

# CONFIRMED

## LIVERPOOL HOPE UNIVERSITY

### ACADEMIC COMMITTEE

#### Minutes of the Meeting held on Wednesday 27<sup>th</sup> February 2019

**PRESENT:** Revd Canon Professor K Newport (Chair), Dr P Haughan (Vice Chair)  
Ms S Cronin, Professor S Davismoon, Mr F Doolin,  
Professor O Khaiyat, Professor G Mair,  
Professor I Vandewalle, Dr C Walsh

**By Invitation:** Mr C Leyland, Ms S Meir, Ms J Blackmore

**Apologies:** Ms C Harvey, Professor A Nagar

**Secretariat:** Mr D Dykins

#### 1. Minutes of the previous meeting

Members had received the minutes of the meeting on 24th October. 2018 These were **APPROVED** as an accurate record.

#### 2. Matters Arising

##### Faculty External Examiner Report (Science) and Dean's Response

Members had received the Faculty External Examiner Report and Response.

#### 3. Academic Curriculum

##### i) Course Approval Process

Dr Haughan advised that she was nearing the end of a comprehensive review of all the University's QA processes, including course approval, so that they were re-aligned to the new Quality Code. The course approval process will be fully online and cover all types of approvals, including CPD.

##### ii) Course Approvals (Validations and Revalidations)

The following courses have completed the approval process: MA African Christianity (Feb 2019 start); MA Business Operations & Logistics Management (2019/20 start); MA Strategic Leadership (2019/20 start); MA International Economics and Finance (2019/20 start); MA Marketing Management (Jan 2019 start); IMBA (Jan 2019 start); MA Human Resource Management/Development (2019/20 start)

##### iii) New Programme Proposals

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Members had received for information details of the following programmes: BSc and MSci Clinical Sciences for October 2019; BSc Artificial Intelligence; BSc Artificial Intelligence including Year in Industry; MSci Artificial Intelligence; MSci Artificial Intelligence including Year in Industry; BSc Geography Suite; MEd Professional Practice; CPD Advanced Coaching and Mentoring.

Professor Newport said that the CPD modules would form the basis of a PGCert in Advanced Coaching and Mentoring which was being expedited in order to provide a response to Ofsted around NQT resilience.

Professor Vandewalle queried the title of one of the courses in the BSc Geography Suite, the BSc Environmental Change and Tourism, suggesting that Environmental Change was not a recognised title.

**Action:** Ms Blackmore to consult within the Faculty and report to the next Academic Committee on the BSc Environmental Change and Tourism title.

### **Curriculum Overviews**

Dr Walsh reiterated her request for Faculties to consider offering more courses with a part-time option as this could be used as part of the University's widening participation strategy. It was agreed that FEOs would ask Faculty Boards to provide a rationale for **not** offering PGT and UG programmes with a part-time option. It was also noted that the Overviews were in a more user-friendly spreadsheet which included CPD as a separate tab.

**Action:** FEOs to ask their Faculty Boards for a rationale for each UG or PGT course not offering a part-time option; and to report back at the next meeting of Academic Committee

Professor Khaiyat questioned the current timeframe for proposals, where new courses were being expedited causing issues with promotion and timing of applications. Dr Haughan stressed that ideally a much longer lead in would be standard, but that some new proposals may need to truncate this in order to capture applicants early. She said she would be recommending a standard timeline; any proposals that wish to override this would need to justify why this is necessary.

#### iv) Education Curriculum Overview

Members received the updated Curriculum Overview for 2019/20 for Education. Ms Meir noted that PGCE Drama might still recruit.

#### v) Science Curriculum Overview

Members received the updated Curriculum Overview for 2019/20 for Science.

#### vi) Arts & Humanities Curriculum Overview

Members received the updated Curriculum Overview for 2019/20 for Arts & Humanities. Professor Newport noted it had been agreed that BA Christian Theology would be retitled BA Theology, and an MA by research, MA(Res), would be introduced. Mr Leyland highlighted the increase in the number of courses which allowed progression from the Foundation Year.

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## 4. External Examiner Nominations

### (i) Nominations

Members had received for consideration the following new nominations and extension of tenure/reallocation of duties:

Subject	Name	Institution	Commence	Comments
MA African Christianity	Dr Catherine Ross	Ripon College	January 2019	RECOMMENDED FOR APPROVAL
MA Education and Interdisciplinary Studies (and CPD/Education Prof Practice modules)	Dr Alpesh Maisuria	University of East London	April 2019	RECOMMENDED FOR APPROVAL
PGCert SpLD	Dr Helen Curran	Bath Spa University	September 2019	RECOMMENDED FOR APPROVAL

Subject	Name	Nature of Request
BA Popular Music	Dr Robert Wilsmore	<i>Reallocation of Duties</i>

All new proposals, and the proposal to reallocate duties, were **RECOMMENDED FOR APPROVAL** to Senate.

### (ii) External Examiners working at the University; University Staff External Examiner Appointments at other institutions

Members had received a comprehensive list of External Examiners currently working for the University, as well as a list of University Staff working elsewhere as External Examiners. Ms Meir noted that Examiners for the Foundation Year were included on the Education Faculty list. Mr Leyland highlighted a potential clash with Dr Marsh examining for UCLAN with one of their staff working as an examiner for the University. However, members were reassured that, as the appointment was ending in July, and the courses were effectively quarantined, there was no conflict of interest.

Dr Haughan said that Advance HE were running a project on training and improving the quality of external examining, and that there may be an opportunity for University staff to be involved.

## 5. Collaborative Provision Sub-Group

### Collaborative Provision Sub-Group 12th February 2019

Ms Cronin said that the meeting had mainly focussed on streamlining processes with an annual summary review of each partnership.

Professor Newport noted a request he had received from the Dubai authorities regarding a formal report on the quality of provision relating to the University's courses being delivered in the Emirate.

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## 6. Registrar's Advisory Group

Members had received for information the minutes of the meeting of RAG held on 12th December 2018. Dr Walsh said the group were focussing on student success, in particular students who could not progress due to one failed assessment. Dr Haughan said that she was in discussion with the Vice Chancellor over this matter.

## 7. Registrar's Business

Members had received the Registrar's summary document which included minor amendments to regulations and conventions/guidelines. The document detailed amendments to the Appeals Policy to align with good practice guidance from the OIA and the setting up of a review panel where there was evidence to question NARIC guidelines. There were also amendments to the CPD handbook.

Members had received the Draft Schedule for Postgraduate Taught Examiners Meetings.

Members **RECOMMENDED FOR APPROVAL** to Senate the amendments detailed in the summary document and the Draft Schedule for PGT Examiner Meetings.

## 8. Recruitment and Admissions Policy

Members had received the amended Recruitment and Admissions Policy, which included minor amendments to clarify English language requirements for courses.

Members **RECOMMENDED FOR APPROVAL** to Senate the revised Recruitment and Admissions Policy.

## 9. Faculty Boards

### (i) Arts & Humanities Faculty Boards

Members had received for information the minutes of meetings held on 21<sup>st</sup> November 2018 and 30<sup>th</sup> January 2019.

### (ii) Education Faculty Boards

Members had received for information the minutes of meetings held on 10<sup>th</sup> October 2018 and 17<sup>th</sup> December 2018.

### (iii) Network of Hope

Members had received for information the minutes of the meeting held on 7<sup>th</sup> November 2018 and 30<sup>th</sup> January 2019.

## 10. Alternatives to a Standard LHU Degree

Members had received Dr Haughan's paper, the first part of which gave a number of models which would allow the introduction of major/minor options on certain undergraduate courses. She noted that Rectorate Team had favoured model C, which gave students the option of switching to 120 Level H Single Honours Credits providing

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that the Single Honours option was already available. Additionally, Level C and I blocks omitted should not be prerequisites for undertaking both blocks in one subject at Level H. Certain accredited professional qualifications would also be precluded. Dr Haughan said that she would be approaching each Head of Department to ascertain which courses were viable as major/minor under these constraints.

Members **RECOMMENDED FOR APPROVAL** to Senate the provision of Major/Minor courses from September 2019 for existing students. It was agreed that this would be marketed separately to new applicants.

The second part of Dr Haughan's paper concerned placement opportunities and their importance to the marketing strategy and employment opportunities. It recommended that where practicable a full-year placement should be offered between Levels I and H, creating a four-year course.

Members **RECOMMENDED FOR APPROVAL** to Senate the provision of a "with placement year" for all appropriate undergraduate courses from September 2019

Dates for next meetings:

### **Academic Committee**

- Wednesday 29th May 2019 2.15 pm