

University of Glasgow

Academic Standards Committee - Friday 25 May 2012

Update Report from the Programme & Course Approval  
Working Group

Ms H Clegg, Senate Office

At its meeting of 18 November 2011, ASC had agreed that further consideration needed to be given to finding possible ways of incorporating evidence of College scrutiny of consultation documentation into the proposal documentation. ASC had suggested expanding Section A4 of the Programme Proposal Support document, including space for comment on the issues raised by the consultation, the proposer's response, and an indication that the College Board of Studies was satisfied.

The Working Group gave careful consideration to this suggestion, and agreed that an expansion of Section B asking College to affirm that any issues have been addressed would be the most appropriate means of accommodating the information.

Section B of the Programme Proposal Support Document was revised (see Appendix) and considered by members of the Working Group.

ASC is now requested to **approve** the proposed revisions.



For New Programmes and Changes to Programmes

Section A — to be completed by the proposer

A1. List of Proposed Degree Programmes: \*\* If the programme will be governed by current regulations, please enter the relevant page number in the current University Calendar; otherwise please include the Senate Office's New Regulations Data Input Form (www.gla.ac.uk/media/media\_124408\_en.rtf) as a separate document with your proposal and enter the file name here.

Table with 2 columns: Title (Please enter the programme title exactly as it appears in the programme specification), Calendar Page Number or File Name for New Regulations

A2. Rationale for the proposal: \*\* Please explain the reason for introducing the new programme(s) or making the changes.

Form containing A2.1 (Are the assessment weightings for each programme year/level consistent with the distribution of credit across the courses assessed in each year/level?) and A2.2 (If No for any programme in this proposal please list the programme(s) concerned and provide a rationale for the inconsistency).

A3. Additional Resources: \*\* Please identify the resources required for this proposal that are in addition to the resources already available to the school, e.g. teaching staff, support staff, accommodation, equipment, consumables, library, computing or audio visual.

Empty text box for A3. Additional Resources.

1 In October 2009 ASC agreed that any inconsistencies between assessment weighting and the distribution of credit across courses should be considered for approval by the relevant Programme Approval Group on a case by case basis.

If extra resources are required, please check the box to confirm that there has been agreement with the budget controller regarding the extra resources required:	<input type="checkbox"/>
If extra resources are required, please indicate the name of the budget controller:	

**A4. Consultations:** *Please enter details of the consultation undertaken regarding this proposal, if any. Guidance on the consultations required can be found on the Senate Office website ([www.gla.ac.uk/media/media\\_107383\\_en.pdf](http://www.gla.ac.uk/media/media_107383_en.pdf)) because not all consultations are appropriate to every proposal.*

Consultation:	File Names: <i>Please enter the name of any file containing consultation details.</i>	Optional Comment: <i>e.g. status of the consultant, or reason why consultation details are not available.</i>
4.1 External Academic:		
4.2 Students:		
4.3 Central Room Bookings:		
4.4 Academic Services:		
4.5 Other GU Schools:		
4.6 Potential Employers:		
4.7 Recruitment and International Office:		
4.8 Learning & Teaching Centre :		
4.9 Other		

**A5.1 Additional Information:** *Please enter any additional information relevant to this proposal.*

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<b>A5.2 Are there any specific implications for a protected characteristic group (as defined in the Equality Act 2010) in this programme? Tick all that apply.</b>		
		If yes, provide details and indicate mitigation actions in place
Age	<input type="checkbox"/>	
Disability	<input type="checkbox"/>	
Gender reassignment	<input type="checkbox"/>	
Marriage and civil partnership	<input type="checkbox"/>	
Pregnancy and maternity	<input type="checkbox"/>	

<b>Race</b>	<input type="checkbox"/>	
<b>Religion or belief</b>	<input type="checkbox"/>	
<b>Sex</b>	<input type="checkbox"/>	
<b>Sexual orientation</b>	<input type="checkbox"/>	
<b>Date of production/revision:</b>		22/05/2012

**\*\* Section B — to be completed on behalf of the College Board of Studies**

<b>B1.</b> Is the proposal in accordance with the current University guidelines (www.gla.ac.uk/services/senateoffice/qaeprogrdesignapproval/progapproval/#d.en.87515)?	Select...
<b>B2.</b> Is the proposal clear and consistent?	Select...
<b>B3.</b> Is the proposal compliant with the Scottish Credit and Qualifications Framework?	Select...
<b>B4.</b> Are notional learning hours and assessment methods appropriate to the level of, and number of credits assigned to, the programme(s)?	Select...
<b>B5.</b> Are Intended Learning Outcomes written according to the guidelines?	Select...
<b>B6.</b> Is there adequate provision for, and monitoring of, the external supervision of project work, work placement, etc., where this is an integral part of the programme(s)?	Select...
<b>B7.</b> <u>Have all required consultations taken place and responses considered by the College?</u>	
<b>B8.</b> <u>Is there evidence that any issues raised by consultees have been satisfactorily addressed?</u>	

**B7. Comments on any “No” answers:**

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<b>B8. Date of College Board of Studies Approval:</b>	
<b>B9. Name of Convener of above:</b>	

**Please Note.** Minutes of the College Board of Studies approving the proposal should accompany this form in the onward stages of the approval process. The minutes should **detail** refer to the consultations with students and others, identifying ~~such comments~~ **issues** or questions ~~as were~~ raised by the consultants, and the response(s) of the programme proposers to such comments or questions.

**\*\* Section C — to be completed by or on behalf of the Head of College.**

<b>C1. Date of signature:</b>	
<b>C2. Name of Signatory:</b>	