would help to maintain an accurate record of each 'cohort of students' journey through a programme.
- 3.1.12 2014-15 saw repeated chasing of final definitive documents being submitted by Faculties post evaluation event and modification. Under the new process, documents are required within two weeks of the final approval email for all approvals, reviews and modifications. This would help ensure that the Competition & Markets Authority (CMA) requirements were met and should help eliminate the issue. Prof McIntyre-Bhatty asked Mr Rogers to provide more detailed information in the report moving forward which would provide the number of issues encountered by EDQ which related to issues such as the number of late modifications, retrospective modifications, typographical errors, etc to help the Committee understand whether the new process was working well.
- Action: RR**
- 3.1.13 The number of Professional Bodies linked to Faculties was 45. The total number of individual BU programmes linked to Professional, Statutory and Regulatory Bodies (PSRBs) by Faculty was 131 in 2014-15, 97 were linked to only one PSRB and 34 to more than one. The University has very good relationships with its PSRBs, however there had been some issues during 2014-15 which could be categorised as:
- Inaccuracy of the outward facing information to applicants on the BU website related to the PSRB relationship;
  - An established PSRB relationship with a partner programme of which both the Faculty and EDQ were unaware.
- These issues had now been addressed.
- 3.1.14 All Faculties were now requested to regularly maintain and check all information was correct on the University's website. Ms Finnes advised the Committee that the University was looking into the development of a new PSRB web page as there was no information available at present. The addition of PSRB information appeared to be good practice across the sector and would be beneficial for marketing purposes. It would also feed through to the KPI/PI framework. It was noted that the number of programmes accredited or recognised had increased and would continue to be monitored.
- 3.1.15 During the consideration of the 2013-14 EDQ Annual Report at the April 2015 meeting of ASC, the Committee requested more emphasis be placed on the positive aspects of External Examiner reports. This was included in the 2014-15 report and was based on the information contained within the Faculty Quality Reports (FQRs). There were many common positive themes identified by External Examiners across University provision and Partner provision, as follows:

- The quality, usefulness and thorough student feedback on assessed work;
- The thoughtfully designed and broad and varied use of different assessment types;
- Good standards of marking and moderation with clear and transparent use of second marking;
- The inclusion of industry within the curriculum which prepares students for the working environment;
- Student support and the dedication of University colleagues;
- The standard and accessibility of resources to students;
- The professionalism of the University's Assessment Boards.

3.1.16 There were 182 External Examiners in place during 2014-15 with 193 reports being received. The total number of External Examiner reports that raised concerns in the final section was notably less than in the previous academic year: 24 compared to 36 previously. Whilst some of these concerns were as a result of a 'No' response in the final section, some also included a 'Yes' response advising that External Examiners were satisfied with the University's processes, with only slight reservations. From these 24 reports received during 2014/15, it was noted that one External Examiner had raised concerns across 3 reports which were in the process of being addressed by the Faculty. It was noted that the *ARPP 6D – Marking, Independent Marking and Moderation: Policy and Procedure* had been reviewed and republished in 2015-16 in line with External Examiner feedback. Ms Symonds confirmed that any newly published policies and procedures were brought to the attention of DDEPPs initially. An overview of the updates were also discussed at each Faculty Academic Standards Committee (FASC) meeting with the EDQ representative in attendance. Prof Phalp advised that any actions which were still ongoing for the Faculty of Science & Technology (FST) would be monitored and flagged to FASC.

3.1.17 Some External Examiners were raising the same issues in subsequent reports despite, in some instances, receiving responses from Faculty staff explaining the reasons why their suggestion had not been implemented. For the 2015-16 EDQ Annual Report these issues would be looked at in detail and recorded in a table as it was important the information was not lost and a more accurate picture could be presented and repeat issues could be identified.

**Action: RR**

3.1.18 The Committee requested Mr Rogers to remove 'Unresolved Issues' from Table 4a moving forward and to provide 'Unresolved Issues' information in a new table containing more detailed 2013-14 and 2014-15 information. Mr Rogers agreed to provide an update at the next meeting.

**Action: RR**

3.1.19 The number of Faculty Academic Offences Panels held in 2014-15 where students were found guilty of committing academic offences had increased from 55 to 61 in 2013-14. The number of University Academic Offence Boards had decreased from 8 in 2013-14 to 7 in 2014-15. During the discussion at the Quality Assurance Standing Group (QASG) meeting in March 2016, members had requested more detail on the types of students committing academic offences. For future reports, Mr Rogers agreed to provide this information moving forward.

3.1.20 The Committee were pleased to see that only 13% of the total number of academic offences were committed by Level C students in 2014-15, and hypothesised that the work carried out by Faculty staff in advising students of academic offences had perhaps helped the University to see the fewer offences from incoming students. It was hoped that this cohort of students would continue with the good practice throughout their programme of study and that any potential behavioural change would embed within the student community as new cohorts of students entered the University and were guided by Faculty staff.

3.1.21 Following discussion by QASG, members requested that the statistics provided regarding Academic Offences should be widened and an increased level of detail provided in more useful segments. For example, it was acknowledged that historically, academic offences for plagiarism tended to be higher for M-level international students. The additional information would help the University to recognise any patterns and trends which could be used to inform future work and would help with the prevention of academic offences in the future. Moving forward, Mr Rogers agreed to include an increased level of detail in the EDQ Annual Reports.

**Action: RR**

3.1.21 The Committee thanked Mr Rogers for the informative EDQ Annual Report acknowledging the extensive work required in collating all the information. The Committee also thanked Faculty staff for providing information to Mr Rogers. Overall, the level of confidence provided by over 180 External Examiners was very positive, with only a very small number of concerns (e.g. 'No' responses) requiring further action from the University.

3.1.22 **Noted:** The Committee noted the EDQ Annual Report 2014-15.

#### **4. PART TWO – FOR APPROVAL AND ENDORSEMENT**

##### **4.1 Postgraduate Taught Cross-Faculty Operations Manual (ASC-1516-84)**

4.1.1 As the University was continually increasing its cross-Faculty Postgraduate Taught (PGT) provision, a group of stakeholders had written an operational manual for all staff to refer to when working on PGT programmes in order to prevent operational issues and to support cross-Faculty models. The Committee was requested to provide feedback to Dr Osborne before the communication plan was implemented.

4.1.2 Dr Oliver commented that the diagram in Section 10 did not clearly show the first point of contact for staff members as it indicated that staff could communicate with the Programme Leader or Fusion Link Tutor. Dr Oliver stated the first point of contact should be the Programme Leader, therefore Dr Osborne agreed to update the diagram accordingly.

**Action: CLO**

4.1.3 Prof Rosser asked how the fee income would be split on cross-Faculty programmes. Dr Osborne confirmed that a costing model had been created and referenced in the manual and this had been created with the Business Accountants and Directors of Operations for new programmes. The model essentially splits student income on a percentage basis.

4.1.4 Mr Rogers advised that the PGT Cross-Faculty Operations Manual would be located within Section 5 of the *Academic Regulations, Policies and Procedure (ARPP)* rather than Section 6. Mr Rogers confirmed he would ensure the document was published appropriately.

4.1.5 It was noted that *ARPP 5C* had recently changed its name to *5C – Continuous Monitoring of Taught Academic Provision: Policy and Procedure*. Dr Osborne would update the PGT Cross-Faculty Operations Manual in Section 3, 4.5 and 8.4 accordingly.

**Action: CLO**

4.1.6 Following discussion with regards to timetabling, Dr Osborne agreed to discuss any issues with Sarah Green to ensure that the plans would continue as planned.

4.1.7 **Endorsed:** The Committee endorsed the Postgraduate Taught Cross-Faculty Operations Manual.

##### **4.2 New Programme/Framework Developments Proposals**

###### **4.2.1 Faculty of Science & Technology: Programme Development Proposal – BA (Hons) Archaeology (ASC-1516-85)**

4.2.1.1 The addition of the new pathway to the existing BSc (Hons) Archaeology would widen access to the programme by making it available and attractive to students with a background in arts and humanities. Subjects as Archaeology could be studied from both a science and arts/humanities perspective. The new BA (Hons) Archaeology programme would be attractive to those students who did not have a science qualification. Those students who did have a science background would be able to switch to the BA (Hons) Archaeology programme if they wished to study a different, less science based pathway through Archaeology.

- 4.2.1.2 Following a review of other HEIs, it was noted that most universities provided both BA and BSc pathways to their core Archaeology provision. Mr Kneller confirmed that the entry criteria for the BA programme would have the *preferred* subjects amended to generic humanities subjects. Mr Kneller also confirmed that the Faculty would discuss anticipated career choices with applicants before they chose which programme to enrol on.
- 4.2.1.3 Year 1 units would be common to both BSc and BA routes. There would be differences in core units and optional units in Year 2 between the two pathways. In Year 3, the independent research project would also reflect the focus of the two respective pathways. The Committee questioned whether students would be able to cope with the BSc programme if they did not have a scientific background and whether the BSc programme should have *required* prior science subjects rather than just *preferred* subjects. Mr Kneller confirmed that it would be difficult without any background in science, however an advice system was available to help and guide students.
- 4.2.1.4 The Committee gave approval of the proposed new programme for development, subject to Prof Phalp providing EDQ with confirmation that the FST Faculty Executive supported the new programme by adding the required detail and date of approval to the Faculty Executive Consideration and Actions Template. Prof Phalp was also requested to confirm that market research had been carried out by the University's Market Research Department and the outcomes of the market research.
- Action: KP**
- 4.2.1.5 **Approved:** The Committee gave approval of the proposed new programme for development, subject to the additional information requested by the Committee being sent to EDQ as soon as possible.
- 4.2.2 Faculty of Science & Technology: New Programme for Bournemouth & Poole College – FdSc Computing (ASC-1516-86)**
- 4.2.2.1 Ms Scott and Mr Stanley of Bournemouth & Poole College provided a summary of the rationale for their new programme proposal.
- 4.2.2.2 Bournemouth & Poole College would like to replace the FdSc Business Computing and FdSc Computing with Networking programmes with the proposed FdSc Computing programme. The two existing programmes both have the same first year units and in year two, students choose to follow either of the pathways. The second year of the two programmes differ only by two units, therefore by combining the two programmes into the FdSc Computing programme this would provide students with an opportunity to select options that would facilitate progression to the appropriate BSc top up. As the majority of students progress to BU, the College was keen to keep the progression route and ensure their programme would feed in to the Faculty of Science & Technology provision.
- 4.2.2.3 The College anticipated the programme would have two groups of 15 to 20 students. To date the number of applications received appeared to be very encouraging.
- 4.2.2.4 **Approved:** The Committee approved the proposed FdSc Computing programme for development.
- 4.2.3 Faculty of Management: Change of Title from BA (Hons) International Business and Management to BA (Hons) Global Business Management (ASC-1516-87)**
- 4.2.3.1 Dr Farquharson and Dr Birch proposed the change of title from BA (Hons) International Business and Management to BA (Hons) Global Business Management as part of a full programme review. The revised programme title was thought to be more contemporary and the revised content would reflect this too with more focus on global aspects of business and management and would help the University to expand its market.
- 4.2.3.2 It was anticipated that some units from the BA (Hons) Business Studies programme would be offered on this programme, but some may require modification to reflect the contemporary business world. The changes being made to the programme would be considered further during the development stage.

- 4.2.3.3 The Committee was concerned about using the word 'global' in the title and questioned whether prospective students would be searching for programmes with 'global' in the title. It was noted that the latest HESA data showed there were over 200 programmes available with the word 'international' included in the title and much less with 'global', although there were a number of programmes available with the title of 'International Business Management'.
- 4.2.3.4 Dr Farquharson advised that with the University moving towards global engagement, she believed the proposed title would be a positive message for students and employers. It was noted that this online programme would attract mature students where English was their second language.
- 4.2.3.5 The Committee believed the rationale provided was confusing as it was not clear whether the programme would continue as completely online or if it was to become a blended learning programme. The Committee suggested links with the Centre for Excellence in Learning (CEL) and Technology Enhanced Learning (TEL) should be made clearer. Dr Farquharson advised that she had been working with CEL regarding the rebranded version of the programme in order that students had a good student experience with state of the art global delivery.
- 4.2.3.6 A discussion took place regarding the one year optional placement and it was noted that only a small number of students had historically completed the placement. Members suggested that the provision of placements should be looked into further. Dr Farquharson confirmed that the additional learning development post which would be required had been included in the FM Delivery Plan (not yet approved). The post would also work with the MBA and would therefore ensure the quality of the provision.
- 4.2.3.7 The proposal form made reference to a partnership with the Association of Business Executives (ABE). Members were advised that ABE have a number of international centres and the students coming from there would be eligible to complete the programme as a Level 6 top up. It was noted that any proposed partnership with ABE had not yet been discussed by the International and UK Partnerships Committee (IUPC) and the exact nature of the partnership proposal required further exploration. Ms Finnes suggested that under new CMA requirements it would be preferable to manage the change of title as a new programme approval and close the existing programme at the same time, as the title change would constitute a significant change for potential applicants. Members were reminded that the University needed to be cautious of the information that applicants had already been viewing on the University's website.
- 4.2.3.8 Following consideration, members suggested that further discussions should take place within the Faculty of Management regarding the nature and detail of the proposal, since it was more than a proposed change of title. Any subsequent proposal should return to the Committee for further consideration in May 2016 or at the next appropriate opportunity. The change of title was therefore not approved.
- 4.2.4 Faculty of Health & Social Sciences: V150 Nurse Prescriber from the Community Practitioner Formulary (20 credits Level 6 and 7) (ASC-1516-88)**
- 4.2.4.1 The Faculty of Health & Social Sciences (FHSS) had been requested to develop the unit by the Dorset Healthcare University Foundation Trust (DHUFT) to enable their Community Nurses to be able to prescribe certain medications against the National Formulary. It was also envisaged that other nurses working in the community would access the programme as the need arises for them to become prescribers. The V150 will be a 20 credit unit (delivered jointly at Levels 6 and 7). For PSRB purposes it would be defined as a programme.
- 4.2.4.2 As the Standards were not being updated yet, the Nursing and Midwifery Council (NMC) had unusually approved the University to introduce the programme, following approval by the Academic Standards Committee, the programme would then be reviewed when the new Standards were available.
- 4.2.4.3 It was noted that in the first line of the third paragraph of the rationale, '2108' should read '2018'.
- 4.2.4.4 **Approved:** The Committee approved the proposed V150 Nurse Prescriber from the Community Practitioner Formulary programme for development.



#### **4.3 Programme/Framework Review Deferral Request**

##### **4.3.1 Faculty of Health & Social Sciences Deferral: V300 Independent and Supplementary Prescribing for Nurses and Midwives (ASC-1516-89)**

4.3.1.1 A further deferral of this unit was requested as the Nursing and Midwifery Council (NMC) had informed the University that the new guidelines for Independent and Supplementary Prescribing would not be available until 2017, and they would not review any of their programmes until the new guidelines had been published.

4.3.1.2 **Approved:** The Committee approved the deferral of the periodic review for a further two years from 2016/17 (for September 2017 entry) to 2018/19 (for January 2019 entry) in line with NMC requirements.

#### **5 PART THREE – FOR NOTE**

##### **5.1 Sector Consultation Update / QAA Update (ASC-1516-90)**

5.1.1 **Noted:** The Committee noted the report.

##### **5.2 Partnership Agreements (ASC-1516-91)**

5.2.1 **Noted:** The Committee noted the report.

##### **5.3 Completed Framework/Programme Reviews, Validations and Reviews for Closure (ASC-1516-92)**

5.3.1 **Noted:** The Committee noted the report.

##### **5.4 Pending External Examiner Appointments (ASC-1516-93)**

5.4.1 Prof Phalp provided an update for each section of pending External Examiner appointments.

5.4.2 The External Examiner for the MSc Archaeology programme (formerly MSc Archaeological Practice) was still awaiting formal approval, however the External Examiner is responsible for the units included in this programme under a separate title.

5.4.3 An Evaluation Event was due to take place for the Defence School of Communications and Information Systems (DSCIS) programmes. It was anticipated that a Panel Member would be the External Examiner, however the Evaluation Event had been delayed. The previous External Examiner was providing appropriate cover.

5.4.4 It was anticipated the External Examiner for the Bournemouth & Poole College programmes would be a Panel Member from the Evaluation Event, however the Panel Member had not been approved as an External Examiner, therefore the current External Examiner would extend their duties.

5.4.5 **Noted:** The Committee noted the report.

##### **5.5 External Examiner Nominations and Examination Teams for Research Degrees (ASC-1516-94)**

5.5.1 **Noted:** The Committee noted the report.

## 6 REPORTING COMMITTEES

### 6.1 International and UK Partnerships Committee Minutes (ASC-1516-95)

6.1.1 **Noted:** The International and UK Partnerships Committee minutes listed below were noted.

- 19<sup>th</sup> January 2016 (confirmed)
- 8<sup>th</sup> March 2016 (unconfirmed)

### 6.2 Partnership Board Minutes (ASC-1516-96)

6.2.1 **Noted:** The BU/Weymouth College Partnership Board (unconfirmed) minutes of 2 February 2016 were noted.

### 6.3 Faculty Academic Standards Committee Minutes (ASC-1516-97)

6.3.1 Prof Rosser advised the Committee that the FHSS had made a lot of progress on addressing the 20% failure rates in units from the previous year. With discussions at the FHSS FASC meetings now taking place, this had encouraged staff to itemise all the hard work they had been putting into looking at the assessment approach and support given to students. The Faculty was now hoping for improved results this year. Prof Rosser recommended other Faculties discuss 20% failure rates as it had been a huge benefit to the FHSS. Representatives from other Faculties confirmed that similar discussions were being held within their own Faculties.

**Action: KP/AM/BD**

6.3.2 Within the FHSS there had not been many appeals, complaints or academic offences. Those that had been received were now discussed at each FHSS FASC meeting in order to identify any patterns or to discuss any improvements which could be made.

6.3.3 **Noted:** The Faculty Academic Standards Committee minutes listed below were noted.

- Faculty of Health & Social Sciences minutes of 27 January 2016 (unconfirmed)
- Faculty of Management minutes of 27 January 2016 (confirmed) and 16 March 2016 (unconfirmed)
- Faculty of Media & Communication minutes of 25 February 2016 (unconfirmed)
- Faculty of Science & Technology minutes of 9 March 2016 (unconfirmed)

## 7. Anglo-European College of Chiropractic (AECC) Academic Development & Quality Committee Minutes (ASC-1516-98)

7.1 Mr Thorkeldsen advised that KPIs had been developed for student engagement and would be monitored and reviewed annually. AECC students had been very keen to have the KPIs in place and it had been discussed at various AECC committees. Mr Thorkeldsen agreed to provide Prof McIntyre-Bhatty, Mr James and Ms Mayo-Ward with further information regarding the work being carried out in this area at AECC.

**Action: AT**

7.2 Mr Thorkeldsen confirmed that the College was in the process of gathering information to ensure that the College met the requirements of the CMA guidelines, whereby the College was required to make information relating to any additional costs that students were expected to pay during their studies available to applicants, potential applications and current students.

7.3 **Noted:** The AECC Academic Development & Quality Committee (unconfirmed) minutes of 10 February 2016 were noted.

- 8. Graduate School Academic Board Minutes (ASC-1516-99)**
- 8.1 **Noted:** The minutes of the Graduate School Academic Board Meeting (unconfirmed) of 23 February 2016 were noted.
- 9. Any Other Business**
- 9.1 Mr James advised that he had recently attended a meeting with Ms Schendel-Wilson with 30 to 40 students. The students were concerned that their first year of study at University did not count towards their final degree classification, and some requested their first year at University to be more challenging.
- 9.2 Mr James had explained to the students that students enter University with different entry knowledge and the first year at University was designed to bring all students up to the same level before starting Level 5. However he thought it appropriate for this to be brought to the attention of the Committee.
- 9.3 The Committee suggested this issue should be discussed further within Faculties and possibly a future debate item for Senate or the Academic Standards Committee.
- 10. Date and Time of Next Meeting**  
Wednesday 25<sup>th</sup> May 2016 – 9.00am to 12.00pm in the Board Room.