



PROGRAMME MODIFICATION REPORT

PART A: SUMMARY REPORT

CONFIRMED

**Manchester
Metropolitan
University**

A1	Programme Specification Title	
Childhood Studies: FdA Early Years Practice		
A2	Home Department/School	Multi-Professional Programmes Area
A3	Home Faculty	Institute of Education
A4	Type of Event	ADC Modification
A5	Date of Event	22 October 2008
A6	Objectives of Event	
<p>To ensure that the design, academic standards and quality of learning opportunities of the modified programme, as approved in principle on 02 June 2008 (PAF ref PARM/08/036 refers) and as outlined in 7 below, remains appropriate to the awards to which the programme leads and are informed by reference to institutional regulations and policies, national benchmarks and relevant professional and employment demands.</p>		
A7	Outline of Proposal/Development(s)	
<p><u>History and background</u></p> <p>The BA (Hons) Early Childhood Studies (Didsbury) was validated in 1993, and the BA (Hons) Childhood Studies (Crewe) and the FdA in Early Years Practice were first approved in 2001. The 2005 quinquennial Review created a framework of Childhood Studies courses that incorporated the FdA Early Years Practice.</p> <p><u>Summary of proposed changes:</u></p> <p>To incorporate a franchise of the FdA Early Years Practice to Macclesfield College into the Childhood Studies Programme.</p> <p>The proposed franchise will provide:</p> <ul style="list-style-type: none"> • flexible learning opportunities for students in the Macclesfield area • the possibility of recruiting additional part-time students to the BA (Hons) Early Childhood Studies top up route 		
A8	Conduct of the Event and Panel Membership	
<p>The event, comprising private panel meetings and meetings of the panel with members of the Programme Team, was held at Macclesfield College. The panel included the following internal members:</p> <ul style="list-style-type: none"> • Mr Michael Jeffrey (Chair) 		

- Prof Liz Jones (FADC representative)
- Mr Robert Baker (CASQE officer)
- Mr Andy Jones (Dean of Faculty)
- Ms Janet Edgar (Learning and Teaching Support Group Manager [Acting])
- Ms Veronica Horne (Panel Secretary)

The panel included the following external member appointed by the Head of Academic Standards & Quality Enhancement after nomination by the Faculty:

- Ms Gillian McGillivray (Newman University College)

A9	Documentary Evidence Base
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Documents submitted by Manchester Metropolitan University:

1. PAF/2 with ACP1 forms and PAF Approval form
2. Definitive Document
3. Learning Resources Reports
4. Extract from MMU Quality Assurance Manual on Collaborative Provision
5. QAA Code of Practice for the Assurance of Academic Quality and Standards in Higher Education – Collaborative Provision and Flexible and Distributed Learning (including e-learning)
6. Revised Regulations for Undergraduate Programmes of Study (MMU)

Documents submitted by Macclesfield College:

- Letter of support from the College Principal
- College Annual Report, including Financial Statements
- College’s Equal Opportunities Policy
- College’s Ethics Policy
- Learning Resources information
- Management Structure information
- Quality Improvement Policy
- Staff CVs
- College Strategic Plan
- Student Handbook

A10	Conclusions on Innovation and Good Practice
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The Panel identified the following aspects of good practice:

- The comprehensive evaluation of the student voice, both formally and informally.
- The role of the Link Tutor is an exemplar of good practice.
- The high quality of the documentation submitted for the PARM event.

A11	Conclusions on Quality and Standards
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The Panel concluded that the intended learning outcomes of the programme were being achieved by students, that the standards of the University’s awards were being maintained and that the programme as modified remain current and valid in the light of developing knowledge in the discipline, practice in its operation and developments in teaching and learning.

A12	Summary of Outcome
<p>The Panel recommended:</p> <p>Continued approval with effect from September 2008, subject to fulfilment of the conditions in Section A13 below.</p> <p>A full list of the award titles approved may be found in paragraph 3 of the updated programme specification.</p> <p>A full list of changes made as part of this Modification event may be found in Appendix 1 of this report.</p>	
A13	Conditions of Approval
<p>The following conditions of approval must be fulfilled before the modified programme may commence:</p> <ol style="list-style-type: none"> 1. To ensure that a Collaborative Agreement is signed by both partners. 2. To make minor corrections to the Definitive Document, as requested by the CASQE Officer. 3. To purchase the outstanding items on the reading list, as identified in the MMU Librarian's Report on Library Resources. 	
A14	Deadline for Fulfilment of Condition
<p>22 November 2008</p>	
A15	Recommendations
<ol style="list-style-type: none"> 1. To develop a cohesive team across the four centres delivering the Programme, with a view to: <ul style="list-style-type: none"> - holding joint staff development events and assessment moderation events, and ensuring that there is equal opportunity for all teaching staff involved with the Programme to attend those events (including part time and associate lecturers); - ensuring that a common understanding of the MMU Ethics Policy permeates the whole Programme. 2. To consider starting an employer network in the Macclesfield area. 	
A16	Date of next scheduled review
<p>The next scheduled periodic review of the Childhood Studies Programme will be held during the 2009/2010 academic year.</p>	

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A17	Date Report considered by Head of ASQE	
A18	Date of CASQE Recommendation to AQSSc	11 February 2009

End of PARMRPT(A)

PART C: RESPONSE TO CONDITIONS: STATUS REPORT

Programme Title	Childhood Studies: FdA Early Years Practice
Type of Event	ADC Modification
Date of Event	22 October 2008
Deadline for fulfilment of Conditions	22 November 2008
Panel Chair	Mr Michael Jeffrey

Response to be approved by <i>(indicate as appropriate)</i>	
Panel Chair on behalf of Panel	Yes
All/designated Panel Member <i>(please specify)</i>	

1	Action Taken in Response to Condition(s)
<p><u>Conditions:</u></p> <ol style="list-style-type: none"> To ensure that a Collaborative Agreement is signed by both partners. To make minor corrections to the Definitive Document, as requested by the CASQE Officer. To purchase the outstanding items on the reading list, as identified in the MMU Librarian's Report on Library Resources. <p><u>Response:</u></p> <ol style="list-style-type: none"> The Collaborative Partnerships Office has confirmed that the Agreement was signed by both parties on 28 November 2008. The Definitive Document has been amended as requested. The Librarian at Macclesfield College confirmed by e-mail on 30/10/2008 that an order has been raised for all outstanding books on the reading list. 	
2	Documentation submitted to for approval
<p>Programme Team's Response Revised Definitive Document</p>	

3	Panel Chair/Panel Member Comments

4	Confirmation of approval
I confirm that I am satisfied that the conditions of approval have been fulfilled.	
Signed: Signed copy held on CASQE files	
Date: 15 December 2008	

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C3	Date(s) Response to Conditions considered by Head of ASQE	
C4	Date(s) CASQE Recommendation(s) on conditions submitted to AQSSc	11 February 2009
C5	Date of final AQSSc approval	11 February 2009

End of PARMRPT(C)