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LIVERPOOL HOPE UNIVERSITY

ACADEMIC COMMITTEE

Minutes of the Meeting held on Wednesday 29th May 2019

PRESENT: Revd Canon Professor K Newport (Chair), Dr P Haughan (Vice Chair)
Professor S Davismoon, Ms C Harvey, Professor O Khaiyat,
Professor G Mair, Professor A Nagar, Professor I Vandewalle,
Dr C Walsh

By Invitation: Mr C Leyland, Ms S Meir, Mr M Pringle (item 8ii), Ms N Dermott

Apologies: Ms S Cronin

Secretariat: Mr D Dykins

1. Minutes of the previous meeting

Members had received the minutes of the meeting on 27th February 2019. These were **APPROVED** as an accurate record.

2. Matters Arising

i) Course Approval Process and QA

Dr Haughan said that she had almost finished updating the Quality pages of the website which should be ready to go live by the end of this month. The full version of the Course Approval process will be completed over the summer in time for the next academic year.

ii) BSc Environmental Change and Tourism

Professor Nagar said that the title had been agreed at Rectorate Team, but Professor Vandewalle continued to query the appropriacy as the title did not appear to be a discipline. It was agreed that the team would reflect further on the title.

Action: Professor Nagar to advise the team to reconsider the title

3. Realignment of Faculties

Ms Meir and Mr Leyland presented a draft organisation structure for the new Faculty of Liberal Arts, Education and Social Science (LAESS). All subjects are now grouped under Schools; Early Childhood is now under the School of Education. It was felt that there should be one Faculty Board covering all Schools. For Curriculum Overviews, it was agreed that the spreadsheet would be divided into tabs for each School. Dr

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Haughan noted that a senior member of staff had not known about the realignment and requested that this be discussed more widely with staff.

The Chair said that the move to make all courses (where possible) fit into an overarching five-year structure of Foundation Year (FY), Undergraduate and Integrated Masters (IM) would sit neatly within the reorganised Faculty. Mr Dykins noted that all Committee memberships were currently being reviewed in light of the reorganisation and would be advised at Senate in June.

Action: once finalised, the organisation chart for LAESS will be circulated to members

Action: Mr Dykins to liaise with Student Administration regarding the structure of future curriculum overviews

4. Academic Curriculum

i) Course Approvals (Validations and Revalidations)

The following courses had completed the approval process: MA/MEd Leading in Education; MEd (QTS); MA Leading for Educational Advantage. The MEd Education (Integrated masters) was awaiting Registrar's sign off.

ii) New Programme Proposals approved at Rectorate Team

The following courses had been approved by Rectorate Team: BA Economics Major with 1 year in industry option (now for Sept 2020); BA Leadership & Management Major (now for Sept 2020); BAC Social Care (Sept 2019); MRes in Food and Nutritional Sciences; BA Music Production Major; MPsych; MA Politics and International Relations.

It had been agreed that the BAC Music (Classical/Popular) and BA Music (Classical/Popular) which had already been approved would now drop the bracketed elements in their title.

The PGCert Advanced Coaching and Mentoring and the MA Museum and Gallery Studies were not currently being pursued.

An MA in English Literature and Technical Writing was also currently being developed.

Curriculum Overviews

Following an action from the last Academic Committee meeting, FEOs had confirmed via Faculty Boards which courses offered a part-time option, and which would have a Foundation Year option. Ms Harvey had found some anomalies with UG part-time provision and requested that FEOs check that these were accurate. Dr Walsh stressed the importance of offering part-time provision for the University's Access and Participation Plan. The Chair said that courses with very low numbers needed to be reviewed for viability.

Action: FEOs to check UG Part-time options on overviews

iii) Education Curriculum Overview

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Members received the updated Curriculum Overview for 2019/20 for Education. Ms Meir noted that the new international iPgC courses had now been added. There were no suspensions or withdrawals noted.

iv) Science Curriculum Overview

Members received the updated Curriculum Overview for 2019/20 for Science. Sport Science provision within the Network of Hope was discussed. There were no suspensions or withdrawals noted. Dr Haughan requested all members check that the provision included on the shared Network of Hope document is accurate, as this would be going to Rectorate Team on shortly before being received at the Network of Hope Principals meeting next week.

v) Arts & Humanities Curriculum Overview

Members received the updated Curriculum Overview for 2019/20 for Arts & Humanities. There were a number of PGT suspensions for next year: MA Film, Media and Society; MA by Creative Practice; MA Music; PGCert Museum and Heritage Studies; PGCert Electroacoustic Composition; PGCert Composition; PGCert Musicology; PGCert Performance.

Withdrawals included: BA Theology; BA Popular Music; MA Art History and Curating; MA Museum and Heritage Studies.

5. External Examiner Nominations

It was noted that certain templates being used were out-of-date.

Action: FEOs to check that all templates for future appointments are up-to-date

(i) Nominations

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

Subject	Name	Institution	Commence	Comments
BA Politics and International Relations (Single Hons) BA Politics (Major) BA International Relations (Major)	Dr Lisa Harrison	University of the West of England	September 2019	RECOMMENDED FOR APPROVAL
BA Film and Visual Culture Combined Honours BA Media and Communication Single Honours (Film & Visual Culture Element) MA Film, Media & Society	Dr Kirsty Fairclough	University of Salford	September 2019	RECOMMENDED FOR APPROVAL
MA English Literature	Professor Kate McLoughlin	Oxford University	October 2019	RECOMMENDED FOR APPROVAL
BA Graphic Design	Dr David Wood	Northumbria University	September 2019	RECOMMENDED FOR APPROVAL
BA Media & Communication Single Hons and Major	Dr Christopher Charles Pullen	Bournemouth University	September 2019	RECOMMENDED FOR APPROVAL

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BA Creative Writing (Major)	Dr Jacqueline Yallop	Aberystwyth University	September 2019	RECOMMENDED FOR APPROVAL
BSc Computer Science (including with Year in Industry) BA/BSc Information Technology BSc Artificial Intelligence (including with Year in Industry) MSci Artificial Intelligence (including with Year in Industry) MSc Advanced Computer Science MSc Data Science MSc Robotics Engineering	Dr Christopher Tubb	University of South Wales	September 2019	RECOMMENDED FOR APPROVAL
BAC Dance	*Dr Stefanie Sachsenmaier	Middlesex University	April 2019	*RECOMMENDED FOR APPROVAL
PGCE SCITT	*Ms Rebecca Tickell	Leeds Beckett University	April 2019	*RECOMMENDED FOR APPROVAL

**Approved via Chair's Action between meetings*

Subject	Name	Nature of Request
BA International Relations; BA Politics; MA International Relations; MA Peace Studies	Dr Paul Flenley	<i>Extension of Tenure</i>
BA Music (Single Hons & Major) and 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.

6. Collaborative Provision Sub-Group

Members had received and considered the minutes of the meeting held on 7th May 2019. They had also received the Annual Partnerships Report for 2017/18. There were no comments on the latter.

The Annual Partnerships Report 2017/18 was **RECOMMENDED FOR APPROVAL** to Senate.

7. Registrar's Advisory Group

Members had received for information the minutes of the meeting of RAG held on 13th March 2019.

8. Registrar's Business

i) Summary of Registrar's Business

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Members had received the Registrar's summary document which gave an overview of amendments to regulations and conventions/guidelines. Regulations for IM awards, Progression, and Academic Misconduct were received as were guidelines for Accreditation of Prior Learning (APL) and the updated PGT Exam Board schedule. Changes had been made to regulations: to allow for professional 120 zero-credit placements; to clarify borderline degree classification rules; and to harmonise regulations regarding termination of External Examiner appointments. The Registrar noted that DMin regulations may need reviewing and would likely be re-presented at Academic Committee in October.

ii) IM awards

For IM, Dr Walsh noted changes including: the dual algorithm to be used; simplification of borderline conventions; and provision for a third class degree. The Chair said that although final award titles had not been finalised, the aim was to introduce integrated Masters options wherever possible as an enhancement to the undergraduate curriculum. Dr Haughan advised that the specific title was fundamental to marketing these courses. The Chair said this should be straightforward with most courses, though Humanities subjects would require careful thought.

Mr Pringle was invited to advise on the financial implications for students who choose to do an IM award. He said that students are entitled to funding for the normal level of a course plus one year. Students who are considering the IM option will need to make the decision in December or January in Level H in order to qualify for funding. A £400 payment to Level H students will be delayed to the IM Level for those opting for IM. Dr Haughan cautioned that students needed to be made fully aware of the financial implications given the level of debt they would be accumulating. Mr Pringle said that he would put together a paper detailing the financial commitment students would be making; the Registrar said that there should also be tutorials around the IM option.

iii) Revised Progression Regulations

Members had received the revised regulations governing progression within, and completion of, undergraduate awards. The Registrar noted that since the introduction of the integrated curriculum, certain regulations around progression did not reflect the holistic nature of assessments for combined honours. It had been agreed that aggregates across 120 credits would be applied at Level C. For Level I students who achieve between 35 and 39 in one of their subjects and pass the other, would be considered for a transfer to single honours (where available) if they achieve 40 overall for the level of study. Re-presentation opportunities were now resubmission opportunities. Dr Haughan said that this would be communicated to students and staff would need to consider carefully the structure and content of the overarching resit exam.

Members **RECOMMENDED FOR APPROVAL** to Senate the amendments detailed in the summary document and associated papers.

Members also **RECOMMENDED FOR APPROVAL** to Senate that the minimum requirement to transfer to the IM would be performance at 2:1 in Level I.

9. Faculty Boards

(i) Arts & Humanities Faculty Boards

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Members had received for information the minutes of meetings held on 1st May 2019.

(ii) Education Faculty Boards

Members had received for information the minutes of meetings held on 6th February 2019.

(iii) Science Faculty Boards

Members had received for information the minutes of meetings held on 6th February 2019. Professor Nagar noted the difficulty in recruiting suitable student representatives; Dr Haughan said she would discuss the idea of tying student hours to the SALA award.

Action: Dr Haughan to discuss further with the SU VP (Education)

(iv) Network of Hope

Members had received for information the minutes of the meeting held on 6th March 2019. Dr Walsh noted that Mr Glover had now left the University, but commended the work he had done over the past year.