



Manchester
Metropolitan
University

PROGRAMME APPROVAL/REVIEW/MODIFICATION REPORT

PART A: SUMMARY REPORT

CONFIRMED

A1	Programme Specification Title	
<p>Foundation degrees in Business Addition of three new collaborative partners: Hopwood Hall College, Stockport College and Tameside College. Hopwood Hall College: FdA Business and Management Stockport College: FdA Business and Marketing and FdA Business and Information Technology Management. Tameside College: FdA Business and Accounting Management</p>		
A2	Home Department/School	Business School
A3	Home Faculty	Business School/ MMU Cheshire
A4	Type of Event	ADC Modification
A5	Date of Event	22 May 2009
A6	Objectives of Event	
<p>To ensure that the design, academic standards and quality of learning opportunities of the modified programmes, as approved in principle on 14 May 2009 (PAF ref PARM/09/087 refers) and as outlined in A7 below, remain appropriate to the awards to which the programmes lead and are informed by reference to institutional regulations and policies, national benchmarks and relevant professional and employment demands.</p>		
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 were 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 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). 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 reviewed in April 2008; and a further award title was added to the scheme.</p> <p>This validation event involves 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. The definitive documentation has also undergone some tidying-up regarding programme structures, elective choices and for increased clarity where appropriate. Additionally the Panel is asked to approve an altered FdA Business and Finance programme structure (delivered only by The Manchester College) for this year's level 4 cohort (and level 5 next year) as the College had continued running the 'old scheme' (pre-April '08) programme structure instead of that approved at the recent Review. This award will</p>		

revert to the 'new scheme', as approved at Review in April '08 for new recruits for 2009-10. A note to this effect will be added to the definitive document as part of the PS/1 section 26.	
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 on the Aytoun Campus.</p> <p>The panel included the following internal members:</p> <ul style="list-style-type: none"> • Mr Neil Symon (Chair) • Dr Neil Ringan (FADC member) • Mrs Julie Watson (CASQE officer) • Dr Mary Meldrum (Dean of Faculty's representative) • Mr. Nigel Legge (Faculty Registrar) • Mr. Stephen Howard (Panel Secretary) <p>The panel included the following external members appointed by the Head of Academic Standards & Quality Enhancement after nomination by the Faculty:</p> <ul style="list-style-type: none"> • Ms Lindsay Williams (Oxford Brookes University) 	
A9	Documentary Evidence Base
<ul style="list-style-type: none"> • Draft definitive document (including updated programme specification) • Self evaluation document incorporating the following appendices: <ul style="list-style-type: none"> ○ Summary CVs of teaching staff • Programme Approval Form approved in principle • Academic Partner Approval forms for the three Colleges 	
A10	Conclusions on Innovation and Good Practice
<p>The Panel identified the following aspects of good practice: The collaboration between the partners included within the programme, the sharing of assessments and for the provision of the mock moderation workshop by MMUBS.</p>	
A11	Conclusions on Quality and Standards
<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	Summary of Outcome
<p>The Panel recommended:</p> <p>Continued approval, as modified to include the three new Colleges as collaborative partners, with effect from 1 September 2009 subject to fulfilment of the 4 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 following conditions of approval must be fulfilled before the modified programme may commence:</p> <ol style="list-style-type: none"> 1. The collaborative agreements between MMU and each individual College needs to be signed by both parties before the respective College can deliver the programme. 2. The resources report from Tameside College (library and IT based) must be completed and approved by the Chair. 3. Each of the three Colleges need to clarify which awards they are wishing to offer for 2009-10 and provide this information to MMU for collaborative agreement purposes, these will then be detailed in this report and the definitive documentation (see section A1). A mechanism to approve the provision to expand delivery to additional awards on the Foundation degree in Business programme is to be agreed between the Colleges and MMUBS. This should include approving the College staff CVs as appropriate for the additional subject areas. 4. Within section 25 of the PS/1 (Teaching/Learning and Assessment Strategy) clarify and explain how the nature of the assessment included on the programmes meets the benchmark statements for Foundation Degrees (http://www.qaa.ac.uk/reviews/foundationdegree/benchmark/fdqb.pdf) and the Code of Practice for the assurance of academic quality and standards in higher education Section 9: Work-based and placement learning - September 2007 (http://www.qaa.ac.uk/academicinfrastructure/codeofpractice/section9/). 	
A14	Deadline for Fulfilment of Conditions
26 June 2009	
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. The assessment strategies included upon the unit specifications are reviewed to allow for greater flexibility of assessment type in the context of delivery, whilst also ensuring they meet the minimum requirements for WBL assessment (as mentioned in section A13, part 4 above). 2. That the quantity of support available regarding programme management and administration is reviewed and expanded appropriately. 3. That the Collaborative Partnerships Office reviews and clarifies the respective responsibilities of the Faculty and the University in terms of supporting and management of collaborative arrangements. 	
A16	Date of next scheduled review
The next scheduled periodic review of the programme will be held during 2012-13.	

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

End of PARMRPT(A)

PART C: RESPONSE TO CONDITIONS: STATUS REPORT

Programme Title	Foundation degrees in Business
Type of Event	Modification
Date of Event	22 May 2009
Deadline for fulfilment of Conditions	26 June 2009
Panel Chair	Mr Neil Symon

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 following conditions of approval must be fulfilled before the modified programme may commence:</p> <ol style="list-style-type: none"> 1. The collaborative agreements between MMU and each individual College needs to be signed by both parties before the respective College can deliver the programme. Agreements either signed or in the process of being (CPO are overseeing). 2. The resources report from Tameside College (library and IT based) must be completed and approved by the Chair. Report received. 3. Each of the three Colleges need to clarify which awards they are wishing to offer for 2009-10 and provide this information to MMU for collaborative agreement purposes, these will then be detailed in this report and the definitive documentation (see section A1). A mechanism to approve the provision to expand delivery to additional awards on the Foundation degree in Business programme is to be agreed between the Colleges and MMUBS. This should include approving the College staff CVs as appropriate for the additional subject areas. This information has been advised and added to the PARM report and collaborative agreement. 4. Within section 25 of the PS/1 (Teaching/Learning and Assessment Strategy) clarify and explain how the nature of the assessment included on the programmes meets the benchmark statements for Foundation Degrees (http://www.qaa.ac.uk/reviews/foundationdegree/benchmark/fdqb.pdf) and the Code of Practice for the assurance of academic quality and standards in higher education Section 9: Work-based and placement learning - September 2007 (http://www.qaa.ac.uk/academicinfrastructure/codeofpractice/section9/). A statement has been provided and added to the definitive document.
2	Documentation submitted for approval

Resource report from Tameside College, statement to comply with condition 4 and agreements to Collaborative Partnerships Office.

3	Panel Chair/Panel Member Comments

4	Confirmation of approval
<p>I confirm that I am satisfied that the conditions of approval have been fulfilled.</p> <p>Signed: Neil Symon (email confirmation in CASQE files)</p> <p>Date: 30 September 2009</p>	

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C3	Date(s) Response to Conditions considered by Head of ASQE	2 October 2009
C4	Date(s) CASQE Recommendation(s) on conditions submitted to AQSSc	25 November 2009
C5	Date of final AQSSc approval	

End of PARMRPT(C)