



PROGRAMME MODIFICATION REPORT

PART A: SUMMARY REPORT

CONFIRMED

Manchester
Metropolitan
University

A1	Programme Specification Title	
Foundation Degrees in Business: Inclusion of new award – FdA Business Operations Management (in conjunction with McDonald's Restaurants Ltd.)		
A2	Home Department/School	HRM & OB
A3	Home Faculty	Business School
A4	Type of Event	ADC Modification
A5	Date of Event	23 June 2009
A6	Objectives of Event	
To ensure that the design, academic standards and quality of learning opportunities of the modified programme, as approved in principle on 4 June 2009 (PAF ref PARM/09/104 refers) and as outlined in A7 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.		
A7	Outline of Proposal/Development	
<p>The Foundation degrees in Business were originally validated at MMU Cheshire as a collaborative programme, franchised to three, Cheshire based, FE colleges. The MMU Cheshire package of Foundation degrees was reviewed and revalidated in June 2006 and included the award titles of Business and Management and Business and Information Technology Management. During May and June 2007 the FdA degree programme was expanded further in conjunction with the Business School to add City College Manchester and MANCAT to the scheme (subsequently they merged to become The Manchester College) as well as expanding the range of awards available to nine (including an e-learning based Retailing strand which was added to the portfolio in conjunction with the University of the Arts, London, The Retail Academy and Tesco. This particular Retailing award is only accessible for employees of Tesco and now Booths). This development involved the adaptation of the original MMU Cheshire documentation to include the expanded award portfolio and programme details resulting from the widened provision. The complete Foundation degree provision was then reviewed in April 2008; and a further award title was added to the scheme.</p> <p>A subsequent validation event in May 2009 saw the addition of three new colleges to the Foundation degrees in Business programme: Hopwood Hall College, Stockport College and Tameside College, all in collaboration with the Business School. This event takes the programme a further step with the consideration of McDonald's Restaurants Ltd. as a full academic and collaborative partner with a particular and specific award title being proposed. The proposed FdA Business Operations Management will only be available to selected employees of McDonald's Restaurants Ltd.; their staff would also undertake the teaching on the programme, which would include a large element of work-based learning and application. McDonald's Restaurants Ltd. see this as a developmental milestone for their existing training and education programme, taking what they offer to a new academic level and potentially further in the future. McDonald's Restaurants Ltd. view this development as an important</p>		

component in further enhancing employee engagement and development, hopefully also aiding employee retention. The McDonald's teaching centre in East Finchley is one of seven of this type across the world. McDonald's have a recent history as an approved provider of a number of nationally recognised awards at levels 1 to 3 and feel that this relationship with MMU is a very positive development.

A8 **Conduct of the Event and Panel Membership**

The event, comprising private panel meetings and meetings of the panel with members of the programme team and representatives of prospective students, was held on the 23 June 2009 at McDonald's Restaurants Ltd. HQ, East Finchley.

The panel included the following internal members:

- Mr Dennis Dunn (Chair)
- Miss Nicola Clarke (CASQE officer)
- Mr Nigel Legge (Faculty Registrar)
- Ms Ruth McQuater (Faculty representative)
- Prof Richard Murray (Dean of Hollings Faculty)
- Mr James Winter (Collaborative Partnerships Office)
- Mr Stephen Howard (Panel Secretary)

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

- Dr Peter Wynarczyk (London Metropolitan University)
- Mr Kelvin MacDonald (Westminster Kingsway College)

A9 **Documentary Evidence Base**

- Draft definitive document (including updated programme specification)
- Self evaluation document incorporating the following appendices:
 - Summary CVs of teaching staff
- Programme Approval Form approved in principle

A10 **Conclusions on Innovation and Good Practice**

The Panel identified the following aspects of good practice:

1. That leadership and an emphasis on team skills as learning matter are included within a Foundation degree level programme.
2. For the employee investment that this programme drives, for the ambassadors for the programme that were introduced to the Panel and for the business focus of the proposal and the value this could bring to McDonald's business as a result.
3. For the workplace based learning experience available for students on this programme and the immediacy of the business driven, learning cycle for reinforcement.
4. The business best practice demonstrated by McDonald's Restaurants Ltd. with the hope that the University learns from this so that elements can be incorporated into our way of working.

A11 **Conclusions on Quality and Standards**

The Panel concluded that the intended learning outcomes of the programmes would be achieved by students, that the standards of the University's awards would be maintained and that the programme as modified remained 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>Approval, as modified to include the award title FdA Business Operations Management, with effect from July 2009 subject to fulfilment of the 3 conditions in Section A13 below.</p> <p>A full list of the award titles approved may be found in para 2 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 Panel approves the inclusion of the FdA Managing Business Operations programme title and the addition of McDonald's Restaurants Ltd. as a collaborative partner to the Foundation degrees in Business Network; subject to the following conditions:</p> <ol style="list-style-type: none"> 1. A condition between Manchester Metropolitan University and McDonald's Restaurants Ltd. (this is to be reflected in the collaborative agreement between the two parties):- to significantly strengthen the educational direction and programme development the Panel requested the appointment of a suitably experienced academic as programme leader for a minimum period of at least one complete cohort (this could be achieved via secondment). The appointee can help to mentor programme team staff, aid programme team member development and induction, amongst other areas to be negotiated. The appointee will lead the programme and oversee the formation of a definitive programme team and their responsibilities; the Panel felt that the current profile of the programme team needed this extra support, which should be embedded prior to the start of the programme. 2. The collaborative agreement (incorporating condition 1) between MMU and McDonald's Restaurants Ltd. is completed and signed by both parties. 3. The following amendments must be made to the definitive document as a minimum: <ol style="list-style-type: none"> i) a detailed assessment strategy for the award title needs to be incorporated. ii) the new unit specifications require thorough revision with increased detail provided, especially regarding the assessments to be undertaken, inclusion of formative assessment and the updating of the learning resources. iii) the progression route and arrangements through the programme are spelt out explicitly and are made schematic. iv) the McDonald's teaching staff CVs are completed on the correct MMU proforma and that a complete set of these are provided for all the relevant staff. 	
A14	Deadline for Fulfilment of Conditions
By negotiation (but the conditions MUST be fulfilled prior to the starting of the programme).	
A15	Recommendations
<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"> 1. A staff development plan is produced annually as part of the AME for all the programme tutors involved in teaching on this programme. 2. The programme team at McDonald's Restaurant's Ltd. consider further innovative approaches concerning student support. 	
A16	Date of next scheduled review

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A17	Date Report considered by Head of ASQE	11 September 2009
A18	Date of CASQE Recommendation to AQSSc	16 September 2009

End of PARMRPT(A)

PART C: RESPONSE TO CONDITIONS: STATUS REPORT

Programme Title	Foundation Degrees in Business: Inclusion of new award – FdA Business Operations Management (in conjunction with McDonald's Restaurants Ltd.)
Type of Event	Modification
Date of Event	23 June 2009
Deadline for fulfilment of Conditions	By negotiation (but the conditions MUST be fulfilled prior to the starting of the programme).
Panel Chair	Mr Dennis Dunn

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

1	Action Taken in Response to Conditions
<p>The Panel approves the inclusion of the FdA Managing Business Operations programme title and the addition of McDonald's Restaurants Ltd. as a collaborative partner to the Foundation degrees in Business Network; subject to the following conditions:</p> <p>1. A condition between Manchester Metropolitan University and McDonald's Restaurants Ltd. (this is to be reflected in the collaborative agreement between the two parties):- to significantly strengthen the educational direction and programme development the Panel requested the appointment of a suitably experienced academic as programme leader for a minimum period of at least one complete cohort (this could be achieved via secondment). The appointee can help to mentor programme team staff, aid programme team member development and induction, amongst other areas to be negotiated. The appointee will lead the programme and oversee the formation of a definitive programme team and their responsibilities; the Panel felt that the current profile of the programme team needed this extra support, which should be embedded prior to the start of the programme. This requirement has been included in the collaborative agreement, a suitable person has been seconded.</p> <p>2. The collaborative agreement (incorporating condition 1) between MMU and McDonald's Restaurants Ltd. is completed and signed by both parties. Has been signed by both parties.</p> <p>3. The following amendments must be made to the definitive document as a minimum:</p> <p>i) a detailed assessment strategy for the award title needs to be incorporated. A detailed assessment strategy has been incorporated into the definitive document.</p> <p>ii) the new unit specifications require thorough revision with increased detail provided, especially regarding the assessments to be undertaken, inclusion of formative assessment and the updating of the learning resources. A thorough revision has been undertaken.</p>	

iii) the progression route and arrangements through the programme are spelt out explicitly and are made schematic.

A detailed structure and progression route through the programme is now incorporated into the definitive document.

iv) the McDonald's teaching staff CVs are completed on the correct MMU proforma and that a complete set of these are provided for all the relevant staff.

Updated CVs provided.

2	Documentation submitted to for approval
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Programme Team's response, outlining actions undertaken to meet the conditions set.
 Updated passages for the definitive document.
 Revised unit specifications.
 McDonald's staff CVs.
 Appendices outlining assessment strategies, assignments, benchmarking, moderation and quality.

3	Panel Chair/Panel Member Comments
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4	Confirmation of approval
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I confirm that I am satisfied that the conditions of approval have been fulfilled.

Signed: Dennis Dunn (Confirmatory email from Panel Chair held in CASQE files)

Date: 7 August 2009

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C3	Date(s) Response to Conditions considered by Head of ASQE	11 September 2009
C4	Date(s) CASQE Recommendation(s) on conditions submitted to AQSSc	16 September 2009
C5	Date of final AQSSc approval	16 September 2009

End of PARMRPT(C)