# BOURNEMOUTH UNIVERSITY Confirmed

**ACADEMIC STANDARDS COMMITTEE**

**MINUTES OF THE MEETING HELD ON 31ST OCTOBER 2017**

**Present:**

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| Prof Tim McIntyre-Bhatty (Chair) | Deputy Vice-Chancellor |
| Prof Vanora Hundley (Deputy Chair) | Deputy Dean - Research And Professional Practice (FHSS) |
| Mandi Barron | Senate Representative – Head of Student Services (SS) |
| Dr Milena Bobeva | Senate Representative – Principal Academic (FM) |
| Adam Child (Secretary) | Head of Academic Quality (AS) |
| Dr Barbara Dyer | Deputy Dean – Education & Professional Practice (FMC) |
| Dr Lois Farquharson  | Deputy Dean – Education & Professional Practice (FM) |
| Ann Fernandez | Director of Marketing & Communications |
| Alex Hancox | Vice-President (Education), Students’ Union (SUBU) |
| Alan James | General Manager of the Students’ Union (SUBU) |
| Jacky Mack  | Head of Academic Services (AS) |
| Dr Kevin McGhee | Deputy Dean – Education & Professional Practice (FST) |
| Dr Corrina Lailla Osborne | Head of Academic Operations (OVC) |
| Dr Sara White  | Associate Dean Student Experience (FHSS) |

**In Attendance:**

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| Jules Forrest  | Academic Quality Manager (AS) |
| Andy Guttridge | Academic Quality Team Leader (AS) |
| Jack Guymer | Academic Quality Officer (AS) |
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| Dr Katherine Curtis [Items 5.4.1 & 5.4.2] | Head of Department Nursing & Clinical Sciences (FHSS) |
| Dr Sue Eccles [Item 5.4.4] | Senior Principal Academic (CEL) |
| Melanie Gray [Item 5.5.2] | Senior Lecturer in Advertising (FMC) |
| Professor Debbie Holley [Item 3.1] | Head of Centre for Excellence in Learning (CEL) |
| John Tarrant [Item 5.4.3] | Senior Lecturer in Operating Department Practice (FHSS) |
| Arvid Thorkeldsen [Item 4.4] | Vice-Principal Undergraduate Studies & Quality (AECC) |
| Professor Julie Turner-Cobb [Item 5.4.5] | Professor in Psychology (FST) |
| Anne Quinney [Item 3.1] | Theme Leader for Innovative Pedagogies, Assessment and Feedback (CEL) |

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| **1** | **APOLOGIES** |
| Apologies were received from: |
| Professor Alison McConnell | Professoriate Representative (FHSS) |
| Professor Elizabeth Rosser | Executive Dean (FHSS) |

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| **2** | **MINUTES OF THE MEETING HELD ON 31ST MAY 2017** |
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| **2.1** | **Accuracy** (ASC-1718-01) |
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| 2.1.1 | The Chair welcomed members to the first meeting of the 2017/18 academic year. Apologies were noted as above.  |
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| 2.1.2 | The minutes of the meeting held on 31st May 2017 were approved as an accurate record. |
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| **2.2** | **Matters Arising** (ASC-1718-02) |
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| 2.2.1 | All matters arising from the previous meeting were deemed to be complete, with the exception of those listed below. Please refer to the actions log for details of completed actions. |
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| 2.2.2 | Minute 4.1.3 (5th April 2017) Student Population Statistics*To provide a further analysis of the performance data against Widening Participation Flags and BME categories.**Analysis to be updated by end June 2017 and circulated to members.***Action delayed:** The Secretary reported that the further analysis of the performance data had been delayed as flags that did not exist in the initial dataset had to be retrospectively applied, which was not possible due to time constraints. However, it was reported that the further analysis would be incorporated in to the next Student Populations Statistics report. The Secretary was asked to investigate whether this would have an impact on the University’s Athena SWAN charter recognition.**Action: AC** |
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| 2.2.3 | Minute 4.1.5 (5th April 2017) Student Population Statistics *To expand the postgraduate classification data to include January starts and to amalgamate data from the different award types.**Analysis to be updated by end June 2017 and circulated to members.***Action delayed:** As aforementioned, The Secretary reported that the further analysis of the performance data had been delayed as flags that did not exist in the initial dataset had to be retrospectively applied, which was not possible due to time constraints. However, it was reported that the further analysis would be incorporated in to the next Student Populations Statistics report.  |
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| 2.2.4 | Minute 4.1.6 (5th April 2017) Student Population Statistics*Deputy Deans Education and Professional Practice (DDEPP) to discuss the report within their Faculty*.*The Faculty of Management (FM) reported that the data had been circulated and considered at the most recent FASC on 10th May 2017. The Faculty for Health and Social Science, the Faculty for Science and Technology and the Faculty of Media and Communications reported that the data had been circulated and would be discussed at the next FASC. The Faculties were asked to report back to the Committee in the new academic year.***Action ongoing:****FHSS:** The Committee noted that the action remained outstanding for the Faculty. It was requested that an update on relevant discussions was sent to the Chair before the next meeting on 4th December 2017. **Action: SW****FM:** The summary of the report was reviewed at the FASC meeting held 10th May 2017. The focus of discussions was about the type of students who were recruited within the Faculty and finding ways of helping new entrants to adjust to HE study and assessment cultures. **FMC:** FASC reviewed and noted the summary of the report at the meeting held on 9th May 2017, particularly in terms of the provision of ‘added value’ for FMC’s students and utilising a full range of marks. **FST:** TheDeputy Dean – Education & Professional Practice (FST) needed to clarify which meeting of FASC the summary had been discussed at. It was requested that an update was sent to the Chair before the next meeting on 4th December 2017 in order to close the action.**Action: KM** |
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| 2.2.5 | Minute 4.2.4 (5th April 2017) Academic Quality Annual Report*In order to provide added assurance, the Committee approved the report’s recommendations and requested that an update was provided at Academic Standards Committee (ASC) on 31 May 2017.**Work continues to establish the source data recording activities for Assessment Boards and Academic Offences in 2015-16;**Recommendations relating to the examination of Academic Offences data at Faculty level; consideration of a common approach for recording Academic Offences and the enhancement of practice for Panel/Board hearings will be taken forward by a work group established by Academic Quality for this area of work;**Further consideration needs to be given to how engagement activities with PSRBs may impact on curriculum development and how data may be captured to evidence this.* **Action completed:** Agenda ASC-1718-10 |
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| 2.2.6 | Minute 4.1.3 (31st May 2017) Faculty of Management Faculty Quality Audit 12 month follow up Report/Action Plan*Further details would be provided by the DDEPP for FM regarding the interdisciplinary activities taking place within the Faculty in relation to the development of the employability agenda. The DDEPP would collate data from the Programme Leaders and shared with ASC in the October 2017 meeting.***Action completed:** Agenda ASC-1718-06 |
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| 2.2.7 | Minute 5.4.2.4 (31st May 2017) Faculty of Health and Social Sciences: Programme Development Proposal: Addition of new apprenticeship pathway to BSc (Hons) /PG Dip Adult Nursing; BSc (Hons) PG Dip Mental Health Nursing; BSc (Hons) Children and Young People’s Nursing*Consideration was to be given to the approval process for new degree apprenticeships routes.***Action ongoing:** Work was ongoing to establish the various working groups and partnerships for the development of new degree apprenticeships. Whilst noting the Committee’s concerns with regards to the speed of which degree apprenticeships needed to be approved, the Secretary reported that a meeting had been arranged with the Department of Design & Engineering to discuss the requirements for converting existing provision for delivery as a degree apprenticeship. It was hoped that the outcome of the meeting would help establish the most appropriate route that would need to be taken with regards to developing new degree apprenticeships and a further update will be provided at the next meeting on 4th December 2017.**Action: AC**  |
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| 2.2.8 | Minute 5.4.2.5 (31st May 2017) Faculty of Health and Social Sciences: Programme Development Proposal: Addition of new apprenticeship pathway to BSc (Hons) /PG Dip Adult Nursing; BSc (Hons) PG Dip Mental Health Nursing; BSc (Hons) Children and Young People’s Nursing*A more detailed proposal for the degree apprenticeship in Nursing was to be bought back to the Committee for full approval once there was clarity over the content of the relevant nursing apprenticeship standards.***Action** **ongoing:** The proposal was subject to discussions as outlined above.  |
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| 2.2.9 | Minute 5.4.3.3 (31st May 2017) Faculty of Management: Change of title – BA (Hons) Retail Management to BA (Hons) Retail Marketing Management*That the proposal to develop the new to BA (Hons) Retail Marketing Management (currently BA (Hons) Retail Management) is brought back to ASC with a more detailed proposal including an outline of indicative content and unit titles.***Action completed:** The decision had been taken to withdraw the proposal as the programmes were due to undergo the programme review process during 2018. |
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| **2.3** | **Academic Standards Committee Terms of Reference and Membership** (ASC-1718-03) |
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| 2.3.1 | **Approved:** The Committee approved the Academic Standards Committee (ASC) Terms of Reference and Membership List |
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| **2.4** | **Ratification of Chair’s Action to defer periodic review of FdSc Communication Systems Management and BSc (Hons) Management Information Systems at Defence School of Communication and Information Systems** (ASC-1718-04) |
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| 2.4.1 | **Ratified:** The Committee ratified the action of the Chair in deferring periodic review of FdSc Communication Systems Management and BSc (Hons) Management Information Systems at Defence School of Communication and Information Systems (DSCIS) |
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| **2.5** | **Ratification of Chair’s Action to cease Partnership Board activity** (ASC-1718-05) |
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| 2.5.1 | **Ratified:** The Committee ratified the action of the Chair to cease Partnership Board activity with immediate effect.  |
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| **2.6** | **FM Faculty Quality Audit 12 month follow up Report/Action Plan** (ASC-1718-06) |
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| 2.6.1 | The Deputy Dean – Education & Professional Practice (FM) provided a summary of interdisciplinary activities that had developed the employability agenda across the Faculty. It was reported that the Student Talent Employability Engagement Programme (STEEP) and the Faculty Employability Awards had both been significant initiatives in terms of development. It was noted that a review group representing the Faculty was being set up to discuss how to enhance interdisciplinary work that supported enhanced employability. The group would provide clear recommendations for action and support implementation through the programme review process which was due to take place during 2018. |
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| 2.6.2 | **Approved:** The Committee approved the FM Faculty Quality Audit 12 month follow up Report/Action Plan. |
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| **2.7** | **Declarations of Interest** (ASC-1718-07) |
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| 2.7.1 | No declarations of interest were received. |
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| **3** | **PART 1: FOR DEBATE AND DISCUSSION** |
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| **3.1** | **Debate Item: Assessment for Fusion** (ASC-1718-08) |
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| 3.1.1 | As part of the ‘Year of Assessment and Feedback’, the Centre for Excellence in Learning (CEL) facilitated a discussion around the approaches to assessment and feedback at the University, in the context of sector research and known good practice in the sector, and how these incorporated into University policy and procedures.  |
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| 3.1.2 | Key themes from the discussion included: * The balance between formative and summative assessment. It was suggested that there should be an increased focus on more formative tasks rather than high-stake approaches to learning, in order for students to become more active learners and take responsibility for self-evaluation. It was considered that there was a tendency for Individual Learning Outcomes (ILOs) to be written on the basis that they would be evaluated by summative assessment at a unit level. It was suggested that consideration be given to developing a programme-level approach to assessing ILOs as it was considered that a number of ILOs were being duplicated at a unit level.
* There was some discussion about reducing the assessment burden on students, particularly as it was considered that this had the potential to increase student achievement, improve retention and progression and raise student satisfaction. One suggestion, which was welcomed by Members, was to reduce assessment word counts and embed more formative tasks. There was some debate about whether essay writing was still an essential form of assessment in all disciplines. Generally, it was considered that being able to competently write reports was still important for academia and in the workplace although the requirements may be different to a traditional essay vehicle.
* Members were in support of the proposal to develop more profession-relevant assessment to enable students to demonstrate achievement of level and programme outcomes through more innovative assessment tasks. It was considered that students did not always understand why they were required to undertake particular forms of assessment. It was suggested that assignment briefs should be revisited to more clearly articulate the relevance of assessment on future employability for students.
* The Head of CEL reported that the University’s guidelines on word count equivalence would need to be revisited in order to develop a varied and inclusive range of profession-related assessment. The current guidelines were not explicit about what equivalence could mean.
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| 3.1.3 | The Committee agreed with the proposal to revisit the principles of assessment design. There was some concern that clarity was required to provide direction for Faculties planning or currently undertaking programme review or modification. It was agreed that the next step was for CEL to review the Academic Regulations, Policies and Procedures (ARPP) relating to assessment strategy (*6C – Assessment Design, Handling and Submission*). It was requested that proposals for updates to the ARPP were brought to the next meeting of the Committee on 4th December 2017. **Action: DH** |
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| **4** | **Institutional Monitoring** |
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| **4.1** | **Marketing & Communications Annual Report** (ASC-1718-09) |
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| 4.1.1 | The Director of Marketing & Communications reported that the processes which had been put in place to ensure the accuracy of online and printed information had worked effectively during 2016/17, with no significant errors or omissions being reported for online information. However, it was noted that one error had been identified in the Postgraduate Prospectus with regards to an incorrect programme title which was being investigated.  |
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| 4.1.2 | One risk that was identified in the report related to the lack of a single source of information for programmes open to new applicants. Specifically, key data such as tuition fees, entry requirements and programme content were being held in multiple locations, which meant that data for publication had to be gathered from several places leading to potential accuracy issues. It was reported that discussions were ongoing between the Director of Marketing & Communications and the Head of Academic Services to consider possible actions to mitigate the risk moving forward. |
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| 4.1.3 | The Higher Education Funding Council for England (HEFCE) had recently issued a Good Practice Guide with regards to providing information to prospective students, based on Consumer Marketing Authority (CMA) guidance. A review of existing practices found that the University was generally compliant with the recommendations in the guide. However, it was reported that there were a few areas where improvements could be made, including to the accessibility in programme specifications and the availability of timetable information. It was suggested that the guidance should be circulated to staff as a reminder of the obligations on the University in supplying accessible information for prospective students.**Action: AF** |
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| 4.1.4 | In accordance with CMA regulations, all communications sent to prospective students relating to significant changes were audited on a quarterly basis. The outcome of the audit conducted in May 2017 revealed only minor gaps in the communications sent to prospective students. It was reported that the discrepancies in communication had been rectified retrospectively, and training had been subsequently undertaken with the Education Services Managers (ESM) to enhance the communication process moving forward. |
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| 4.1.5 | The annual audit of the University’s partners demonstrated that the majority of partners adhered to the requirements as set out in the partner marketing guide. Where there were requirements for partners to update information this was resolved quickly and without issue. Moving forward, it was reported that there were aspirations to review the current audit process by replacing the existing processes with a risk-based approach. It was noted that the recommendation was under consideration by the Director of Marketing & Communications and the Head of Academic Services.  |
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| 4.1.6 | **Approved:** The Committee approved the Marketing & Communications Annual Report.  |
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| **4.2** | **Academic Quality Annual Report** (ASC-1718-10) |
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| 4.2.1 | The Committee received the Academic Quality Annual Report, which provided a summary evaluation of evidence relating to the maintenance of academic standards in 2016/17. It was noted that the report would inform a recommendation to Senate and the University Board in advance of the Board’s sign-off of HEFCE assurance statements on quality and standards. |
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| 4.2.2 | It was reported that 94% of the expected programme-level action plans had been finalised and logged with Academic Quality. The outstanding action plans were for Postgraduate programmes where further work had been identified ahead of sign-off by the relevant Faculties. The Secretary reported that the outstanding action plans would be followed-up with the relevant Programme Leaders. **Action: AC** |
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| 4.2.3 | Data relating to academic offences indicated that there had been a 55% increase in the number of Academic Offences Panels and Boards. It was considered that the increase in itself did not represent an immediate cause for concern as it could be an indicator that the University was refining its approach to detecting and following up potential academic offences. Noting the sector’s growing concerns over academic offences, the Secretary reported that there were plans to undertake further research into sector practice ahead of a wider review of the University’s own approaches in 2018/19.  |
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| 4.2.4 | The analysis of External Examiner reports was positive, with only two of 158 reports registering a negative response in relation to one of the key quality and standard questions. It was reported that Faculties had appropriately responded to the External Examiners’ concerns and had outlined how the issues would be addressed. It had not been possible to complete a direct comparison between the questions from the previous year’s External Examiner reports as a new report template had been introduced in 2016/17. It was hoped that the new template would help to ensure that data gathered from the External Examiner reports were more useful moving forward. |
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| 4.2.5 | The Committee considered that academic standards had been maintained for the University’s academic provision during the reporting period.  |
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| 4.2.6 | **Endorsed:** The Committee endorsed the Academic Quality Annual Report 2016/17, and recommended that the report advanced to the next meeting of Senate on 1st November 2017.  |
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| **4.3** | **Annual Monitoring** (ASC-1718-11) |
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| 4.3.1 | The Committee noted the six key themes emerging from the annual monitoring process as described in the Academic Quality Annual Report. There was some discussion about how to ensure the emerging themes were being actioned or considered at the appropriate deliberative committees. It was considered that a number of themes had been noted at other committees or through other processes, and work in response was already underway in some areas. The Head of Academic Quality suggested that the next meeting of the Quality Assurance Standing Group (QASG) on 23rd January 2018 would be a good forum to establish what work had taken place in relation to the themes. The Chair requested that a report was provided to the Committee ahead of the next QASG meeting to inform members of what work was already in progress. It was suggested that identified themes could form the basis of future debate items, particularly where no work was underway in response at this stage. **Action: AC** |
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| 4.3.2 | It was reported that some of the issues raised at departmental and programme level were outside the direct scope of the annual monitoring process as they were matters for Faculty Executives, but having been logged by Academic Quality they were now available for discussion at the appropriate Executive level committees. |
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| 4.3.3 | Academic Quality planned to review and refine the annual monitoring process as this was the first iteration of the new process. Initial feedback suggested that more contextual data should be provided to support the dashboard and to revisit timescales. The Secretary reported that there would be some constraints on revising timescales due to the annual deadline for University Board reporting and the submission dates of External Examiner reports.  |
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| 4.3.4 | **Approved:** The Committee approved the Faculty-level action plans and summary review reports.  |
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| **4.4** | **Anglo-European College of Chiropractic (AECC) University College Annual Monitoring 2016/17** (ASC-1718-12) |
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| 4.4.1 | The Vice-Principal Undergraduate Studies & Quality reported that AECC had achieved a number of milestones during 2016/17, including: being awarded University College status in August 2017; undergoing a successful Higher Education Review in March 2017; and being awarded silver in the recent Teaching Excellence Framework (TEF).  |
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| 4.4.2 | AECC had proceeded to validate their Undergraduate and Postgraduate provision during 2016/17 in response to receiving Taught Degree Awarding Powers in 2016. Continuing students were given the choice to transfer to AECC or remain with the University. Accordingly, a new partnership agreement had been signed with AECC to ensure that the University retained oversight of programmes delivered in its name during the teach-out period, and to ensure that the student experience continued to be monitored in line with all other partner provider activity. |
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| 4.4.3 | The overall NSS scores were positive; however, it was reported that Assessment and Feedback, Organisation and Management, and Student Voice scores were below sector averages. The Vice-Principal Undergraduate Studies & Quality had met with the Students’ Union Academic Representative to get a better understanding of the issues and to agree on actions moving forward.  |
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| 4.4.5 | One substantive issue that had identified in the report related to External Examiners not having remote access to Semester 2 course materials prior to the assessment board, although access was provided onsite on the day of the board. The Vice-Principal Undergraduate Studies & Quality assured the Committee that a plan had been put in place to resolve the issue moving forward. |
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| 4.4.6 | It was reported that five of the six units that registered pass rates below 80% in 2015/16 now achieved pass rates above 80%. The Committee queried what action had been taken to address the unit which still had a pass rate below 80%. The Vice-Principal Undergraduate Studies & Quality reported that the unit was at Level 4 and students were required to complete a practical assessment. It was considered that failure rates were high as the type of students who were recruited were unfamiliar with the form of assessment. Nevertheless, it was reported that the unit was being reviewed again to try and improve the pass rates during 2017/18 and onwards. |
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| 4.4.7 | **Approved:** The Committee approved the AECC Partner Quality Report. |
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| **4.5** | **Yeovil College Partner Quality Report** (ASC-1718-13) |
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| 4.5.1 | The Committee received and noted the Yeovil College Partner Quality Report. No significant issues were identified. It was considered that the biggest challenge was to ensure that the student experience was protected during the teach-out periods for FdA Business and Management and FdSc Computing.  |
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| 4.5.2 | **Approved**: The Committee approved the Yeovil College Partner Quality Report.  |
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| **5** | **PART 2: FOR APPROVAL AND ENDORSEMENT** |
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| **5.1** | **Pending External Examiner Appointments** (ASC-1718-14) |
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| 5.1.1 | The Committee noted the list of pending External Examiner appointments. It was reported that of the 16 vacant Examiner appointments, nine nominations were being processed by Academic Quality, four nominations were due to be submitted to Academic Quality, and the Faculties were working to identify the remaining three Examiner appointments.  |
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| **5.2** | **External Examiner Nominations and Examination Teams for Research Degrees** (ASC-1718-15) |
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| 5.2.1 | **Ratified:** The Committee ratified the recently appointed External Examiners and Examination Teams for Research Degrees.  |
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| **5.3** | **External Examiner Termination of Appointment** (ASC-1718-16) |
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| 5.3.1 | The Committee received the request to consider the early termination of the External Examiner appointment for MSc Marketing Management. The rationale was on the basis that the Examiner had failed to submit their annual report to the University in 2014/15 and 2015/16, and was unable to attend the Assessment Board in 2016/17. It was reported that the Examiner had received numerous requests from the Faculty and Academic Quality regarding the submission of their annual reports.  |
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| 5.3.2 | **Approved:** The Committee approved the Faculty’s request to terminate the External Examiner appointment for MSc Marketing Management as it was judged that the Examiner was not fulfilling their responsibilities in a manner consistent with the standards required by the University.  |
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| **5.4** | **New Programme/Framework Developments Proposals** |
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| **5.4.1** | **Faculty of Health and Social Sciences: New Programme Proposal: BSc (Hons) Nursing Studies (International)** (ASC-1718-17) |
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| 5.4.1.1 | The report was taken as read.  |
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| 5.4.1.2 | The proposed programme was of one year’s duration and would offer overseas students, who possessed a diploma level qualification in nursing, the opportunity to gain experience of learning in a UK Higher Education environment as well as attaining a Bachelor’s degree qualification. It was reported that the programme would be offered as a top-up degree, but would not provide the necessary qualifications required for applicants to apply for registration with the Nursing and Midwifery Council (NMC). In terms of registration with the NMC, the Committee noted that the proposed programme would enable successful students to apply for registration via the overseas nursing route, where applicants would then be required to complete further tests of competence. |
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| 5.4.1.3 | It was reported that the delivery of the theoretical units would be shared with the existing BSc (Hons) Adult Nursing programme. The Head of Department, Nursing & Clinical Sciences did not foresee any challenges with regards to student numbers, particularly as it was anticipated that there would only be a small increase to existing numbers. Instead, it was considered that the shared delivery of the theoretical units would be an opportunity to enrich the student experience of both cohorts.  |
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| 5.4.1.4 | **Approved:** The Committee approved the proposed BSc (Hons) Nursing Studies (international) programme for development.  |
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| **5.4.2** | **Faculty of Health and Social Sciences: New Programme Proposal: MSc/PG Diploma Physician Associate Studies** (ASC-1718-18) |
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| 5.4.2.1 | The report was taken as read.  |
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| 5.4.2.2 | The inclusion of ‘Studies’ in the proposed programme title was queried. It was reported that the analysis of Market Research demonstrated that the proposed title was the most typical title used across competitors, including a number of well-established Higher Education Institutions (HEIs).  |
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| 5.4.2.3 | There was some discussion about the proposed tuition fees as these were above the average fees for a UK Masters degree. It was reported that the proposed fees of £9,250 per annum were in line with competitor programmes. It was noted that the final decision on the amount that could be charged to students would fall to the Fees Board.  |
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| 5.4.2.4 | **Approved:** The Committee approved the proposed MSc/PG Diploma Physician Associate Studies programme for development.  |
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| **5.4.3** | **Faculty of Health and Social Sciences: New Programme Proposal: BSc (Hons) Operating Department Practice** (ASC-1718-19) |
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| 5.4.3.1 | The report was taken as read.  |
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| 5.4.3.2 | The Committee queried whether recruitment for the proposed programme would be viable, given that students were only required to gain a Diploma in Higher Education in Operating Department Practice to be eligible for registration with the Health & Care Professions Council (HCPC). The Senior Lecturer in Operating Department Practice reported that he had received an increasing number of queries at Open Days about why the University was not offering a Bachelor’s degree in Operating Department Practice, especially as an increasing number of HEIs were either delivering or planning to deliver a Bachelor’s degree. It was considered that a delay in changing the award would result in the University lagging behind the sector, increasing the risk of being perceived less favourably in the marketplace. |
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| 5.4.3.3 | The Committee queried if employment prospects would be affected by the change to offering a Bachelor’s degree. The Senior Lecturer in Operating Department Practice reported that the addition of a third year would add significant graduate value by revisiting the curriculum to meet workforce needs.  |
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| 5.4.3.4 | **Approved:** The Committee approved the proposed BSc (Hons) Operating Department Practice programme for development.  |
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| **5.4.4** | **Faculty of Media and Communication: New Programme Proposal: BU-wide EdD** (ASC-1718-20) |
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| 5.4.4.1 | The report was taken as read.  |
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| 5.4.4.2 | The proposal was to build on the success of the existing Doctor of Education (EdD) Creative and Media programme by expanding provision to develop four discipline pathways, covering each Faculty. Students would be grouped into a single cohort during the initial teaching phase, and would then be assigned to a relevant Faculty during the research phase.  |
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| 5.4.4.3 | There was some discussion about the involvement of Faculties in supporting the delivery of the proposed programme. It was envisaged that a small team would be responsible for managing the design and delivery of the taught units during the initial teaching phase, with input from guest lecturers as appropriate. Faculties would then be responsible for providing Supervisory Teams during the research phase. Although CEL would be responsible for developing the proposed programme, it was anticipated that development would involve collaboration with the Faculties.  |
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| 5.4.4.4 | Some concern was raised that Faculties might not always have the capacity to supervise doctoral students in education in terms of time and expertise in education research. The Senior Principal Academic (CEL) reported that the commitment of Supervisory Teams would be far less time consuming in comparison to traditional doctoral students as there would be a requirement for students to complete a full research proposal before being able to progress to the research phase. It was suggested that Faculties could be engaged with the programme from an earlier point to help students develop their research proposals, which would help reduce the risk of Faculties not being able to supervise doctoral students due to limited expertise in education research.  |
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| 5.4.4.5 | Noting the proposal to deliver credit-bearing units at Level 8, the Secretary advised that preparatory work relating to curriculum design would need to be conducted before development commenced as the proposal would be the first time the University had validated credit-bearing units at Level 8. It was considered that this was an issue across the sector and the University would therefore be required to develop a credit framework that stood up to external scrutiny. It was however noted that professional Doctorates often included taught modules at Level 7, as was the practice for the existing EdD at the University and the proposal could be revised to reflect this.  |
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| 5.4.4.6 | **Not approved:** Following discussions, the Committee agreed not to approve the proposed University-wide EdD. It was requested that preparatory work relating to the award of Level 8 credit was conducted before the proposal was reconsidered by the Committee. **Action: AC/SE** |
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| **5.4.5** | **Faculty of Science and Technology: New Programme Proposal: MSc Health Psychology** (ASC-1718-21) |
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| 5.4.5.1 | The report was taken as read.  |
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| 5.4.5.2 | The Committee queried whether there were any planned collaborations with the Faculty of Health and Social Sciences, given that there was substantial expertise in the Faculty with regards to health related programmes. The Professor in Psychology (FST) reported that whilst there had been no initial collaborations, it was anticipated that guest lecturers would be invited from the Faculty to help support the delivery of the programme.  |
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| 5.4.5.3 | The Professor in Psychology (FST) was asked about the employment prospects for graduates. It was reported that Health Psychology was a well-established field within the broader profession of Psychology. A number of graduates worked in a variety of health related medical settings, or utilised their Masters degree as a basis for application to a doctoral programme or to advance onto a Clinical Psychology professional doctoral programme.  |
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| 5.4.5.4 | The Deputy Chair advised that particular consideration would need to be factored in to the research project to ensure that students who were collecting data from health related settings had the appropriate support; for example, in receiving NHS ethics and Health Research Authority (HRA) approval.  |
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| 5.4.5.5 | **Approved:** The Committee approved the proposed MSc Health Psychology for development.  |
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| **5.5** | **Programme/Framework Review Deferral Requests** |
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| **5.5.1** | **CONFIDENTIAL PAPER: AECC/FHSS: Deferral of Review: BSc (Hons) Clinical Exercise Science** (ASC-1718-22) |
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| 5.5.1.1 | An early review was initially recommended for the programme as an outcome of a student complaint received in September 2016. Although significant improvements had been made to the programme to address the student complaint, the Faculty had since taken the decision to close the programme which was delivered under the shared delivery model with AECC. It had been agreed that the September 2017 enrolments would be the last intakes and a teach-out period would commence for all students on the programme. It was reported that a review for closure meeting would be arranged accordingly to ensure the provision remained current and the student experience was protected during the ‘teach-out’ period.  |
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| 5.5.1.2 | **Approved:** The Committee approved the request to defer periodic review of BSc (Hons) Clinical Exercise Science. |
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| **5.5.2** | **Faculty of Media and Communication: Request for Early Review: BA (Hons) Marketing Communications; BA (Hons) Advertising; BA (Hons) Public Relations** (ASC-1718-23) |
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| 5.5.2.1 | The Deputy Dean – Education & Professional Practice (FMC) noted that the proposal was well supported by the Faculty, and was a very pragmatic response to Market Research which indicated that the current programmes would be less attractive to applicants from 2018/19 and beyond.  |
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| 5.5.2.2 | **Approved:** The Committee approved the request for early review for BA (Hons) Marketing Communications, BA (Hons) Advertising and BA (Hons) Public Relations.  |
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| **6** | **PART 3: FOR NOTE** |
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| **6.1** | **NSS Results** (ASC-1718-24) |
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| 6.1.1 | **Noted:** The Committee noted the NSS Results for 2017.  |
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| **6.2** | **New Partnership Agreements** (ASC-1718-25) |
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| 6.2.1 | **Noted:** The Committee noted the new partnership agreements.  |
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| **6.3** | **Completed Programme Reviews, Validations and Reviews for Closure** (ASC-1718-26) |
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| 6.3.1 | **Noted:** The Committee the report.  |
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| **6.4** | **Bournemouth & Poole College QAA Higher Education Review** (ASC-1718-27) |
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| 6.4.1 | **Noted:** The Committee noted the BPC QAA Higher Education Review. |
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| **6.5** | **AECC QAA Higher Education Review (Alternative Providers)** (ASC-1718-28) |
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| 6.5.1 | **Noted:** The Committee noted the AECC QAA Higher Education Review. |
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| **7** | **REPORTING COMMITTEES** |
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| **7.1** | **Terms of References for Committees reporting to ASC** (ASC-1718-29) |
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| 7.1.1 | Minor enhancements had made to the Faculty Academic Standards Committee (FASC) Terms of Reference. Specifically, changes had been made in relation to the oversight of Professional, Statutory and Regulatory Body (PSRB) activity and to reflect updates to the new annual monitoring process.  |
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| 7.1.2 | **Noted:** The Committee noted the following Terms of References for Committees reporting to ASC:* Faculty Academic Standards Committee
* International & UK Partnerships Committee
* Quality Assurance Standing Group
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| **7.2** | **International & UK Partnerships Committee Minutes** (ASC-1718-30) |
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| 7.2.1 | **Noted:** The Committee noted the International & UK Partnerships Committee minutes of 18 July 2017 (confirmed).  |
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| **7.3** | **Quality Assurance Standing Group Minutes** (ASC-1718-31) |
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| 7.3.1 | **Noted:** The Committee noted the Quality Assurance Standing Group minutes of 18th September 2017 (unconfirmed).  |
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| **7.4** | **Partnership Board Minutes** (ASC-1718-32) |
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| 7.4.1 | **Noted:** The Committee noted the following Partnership Board minutes:* DSCIS minutes of 27 June 2017 (confirmed)
* AECC minutes of 28 June 2017 (confirmed)
* BPC minutes of 28 June 2017 (unconfirmed)
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| **7.5** | **Faculty Academic Standards Committee Minutes** (ASC-1718-33) |
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| 7.5.1 | **Noted:** The Committee noted the Faculty Academic Standards Committee Minutes:* FHSS FASC minutes of 31st May 2017 (confirmed)
* FHSS FASC minutes of 4th October 2017 (unconfirmed)
* FM FASC minutes of 5th July 2017 (confirmed)
* FM FASC minutes of 4th October 2017 (unconfirmed)
* FMC FASC minutes of 27th June 2017 (unconfirmed)
* FMC FASC minutes of 4th October 2017 (unconfirmed)
* FST FASC minutes of 21st June 2017 (confirmed)
* FST FASC minutes of 4th October 2017 (unconfirmed)
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| **8** | **Joint Academic Board Minutes** (ASC-1718-34) |
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| 8.1 | **Noted:** The Committee noted the Joint Academic Board minutes of 3rd July 2017 (unconfirmed). |
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| **9** | **ANY OTHER BUSINESS** |
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| 9.1 | None.  |
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| **10** | **DATE AND TIME OF NEXT MEETING** |
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| 10.1 | Monday 4 December 2017 at 1.00 pm in the Board Room |