



Manchester  
Metropolitan  
University

**PROGRAMME APPROVAL/REVIEW/MODIFICATION REPORT**

**PART A: SUMMARY REPORT**

**CONFIRMED**

A1	<b>Programme Specification Title(s)</b>	
PG Diploma in Legal Practice / Legal Practice Course		
A2	<b>Home Department/School</b>	School of Law
A3	<b>Home Faculty</b>	Humanities, Law and Social Science
A4	<b>Type of Event</b>	Review
A5	<b>Date of Event</b>	29 May 2009
A6	<b>Objectives of Event</b>	
<p>To ensure that the design, academic standards and quality of learning opportunities of the existing programme, together with the proposed developments, as approved in principle on 14 May 2009 (PAF ref PARM/09/097) and as outlined in 7 below, remain 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	<b>Outline of Proposal/Development(s)</b>	
<p>The Legal Practice Course at MMU was last reviewed in 2002 and has had no significant modifications since that time, other than the introduction of a unit in Immigration Law during the academic year 2008/2009. The LPC is regulated by Solicitor's Regulatory Authority (SRA) and as such is subject to Quality Assurance processes imposed both internally and externally of MMU.</p> <p>The two year deferral of review (the Programme was due for quinquennial review during 2006/07) had exceptionally been permitted pending major changes to the Programme being introduced by the professional body (the SRA).</p> <p>The purpose of this review event is to extend the approval of the current LPC course for a further year and to approve the new, Full and Part Time LPC to run at MMU from September 2009 and September 2010 respectively.</p>		

A8	<b>Conduct of the Event and Panel Membership</b>
<p>The event, comprising private panel meetings and meetings of the panel with members of the programme team and representatives of current students, was held on the All Saints South Campus.</p> <p>The panel included the following internal members:</p> <ul style="list-style-type: none"> <li>• Ms Vivien Sheard (Chair)</li> <li>• Ms Nicola Clarke (CASQE officer)</li> <li>• Prof Paul Cammack (Dean of Faculty representative)</li> <li>• Miss Sarah Ives (Panel Secretary)</li> </ul> <p>In addition to the above Panel members, Ms Pauline Ford (Head of Faculty and Campus SAS) had also been invited to this Review event. On the day of the event she had been unavoidably detained and was therefore unable to attend. She had, however, verbally passed her comments to other members of the Panel, for inclusion in the discussion.</p> <p>The panel included the following external members appointed by the Head of Academic Standards &amp; Quality Enhancement after nomination by the Faculty:</p> <ul style="list-style-type: none"> <li>• Ms Gillian Woodworth (City Law School)</li> <li>• Ms Elizabeth Polding (Oxford Brookes University)</li> </ul>	
A9	<b>Documentary Evidence Base</b>
<ul style="list-style-type: none"> <li>• Current Definitive document (including updated programme specification)</li> <li>• Validation Briefing Document</li> <li>• Credit Framework</li> <li>• Most Recent Quality Action Plans (2006/2007 &amp; 2007/2008)</li> <li>• Application for Authorisation to become an LPC Provider</li> <li>• Application for Validation of Stage 1 and Stage 2 of Part Time LPC to commence in 2009/10</li> <li>• Authorisation and Validation Application Appendices – Books 1 and 2</li> <li>• Most Recent Annual Course Monitoring Reports (2006/2007 &amp; 2007/2008)</li> </ul>	
A10	<b>Conclusions on Innovation and Good Practice</b>
<p>The Panel identified the following aspects of good practice:</p> <ul style="list-style-type: none"> <li>• Well considered Learning, Teaching and Assessment Strategy in relation to acquisition and application of knowledge</li> <li>• Innovative use of Virtual Learning</li> <li>• Attendance Requirements</li> <li>• High quality and well received academic and administrative support for the programme</li> </ul>	
A11	<b>Conclusions on Quality and Standards</b>
<p>The Panel concluded that the intended learning outcomes of the programmes were being achieved by students, that the standards of the University's awards were being maintained and that the programmes as modified remain current and valid in the light of developing knowledge in the discipline, practice in their operation and developments in teaching and learning.</p>	

A12	<b>Summary of Outcome</b>
<p>The Panel recommended:</p> <p>Continued approval of the existing Post Graduate Diploma in Legal Practice for one year with effect from September 2009.</p> <p>And</p> <p>Initial approval of the proposed Part and Full Time Post Graduate Certificate and Diploma in Legal Practice with effect from September 2009 and 2010 respectively, subject to fulfilment of the 2 conditions in Section A13 below. With respect to the Full Time Programme this is subject to the Solicitors Regulatory Authority (SRA) approval being in substantially the same format. Any changes arising out of the SRA approval should be notified to the Chair of the panel by the end of January 2010. The Chair will then determine agreement, or if necessary, refer to CASQE for further action.</p> <p>A full list of the award titles approved may be found in boxes 2 and 4 of the updated programme specification.</p> <p>A full list of changes made as part of this Review event may be found in Appendix 1 of this report.</p>	
A13	<b>Condition(s) of Approval</b>
<p>The following conditions of approval must be fulfilled before the modified programme may commence:</p> <ol style="list-style-type: none"> <li>1. Update the Definitive Document to <ol style="list-style-type: none"> <li>a) integrate the credit framework</li> <li>b) ensure it includes all sections required by MMU, substantially the addition of unit specifications. The panel suggests that the programme team refer to the current template to ensure completeness.</li> </ol> </li> <li>2. Provide the Learning and Teaching Committee with the detail of exemptions as approved, in principle, from MMU regulations.</li> </ol>	
A14	<b>Deadline(s) for Fulfilment of Condition(s)</b>
26 June 2009	
A15	<b>Recommendations</b>
<p>The Programme Team must consider and address explicitly the following recommendations in the course of its annual monitoring processes:</p> <ol style="list-style-type: none"> <li>1. Evaluate the effectiveness of support for Part Time students in relation to the diversity of the student body.</li> <li>2. Extend the existing analysis of employment outcomes to include longer term consideration on different dimensions of the student body.</li> <li>3. Consider the use of alumni and Post Graduate students to educate Undergraduate and Graduate Diploma students in relation to the importance of undertaking work experience.</li> <li>4. Continue endeavours to integrate work placements into the programme.</li> <li>5. Monitor the impact of changing the Learning and Teaching Strategy on staff and students.</li> </ol>	

A16	<b>Date of next scheduled review</b>
The next scheduled periodic review of the programme(s) will be held during the 2013/2014 academic session.	

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A17	<b>Date Report considered by Head of ASQE</b>	<i>16 September 2009</i>
A18	<b>Date of CASQE Recommendation to AQSSc</b>	<i>16 September 2009</i>

End of PARMRPT(A)

**PART C: RESPONSE TO CONDITIONS: STATUS REPORT**

<b>Programme Title</b>	PG Diploma in Legal Practice / Legal Practice Course
<b>Type of Event</b>	Periodic Review
<b>Date of Event</b>	29 May 2009
<b>Deadline for fulfilment of Conditions</b>	26 June 2006
<b>Panel Chair</b>	Ms Vivien Sheard

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

<b>1</b>	<b>Action Taken in Response to Condition(s)</b>
	<ol style="list-style-type: none"> <li>1. Update the Definitive Document to <ol style="list-style-type: none"> <li>a) integrate the credit framework <ul style="list-style-type: none"> <li>• The credit framework has been integrated into the Definitive document at Section 2.1</li> </ul> </li> <li>b) ensure it includes all sections required by MMU, substantially the addition of unit specifications. The panel suggests that the programme team refer to the current template to ensure completeness. <ul style="list-style-type: none"> <li>• The Unit specifications have been attached to Part Three of the Definitive document. These unit specifications have been produced in the format required by the PSRB (SRA). They include virtually all of the information required by the current CASQE Unit specification template. The outstanding issues have been addressed through the provision of additional information relating to the Unit Specifications in Part Three of the Definitive document.</li> </ul> </li> </ol> </li> <li>2. Provide the Learning and Teaching Committee with the detail of exemptions as approved, in principle, from MMU regulations. <ul style="list-style-type: none"> <li>• The Learning and Teaching Committee have been provided with full details of the exemptions required from the MMU regulations. This information will be formally presented at the next Learning, Teaching and Assessment sub-committee meeting in early October.</li> </ul> </li> </ol>
<b>2</b>	<b>Documentation submitted to for approval</b>
	<ol style="list-style-type: none"> <li>1. Revised Definitive Document</li> <li>2. Programme Teams Response to conditions</li> <li>3. Email Response to Request for variation to exemption from the Assessment Regulations</li> <li>4. Email from Peter Leyland re Variation to University Regulations for LPC</li> </ol>

5. Attachment to email from Peter Leyland re Variations to Regulations for LPC
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3	<b>Panel Chair/Panel Member Comments</b>

4	<b>Confirmation of approval</b>
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I confirm that I am satisfied that the conditions of approval have been fulfilled.

Signed: Vivien Sheard (signed copy held in CASQE files)

Date: 16 September 2009

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C3	<b>Date(s) Response to Conditions considered by Head of ASQE</b>	16 September 2009
C4	<b>Date(s) CASQE Recommendation(s) on conditions submitted to AQSSc</b>	16 September 2009
C5	<b>Date of final AQSSc approval</b>	16 September 2009

End of PARMRPT(C)