

**PROGRAMME APPROVAL COMMITTEE**

**UNCONFIRMED MINUTES of the Sixth Meeting of the Programme Approval Committee in the 2020-21 Academic Session, held on Wednesday 14<sup>th</sup> April 2021 on Microsoft Teams**

**Present**

Heidi King (Chair)	Director of Communications and Recruitment
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
Karen Brough	Assistant Director of Student Registry, SAS
Constantinos Ierotheou	DLT, Faculty of Liberal Arts and Sciences
David Puplett	Head of Library Services, ILS
Kate Towner	Assistant Director of Finance (Management Information)
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
Nikki Makinwa (in attendance)	Quality Lead (Programmes)
Ozgun Cinar (in attendance)	Associate Professor in Law, FLAS
Jane Roscoe (in attendance)	Deputy Vice-Chancellor, VCO
Raluca Marinciu (in attendance)	Employability Advisor, FBUS

**Apologies for Absence**

Sophie Clements	Curriculum Records Officer, SAS
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#	Item	Paper Ref.
<b>1.</b>	<b>Welcome and Apologies for Absence</b>	
	The Chair welcomed the Committee members to the sixth 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 24<sup>th</sup> February 2021</b>	<b>PAC 20.095</b>
	The minutes of the PAC meeting held on the 24 <sup>th</sup> February 2021 were agreed as an accurate record of the proceedings.	
<b>3.</b>	<b>Matters Arising from the Minutes of the Previous Meeting</b>	
	<b>PAC 20.091 refers:</b> FBUS checked the articulation agreement renewal process with the Associate Director for Global Greenwich and confirmed going	

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forwards these requests will be handled solely through Partnership Working Group (PWG).

**Item 7.1 refers:** All PAC members reviewed and confirmed support for the newly proposed programme approval process covering the PAC authorisation stage and the related forms presented at the February 2021 PAC meeting.

#### **4. Chair's Actions**

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The Chair confirmed to committee members, the actions taken outside of the meeting between the 24<sup>th</sup> February 2021 and 14<sup>th</sup> April 2021 meeting. A list is provided below.

- FEHHS: Programme suspensions for PGCE (Prof) Further Ed And Skills Sector (Bromley) (QA) and ProfCertEd (FE) Further Ed and Skills Sector (Bromley) (QA) – 24.02.2021
- FLAS: Addition of TESOL endorsements to MA Applied Linguistics and MA Applied Linguistics (NYC Athens) – 07.03.2021
- FLAS: Discontinuation of MA TESOL – 07.03.2021
- FEHHS: Addition of Sept start and removal of Jan start to, and removal of distance learning mode from PGCE Education (Further Ed and Skills Sector and ProfCertEd (Further Ed and Skills Sector) programmes at partner Sutton College – 17.03.2021
- FES/FLAS: addition of April start to various MSA programmes – 25.03.2021

#### **5. New Proposals**

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##### **Faculty of Business**

##### **5.1 New Programme Proposal: BA H Management and Leadership, LLB Law in Practice (FLAS)**

*PAC 20.096-096a*

FBUS and FLAS presented the above proposals together.

The proposal presented a new model for programmes, with January and September cohorts to begin with, growing to include further cohorts in future. The programmes will be made up of new modules but these will be based on existing content and expertise within both Faculties. The programme will run with modules studied separately over half of a term each with students attending a maximum of one day per week.

FBUS added CMI accreditation is being sought for their BA H Management and Leadership programme and they are confident that they will secure it. The Faculty also added this would require more resource so the appointment of a strategic development lead that will lead on the set-up of modules, wider support for other developments in the Faculty and for AACSB accreditation.

FLAS added their proposal includes a double accreditation and that this would appeal to the market for paralegals and the commonwealth market.

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SAS queried whether the proposal would seek to recruit solely home or look for an international market as well. CRD confirmed the focus would be home recruitment in the first instance and it may be international students aside from those from the EU are never targeted by these programmes.

The DVC confirmed support for the proposals and that these will be watched carefully as they pan out.

CRD supported the proposals confirming ILS are supporting a project looking at enrolment and re-enrolment processes to ensure they are as smooth as possible. CRD also highlighted the importance of being mindful of PABs and other operational issues and the first year of delivery should be seen as a pilot.

The committee confirmed once the proposals are authorised for approval that it would be efficient if the approval event was joint between FBUS and FLAS.

***FBUS proposal AUTHORISED***

***FLAS proposal AUTHORISED subject to Finance sign-off on business plans***

**Action: FLAS to seek sign-off from Finance on business plan for the LLB Law in Practice proposal**

## **5.2 Request to PAC for Gia Dinh University (GDU), Vietnam – June 2021 start**

***PAC 20.097***

FBUS clarified the proposal was put forward due to feeder programmes at the partner still teaching out and students having committed to a Top-up degree route with Greenwich. It was confirmed this would be for one more intake. The Faculty will only be accepting the registration of GDU students on a Greenwich programme once fees have been received by the University.

***APPROVED***

## **Faculty of Liberal Arts and Sciences**

### **5.3 Request to begin FPT Can Tho programmes in July 2021 – visit report and programme approval panel chair sign off.**

***PAC 20.098-099***

FLAS wished to confirm with FPT that University of Greenwich programmes can begin to be delivered at the partners campus in Can Tho, Vietnam. The Faculty presented a completed virtual visit report as well as approval from the chair of the programme approval panel which originally scrutinised the partner and Greenwich programmes to be franchised.

***APPROVED***

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## Faculty of Education, Health and Human Sciences

- 5.4, **New Programme Proposal: MSc Forensic Psychology, MSc Occupational Psychology**

PAC 20.100-101

FEHHS stated these proposals fit in with their current MSc portfolio and will have a feed in from existing undergraduate provision as well as the MSc conversion programme. The overlap with the MSc conversion programme is minimal, with only a similarity being present in the research methods.

Finance commented that usually psychology degrees have mandatory staff/student ratios so the Faculty need to consider a better balance of programme portfolio to offset costs. The costings show a decline in margin due to increasing costs and fees remaining the same.

The DVC commented that it was important there was transparency with regard to Faculty conversations on the balance of academic portfolios as part of new proposals.

FES commented there is overlap with their expertise so they were expecting collaboration with FEHHS on this proposal. As this is not forthcoming FES asked if there was potential for collaboration with FLAS. FEHHS confirmation collaboration may be possible through input from individual staff members in content due to limitations based on accreditation body regulations.

*AUTHORISED subject to further conversations with Finance*

**Action: FEHHS to discuss proposed MSc Forensic Psychology with Finance to resolve any queries before authorisation for approval.**

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## Faculty of Engineering and Science

- 5.6 **New Programme Proposal: BSc H Forensic and Digital Investigation, BSc H Forensic and Digital Investigation with Industrial Placement**

PAC 20.115

FES commented that the proposal builds on existing collaboration with FLAS colleagues and that this proposal covers a market need for the scientific and digital elements of the subject to be brought together. FLAS confirmed the well-defined synergies. The current forensic and criminology provision accounts for exceptionally high student experience ratings.

ILS enquired about the Faculty's thoughts on learning across the different elements of the programmes. The committee agreed that this issue should be explored as part of the approval event in finer detail.

*AUTHORISED subject to Finance signing off the business plan for the BSc H Forensic and Digital Investigation and receiving the business plan and signing it off for the BSc H Forensic and Digital Investigation with Industrial Placement programme.*

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**Action: FES to resolve queries with Finance on the business plans for both the BSc H Forensic and Digital Investigation and BSc H Forensic and Digital Investigation with Industrial Placement programmes.**

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**Programme Changes**

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**Faculty of Liberal Arts and Sciences**

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- 6.1 Programme title change: BSc H Occupational Safety, Health and The Environment** *PAC 20.102*

FLAS submitted the proposal to ensure the word 'the' was removed so this was in line with other programmes in the same suite.

*APPROVED*

**7. Papers to consider**

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- 7.1 Final Programme Approval Forms (Proposals)  
New Programme Approval Forms (Changes)** *PAC 20.103-104*

The committee welcomed the streamlined paperwork that will support Faculties to develop their programmes and support PAC in ensuring proposals are scrutinised adequately. Quality Lead (Programmes) confirmed once the Curriculum Framework and the new Programme Approval Panel Process have been approved by the Academic Council the paperwork will be updated further to incorporate these.

Faculties were asked to ensure the most up to date paperwork is used when submitting proposals.

- 7.2 New Programme Approval Panel Process (Process Flow)  
New Programme Approval Pane Process (Implementation)** *PAC 20.105-106*

Quality Lead (Partnerships) presented the proposal commenting that this will also be presented to LQSC before going to Academic Council. It was added that this process adopts the principles of a risk based model in line with the new approaches taken by sector bodies as well as the principles of 'Making Things Simpler'.

The DVC thanked the QA team, the chair and committee as this process sets up a framework to support more complex and varied provision.

It was clarified that the deadlines within the process for approval will be managed by the QA team. There will also be an expectation that PAC engages further with the checking of approval reports. Assistant Director (Student Registry) added PAC should include a rolling item to monitor the process.

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The committee approved the new process.

**7.3 Register for Professional, Statutory and Regulatory Body (PSRB) accreditations**

*PAC 20.107*

Quality Lead (Programmes) presented the list and asked Faculties to ensure up to date information was fed through. The register is intended to be presented in full at the beginning of each academic session to FLQSCs and then PAC.

SAS added this is an opportunity to better monitor upcoming and anticipated accreditation/re-accreditation events requiring QA team support.

The chair asked that the PSRB Register be added as a standing item to PAC meeting agendas going forward.

**7.4 Review of January start additions due to COVID-19**

*PAC 20.108*

Quality Lead (Programmes) presented the list of programmes which had January start months for the 2020-21 academic session approved via an emergency process put in place by PAC. Faculties were asked to review the list and indicate whether the additions should remain as short-term or be introduced on a long-term basis.

ILS recommended a third option be added so Faculties could request that January start months remain approved for a further intake.

**Action: Quality Lead (Programmes) to circulate list to Faculties indicate three options of short-term, long-term and one more intake for emergency January start months**

**8. Discontinuations**

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The committee received a list of discontinuation proposals which had been checked by CRO ahead of the meeting. Details of each are outlined below.

*PAC 20.109*

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

**Suspension of start month:**

P13928 BSc H Learning Disabilities Nursing (2020) – January intake - 2021/22

*APPROVED to be phased out with effect from 2021/22*

**9. Programme Approval and Review Reports**

**9.1 Programme Approval: MSc Law Regulations and International Finance Systems**

*PAC 20.110*

*APPROVED*

**9.2 Programme Approval: International Postgraduate Certificate in Education**

*PAC 20.111*

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*APPROVED*

**10. Programme Approval and Review Condition Responses Signed**

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**10.1 BA H Urban Design**

**10.2 BSc H Construction Management (Degree Apprenticeship)**

**10.3 MSc Economics (1 Term) (UGIC), MSc Economics (2 Term) (UGIC), BSc H Economics (Ext) (UGIC), BSc H Economics (Ext)**

**10.4 BSc H Psychology (Ext)**

**10.5 MSc Law Regulations and International Financial Systems**

**10.6 MSc Advanced Chemical Engineering, MSc Advanced Chemical Engineering with Industrial Practice**

**10.7 Return to Practice – awaiting signature**

**11. Any Other Business**

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**11.1 FEHHS Programme change – addition of endorsements to MSc Global Public Health: Child and Mental Health, Communicable and Non Communicable Diseases, Ethics Human Rights and Public Health, Culture Health and Migration.** *PAC 20.112*

*APPROVED*

**11.2 FES: Reinstatement – HNC and HND Building Services Engineering (Mid Kent College)** *PAC 20.113*

*APPROVED*

**11.3 FES: Programme change – add Mixed Mode to HNC and HND Building Services Engineering (Mid Kent College)** *PAC 20.114*

*APPROVED*

**11.4 Bathway Theatre site**

SAS informed the committee that due to UKVI regulations, it was necessary to seek a change to site to programmes delivered primarily at the Bathway Theatre from currently being indicated on the system as Greenwich. Quality Lead (Programmes) confirmed they will approach the Head of the Humanities and Social Sciences School with further details and to confirm the exact programmes impacted.

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

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Next meeting date: 26<sup>th</sup> May 2021

Deadline for papers: 17<sup>th</sup> May 2021 @ 12.00pm

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