

## PROGRAMME APPROVAL COMMITTEE

### UNCONFIRMED MINUTES of the Eighth Meeting of the Programme Approval Committee in the 2020-21 Academic Session, held on Wednesday 23<sup>rd</sup> June 2021 on Microsoft Teams

#### Present

Jane Roscoe (Chair)	Deputy Vice-Chancellor, VCO
Charlie Tennant (Executive Officer)	Quality Lead (Programmes)
Nick Hand	DPI, Faculty of Business
Kristina Masuwa-Morgan	DLT, Faculty of Engineering and Science
Ian Tharp	Interim DLT, Faculty of Education, Health and Human Sciences
Hilary Orpin	Director of Strategic Development, Education, FEHHS
Sophie Clements	Curriculum Records Officer, SAS
Constantinos Ierotheou	DLT, Faculty of Liberal Arts and Sciences
David Puplett	Head of Library Services, ILS
Etienne Pretorius	Assistant Director of Finance (Management Information), Finance
Zoe Pettit	Head of School, Humanities and Social Sciences, FLAS
Jenny Marie	Head of Academic and Learning Enhancement, ILS
Debbie Grossman	Planning and Statistics Analyst, PAS
Sam Mujunga	Academic Representation Manager, GSU
Mayo Femi-Obalemo	GSU Officer, GSU
Vegard Iversen (in attendance)	Head of Livelihoods and Institutions, NRI, FES
Steve Woodhead (in attendance)	Director of International Pathways, VCO
Chris Bustin (in attendance)	Associate Director, Global Greenwich, CRD

#### Apologies for Absence

Heidi King	Director of Communications and Recruitment, CRD
Karen Brough	Assistant Director of Student Registry, SAS
Simon Lewis	Director of Strategic Planning and Business Intelligence, PAS

#	Item	Paper Ref.
<b>1.</b>	<b>Welcome and Apologies for Absence</b>	
	The Chair welcomed the Committee members to the eighth meeting of the Programme Approval Committee in the 2020-21 academic session.	
<b>2.</b>	<b>Minutes of the previous meeting</b>	
<b>2.1</b>	<b>Minutes of the previous PAC meeting held 26<sup>th</sup> May 2021</b>	<b>PAC 20.133</b>
	The minutes of the PAC meeting held on the 26 <sup>th</sup> May 2021 were agreed as an accurate record of the proceedings.	

### 3. Matters Arising from the Minutes of the Previous Meeting

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**PAC 20.120-121 refers.** FES sought a chairs action following their revisions to paperwork for LSEC programmes, particularly with respect to clarifying whether the programmes will be on a franchise or QA-only basis. Finance signed off the business plans also. The chair's action was approved.

**PAC 20.122-123 refers.** FES had sought sign-off from Finance and they have confirmed they are happy with the business plan. A chair's action was taken to authorise the programme for approval.

**PAC 20.123 refers.** Quality Lead (programmes) has now scheduled a meet with the chair of PAC to discuss the number of proposals requiring chair's actions outside of committee meetings and ways to address this.

**PAC 20.125 refers.** Associate Director (Global Greenwich) has spoken with the international Compliance team regarding the proposed sandwich mode for the BSc H Computer Science suite of programmes at UGIC and a flag has been set on the programmes indicating they are to be recruited to via internal transfer only.

**PAC 20.132 refers.** FEHHS has now confirmed to CRO the endorsements, start month and mode of study for the PGDip Enhanced Professional Practice programme.

### 4. Chair's Actions

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The Chair confirmed to committee members, the actions taken outside of the meeting between the 26<sup>th</sup> May 2021 and 23<sup>rd</sup> June 2021 meeting. A list is provided below.

- FBUS: Reinstatement of MSc Finance and Investment (Greenwich-Massey) – 07.06.2021
- FES: FdEng Civil Engineering, FdEng Electronic and Electrical Engineering, Mechanical Engineering, Civil Engineering (Extended), Electronic and Electrical Engineering (Extended), and Mechanical Engineering (Extended) programmes at LSEC authorised for approval – 14.06.2021
- FES: MSc Biotechnology (MSA) authorised for approval – 14.06.2021

### 5. New Proposals

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#### University of Greenwich International College (UGIC)

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#### 5.1 Request to make permanent the November entry month on UGIC programmes

*PAC 20.134*

DIP confirmed the background to this request reminding the committee that it agreed to introduce a November intake to all UGIC programmes for November 2020. This was a successful addition in terms of student recruitment and student experience. DIP confirmed the costs are minor and incremental, and that this will result in additional royalty revenue from UGIC.

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FLAS requested that recruitment be monitored so that it does not impede on level 4 on-campus Computing recruitment.

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**Faculty of Business**

**5.2 New Programme Proposal: MA and MBA Finance**

**PAC 20.135-  
136**

FBUS confirmed the programme will be based on existing modules drawing mostly from the existing MSc suite of programmes in FBUS' Accounting and Finance department. This would be an attractive title especially for the South Asian market and this has a placement included in line with the very successful MBA International Business programme. A fallback award will be in the form of an MA if students do not undertake a placement. The Faculty doesn't envisage this competing with its own MSc Finance suite of programmes thought it may do so with the MBA International Business, however it will attract more students overall due to the inclusion of Finance in the title. The concerned department has asked for a recruitment limit in the first instance, and the International Office is confident in hitting it easily.

PAS asked whether the fallback award issue regarding visa complications has been considered. CRD confirmed this programme was to be set-up in the same way as the MBA International Business as a full resolution is yet to be found but whatever the final solution is, it will be applied to MBA programmes and those with a similar set-up. PAS will be informed of the solution.

ILS asked about the support for students finding placements. FBUS confirmed the Faculty has support already through the Business School Employability Office (BSEO) and there are 0 credit weighting modules which help students find and prepare for their placements. ILS confirmed that support in terms of library resources is dependent on news regarding budgets next session but if that is not sufficient then it may be difficult to support the programme. ILS are happy to support but remarked they will need to work closely with module and programme leaders due to the scale of student numbers. ILS took a paper to LQSC recently to highlight the complexity and challenges currently with resourcing libraries fully – ILS would be happy to bring said paper to a future PAC meeting.

GSU echoed the point on support. GSU found many MBA students coming forward to remark that they had not found a placement. Some did not know how to find a placement or were unsure which colleagues to contact. Some students were not engaging with their placement and seemed to not understand the severity of not doing so.

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FES added conversations were needed on structures and support for students getting or losing a placement, and particularly over the past year due to the pandemic. The Chair responded to say they will keep these challenges in mind going forward

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**Action: Quality Lead (Programmes) to discuss with Head of Library Services and Chair of PAC putting an item on a future PAC agenda to highlight library resourcing complexities and challenges**

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**Faculty of Engineering and Science**

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<b>5.3</b>	<b>New Programme Proposal: MSc Transformative Change for Sustainable Development (TC4SD)</b>	<b>PAC 20.137-139</b>
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FES confirmed internal discussions involving the concerned department within NRI, new and existing academic staff resulted in strong buy-in from all. The department has grown in size and capacity for teaching. The proposal fits with NRI's ambition to diversify and they have not yet had a programme within the social sciences.

FBUS remarked that the case was clear but questioned the accuracy of the list of competitors for example SOAS, Surrey and Sussex. NRI responded to say their world class academic staff is a big draw for students. FLAS agrees on the list of competitors – institutions like SOAS' market share has dropped in recent years.

ILS asked about the possibility of involving students from across the University. NRI said the optional modules cover this and different themes that the current generation of students are passionate about.

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<b>5.4</b>	<b>New Programme Proposal: BSc H Food, Nutrition and Enterprise</b>	<b>PAC 20.140-141</b>
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FES introduced the proposal to say that it builds on a successful PGT level programme on offer in this subject area. Within NRI there is currently no direct undergraduate offering and the nearest closely related programme is more scientific. This would be the first of a suite of programmes the Faculty will develop overtime to support the research, enterprise and consultancy areas. The chair asked if this proposal was supported by shared modules in other Faculties. FES confirmed there would be no shared teaching and that this would be covered internally due to existing management expertise within the Faculty.

CRD commented that research was not showing employment demand and that the MSc's success is recent and due to specific reasons. CRD added the

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preference would be to set the programme up as a degree apprenticeship. UK Student Recruitment have found it difficult to find a strong market for this. The chair concluded to say there was still some opportunity to work with the Faculty of Business and the conversation on an apprenticeship model may need to continue.

**Action: FES to work with CRD to refine the BSc H Food, Nutrition and Enterprise proposal further**

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**Faculty of Education, Health and Human Sciences**

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**5.5 New Programme Proposal: QTS Only (Teacher Apprenticeship) (Secondary Education – English) PAC 20.142**

The Faculty confirmed this was simply the addition of a new programme code for reporting purposes.

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**Action: FEHHS to supply paperwork with complete signatures to the PAC secretary**

**5.6 New Programme Proposal: MSc Global Health Management PAC 20.143**

FEHHS commented this was triggered by feedback from CRD regarding a potential opportunity in this area. The programme focuses more on specific areas within the broader subject area of Global Health. There is overlap with the MSc Global Public Health programme but there is enough distinctive content to justify a standalone new programme. The programme will run in the first year with a 12 week internship opportunity and the Faculty will review the viability of taking this element further.

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**6. Programme changes**

No programme changes were submitted for consideration by the committee

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**7. Papers to consider**

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**7.1 Portfolio Key Planning Dates for 2021-22 PAC 20.145**

Quality Lead (Programmes) and CRO presented the key planning dates for 2021-22 to the committee and explained that it has taken into account the new timelines for the programme approval process. The document will be published on the Quality Assurance webpages.

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<b>8.</b>	<b>Discontinuations</b>	
	The committee received a list of discontinuation proposals which had been checked by CRO ahead of the meeting. Details of each are outlined below.	<i>PAC 20.146</i>
	<b>Faculty of Business</b>	
	<b>Discontinuation of Mode:</b> P14126 BA H Business Management and Leadership – part time	
	<i>APPROVED to be discontinued with effect from 2021/22</i>	
	<b>Faculty of Engineering and Science</b>	
	<b>Suspension:</b> P13544 HND Construsction (Mid Kent) P13545 HND Civil Engineering (Mid Kent) P13551 HNC Electronic Engineering (Mid Kent) P14037 MSc Advanced Chemical Engineering with Industrial Practice	
	<i>APPROVED to be discontinued with effect from 2021/22</i>	
<b>9.</b>	<b>Programme Approval and Review Reports</b>	
<b>9.1</b>	<b>Programme Approval: MSc Interprofessional Healthcare Simulation</b>	<i>PAC 20.147</i>
	<i>APPROVED</i>	
<b>9.2</b>	<b>Programme Approval: FdSc Nursing Associate (OfS) (Truro and Penwith)</b>	<i>PAC 20.148</i>
	Congratulations were given to the team in the School of Health Sciences regarding the positive response received from the NMC.	
	<i>APPROVED</i>	
<b>9.3</b>	<b>Programme Approval: International Foundation Diploma in Business (OILC) and International Foundation Diploma in Accounting and Finance (OILC)</b>	<i>PAC 20.149</i>
	<i>APPROVED</i>	
<b>10.</b>	<b>Programme Approval and Review Condition Responses Signed (to note)</b>	
	There were no signed condition responses to note	
<b>11.</b>	<b>Any Other Business</b>	
<b>11.1</b>	<b>FES: Ford partnership</b>	
	FES confirmed they are finalising a partnership arrangement with Ford so wish to reinstate their FdE Mechanical Engineering. Ford wish to develop programmes with skillsnet and they are phasing out their relationship with Warwick and want to move to working with Greenwich. The first cohort will likely be 20 students and would be direct entrants to year 2 of the	

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programme. ILS asked if there would need to be any structural changes to the programme – FES confirmed there would need to be changed. FES added this would be a subcontracted programme.

The chair said the changes would need some scrutiny and is happy for that to be handled via chair's action.

**Action: FES to send the required programme reinstatements and structure changes to the PAC secretary for scrutiny and to organise a chair's action**

The chair said the changes would need some scrutiny and is happy for that to be handled via chair's action.

### **11.2 Proposals for Finance scrutiny**

The Assistant Director of Finance requested that they be copied into e-mails along with the relevant Business Partner when Faculties send through proposals for Finance checking.

### **11.3 Note from chair on paperwork**

The chair requested that from this point forward colleagues make use of the published programme proposal paperwork. Any proposals submitted using the old paperwork will be rejected.

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## **12. Date and Time of Next Meeting**

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Next meeting date: 06<sup>th</sup> October 2021

Deadline for papers: 27<sup>th</sup> September 2021 @ 12.00pm

The PAC secretary highlighted the 2021-22 meeting dates for the Programme Approval Committee. These are as below.

<b>Programme Approval Committee date</b>	<b>Deadline for Papers</b>
<b>06<sup>th</sup> October 2021</b>	<b>27<sup>th</sup> September 2021 @ 12.00pm</b>
02 <sup>nd</sup> December 2021	22 <sup>nd</sup> November 2021 @ 12.00pm
26 <sup>th</sup> January 2022	17 <sup>th</sup> January 2022 @ 12.00pm
24 <sup>th</sup> February 2022	14 <sup>th</sup> February 2022 @ 12.00pm
27 <sup>th</sup> April 2022	18 <sup>th</sup> April 2022 @ 12.00pm
25 <sup>th</sup> May 2022	16 <sup>th</sup> May 2022 @ 12.00pm
22 <sup>nd</sup> June 2022	13 <sup>th</sup> June 2022 @ 12.00pm