Programmes Committee

Minutes of the meeting of the Programmes Committee Wednesday 12 May 2010

CONFIRMED

Present:
Prof. Morag Shiach (Chair) Prof Cliff Oswick Mr Peter Rosenberg
Dr Omar Garcia-Obregon Prof. Cliff Oswick Mr Peter Rosenberg
Prof. Graham Thompson Ms Angie Raymond Mr Vratislav Domalip (QMSU)
Prof. Liz Davenport Dr Theo Kreouzis
Prof. Richard Schoch Dr Henri Huijberts

In attendance:
Mr Ken Chow (Secretary) Ms Jane Pallant Prof. Adrian Smith
Prof. David Arrowsmith Prof. Virginia Davis Mr Alan Evison
Mr Simon Pate Dr Maralyn Druce Dr Thomas Asbridge
Dr Alastair Owens Prof. Angela Gurnell Dr Paul Elbourne
Dr Mark Baxendale

Apologies:
Prof. Ray Croucher Mr Sam Brenton Prof. Evelyn Welch
Prof. Wen Wang Dr Mark Carroll Prof. Olwyn Westwood

Part 1 – Preliminary Items

Minutes of the previous meeting

2009:242 The Committee considered and confirmed the minutes of the previous meeting held on Tuesday 30th March 2010.

Matters Arising

2009:243 The Committee received a paper on the matters arising from the minutes of the previous meeting and noted the progress on a number of outstanding issues.

Part 2 – Programme Proposals

Department of Geography

MRes Geography (Part 1)
MRes Cities and Cultures (Part 1)
MRes in Globalisation and Development (Part 1)

2009:244 The Committee considered Part 1 programme proposals for a range of MRes programmes within the Department of Geography and noted the following points:

i. The MRes programmes were created using elements of the existing related MSc and MA programmes within the department and were
intended to be recognised by the Economic and Social Research Council (ESRC).

ii. It was anticipated that the MRes programmes would form part of the Doctoral Training Centre’s provision and were linked to a bid for funding in this connection.

iii. A number of queries were raised over the precise phrasing of the learning outcomes, such as the use of the phrase ‘to encourage students to’ in the MRes Geography programme.

iv. Within the indicative curriculum section the module ‘Introduction to Social Research’ was detailed as a 30 credit module. Following discussion it was apparent that the module was in fact a 0 credit rated module and that two 15 credit modules were not detailed on the form; Core Quantitative Methods and Core Qualitative Methods.

2009:245 The Committee approved the Part 1 programme proposals subject to revising the phrasing of learning outcomes, as discussed above and clarifying the structure of the programme in relation to the modules offered. These revisions should be addressed in the Part 2 programme proposals.

Action: DG

MSc Integrated Management of Freshwater Environments (Part 2)

2009:246 The Committee considered Part 2 programme proposal for the MSc Integrated Management of Freshwater Environments (Part 2) and the following associated module proposals and module update:

- Biogeochemistry: Carbon, Nutrients and Pollutants in Aquatic Systems
- Catchment Hydrology: Managing Water Resources and Hydrological Extremes
- Integrated Management of Freshwater Environments Desk Study
- Field and Laboratory Methods for Freshwater Environmental Science
- Hydrogeomorphology: River and Floodplain Appraisal and Management
- Individual Research Project
- Aquatic Systems: hydrological, hydrochemical and geomorphological processes (Module Update - GEG7301)

2009:247 The Committee noted the following points:

i. The anticipated start date for the programme was September 2010.

ii. Within the programme structure the following statement was somewhat confusing: ‘Candidates must pass ALL modules to be awarded…up to 30 credits of failed modules may be condoned at the discretion of the MA/MSc Geography Examination Board…’. This required further clarification by the Department of Geography.

iii. The Part 2 proposal did not contain any reference to a Student-Staff Liaison Committee (SSLC) but staff from the Department of Geography confirmed that the programme would have a SSLC.

iv. Given that there was a two week period when modules would be delivered the nature of programme was somewhat intensive.
v. The Integrated Management of Freshwater Environments Desk Study module was particularly interesting for students, as this would allow them to select their own research topic, subject to consultation with and approval by the module organiser.

2009:248 The Committee approved the Part 2 programme proposal and associated module proposal and module update subject to clarifying the progression hurdles for the programme (point iii refers). A revised Part 2 proposal form should be submitted incorporating the revised progression hurdles for the programme and this would be considered by Chair’s Action.

Action: DG / Chair

Language and Learning Unit

Presessional English 4 weeks, 8 weeks and 12 weeks programmes

2009:249 The Committee considered Part 2 programme proposals for the Presessional English 4 weeks, 8 weeks and 12 weeks programmes and noted the following:

i. All of the Presessional English programmes were required to be set up the new SIS and consequently programme proposals had been submitted to address this requirement.

ii. The assessment regime had been made more explicit and a pre-sessional board had also been created.

iii. The assessment process had been formalised to ensure that students had the necessary English language capability and appropriate IELTS or equivalent qualification.

iv. The Presessional programmes were offered across the whole of Queen Mary, including to students studying Medicine and Dentistry courses. It was also recognised that the General Medical Council (GMC) had raised a number of issues over the English language capability of students and the Presessional English programmes could help to address these issues.

The Committee approved the Part 2 programme proposals for the Presessional English 4 weeks, 8 weeks and 12 weeks programmes.

School of Languages, Linguistics and Film

MA Linguistics (Part 1)

2009:250 The Committee considered a Part 1 programme proposal for the MA Linguistics and noted the following:

i. The MA Linguistics would replace the MA Social Linguistics, which had previously been withdrawn. The new MA Linguistics would give a broader coverage of the subject of linguistics and reflect research specialisms at Queen Mary.

ii. The MA Linguistics was intended to be a truly interdisciplinary programme that combined strands from different fields of linguistics. The proposal also linked to the creation of a Doctoral Training Centre.
iii. The proposed start date for the programme was September 2011.

iv. The learning outcomes for the programme had taken due consideration of the FHEQ and were well articulated as level 7 learning outcomes.

v. Members questioned the inclusion of the Language and Ethnography module and requested that further information on the relevance of this module should be articulated within the Part 2 programme proposal.

**Action: SLLF**

2009:251 The Committee **approved** the Part 1 programme proposal.

**Action: SLLF**

**Department of History**

**MA Islam and The West (Part 2)**

2009:252 The Committee **considered** a Part 2 programme proposal for the MA Islam and The West and the associated module proposal for Islam and the West **noted** the following:

i. The programme focused on an emerging area of interest and was designed to be both a broad-based and topical course.

ii. Two sets of comments from external advisors were tabled at the meeting and these were largely positive about the development of the programme.

iii. Given that the module Islam and the West was a 30 credit module, the committee sought clarification with regard to the use of a 5,000 word essay to assess the module. Following discussion it was understood that the assessment reflected the usual word length for Faculty of Arts programmes. As such, the committee questioned whether this standard assessment pattern adopted by Arts programmes was appropriate and sufficient for assessing all of the learning outcomes of constituent modules. To this end, the Faculty of Arts would be consulted with regard to the assessment pattern for level 7 30 credit modules.

**Action: Academic Secretariat**

2009:253 The Committee **approved** the Part 2 programme proposal and associated module proposal subject to providing a rationale for assessing the 30 credit module by use a 5,000 word essay alone, particularly given the nature of comments from one of the external advisors. A revised module proposal form would be submitted for consideration by Chair’s action, as appropriate.

**Action: DH / Chair**

**School of Medicine and Dentistry**

**MSc/PGDip Endocrinology and Diabetes**

2009:254 The Committee **considered** Part 2 programme proposal for MSc/PGDip Endocrinology and Diabetes and the following associated module proposals:
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- Generic Skills and Core Knowledge
- Hypothalamus and Pituitary
- Thyroid, Parathyroids and Bone
- Reproductive, Pregnancy and Paediatric Endocrinology
- Metabolism, Energy Balance and Lipids
- Adrenal Cortex and Medulla
- Genetics, Oncology and Neuroendocrine Tumours
- Diabetes Mellitus
- Research Project for MSc in Endocrinology and Diabetes

2009:255 The Committee noted the following points:

i. The MSc/PGDip Endocrinology and Diabetes (Part 2) was originally submitted to the Programmes Committee on the 30th March but was not approved due to concerns about the length of the part time PGDip, the proposed management of student progression and the proposed supervisory structures for the 60 credit project.

ii. According to the revised proposal the part-time PGDip would run over 16 months rather than the previously proposed 8 months.

iii. Progression from one module to the next would be permitted following submission of the coursework rather than a requirement to pass the coursework.

iv. The arrangements for the supervision of the 60 credit projects would be formalised via written agreements between the supervisor and Queen Mary. As such, institutions would be approved on a case by case basis.

v. The assessment strategy of the programme had been modified to account for the increased use of coursework as a means of assessment and encouraged reflective learning.

vi. All assessed work would be marked and moderated by staff at Queen Mary.

vii. The issues over distance learning delivery of the programme had been fully reconciled and a number of discussions had taken place with the ELearning Unit.

viii. Whilst there was no mention of the operation of a Student-Staff Liaison Committee, it was recognised that there were various means by which students could provide feedback, including through dialogue with the Programme Organiser and online discussion boards/forums. It was expressed that there were no immediate plans to hold a formalised committee to discuss feedback and this was in part attributable to the nature of the programme, as it was delivered via distance learning. Members agreed that the means by which students could provide feedback should be made clear to students.

ix. It was expressed that the content of the Generic Skills and Core Knowledge module should be able to assure competence to undertake the research project.

x. The Committee thanked Dr Maralyn Druce for producing a
comprehensively and well-articulated revised programme proposal that clearly addressed a number of concerns discussed at the March meeting of Programmes Committee.

2009:256 The Committee **approved** the Part 2 programme proposal and associated module proposals.

### Part 3 – Programme Amendments

#### School of Biological and Chemical Sciences

2009:257 The Committee **considered** programme amendments, incorporating module proposals and withdrawals, for the following programmes:

- BSc (Hons) Biomedical Sciences (B990)
- BSc (Hons) Biology with Psychology (C1C8)
- BSc Biochemistry with Forensic Science (C7F4)
- BSc Chemistry with Forensic Science (F1F4)
- BSc Molecular Biology with Forensic Studies (C7FS)
- Chemistry with Forensic Science (F1F4)
- BSc Molecular Biology with Forensic Science (C7FK)
- BSc Molecular Biology with Forensic Studies (C7FS)
- BSc Biology (C100)
- BSc Biology with Business Management (C1N1)
- BSc Biology with Psychology (C1C8)
- BSc Zoology (C300)
- BSc Genetics (C400)
- BSc Genetics with Microbiology (C4C5)
- BSc Medical Genetics (C431)
- BSc Molecular Biology (C720)

**Module Proposals:**
- Human Genetics and Genomics
- Biological Sciences Psychology Research Project
- Population and Chromosome Genetics

**Module Withdrawals:**
- Genomics
- Human and Medical Genetics

2009:258 The Committee **noted** the following:

i. The presentation of the notional study hours for the Human Genetics and Genomics module proposal required attention, as the total module notional study hours was incorrect.

**Action:** SBCS

ii. The duration of assessment for coursework (1 and 2) for the Human Genetics and Genomics module proposal required attention, as this was left blank.

**Action:** SBCS

iii. The pre-requisite progression hurdle (55% mark required in year 1) for Biological Sciences Psychology Research Project module proposal required clarification, given that the module was intended to
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be a module proposal

Action: SBCS

iv. The committee sought clarification whether students had been consulted regarding the withdrawal of the Genomics module (SBS639).

Action: SBCS

v. The presentation of the notional study hours for the Population and Chromosome Genetics module proposal required attention, as the total module notional study hours was incorrect.

Action: SBCS

vi. The duration of assessment for coursework (1 and 2) for the Population and Chromosome Genetics module proposal required attention, as this was left blank.

Action: SBCS

2009:259 The Committee approved the programme amendments and corresponding module proposals and withdrawals subject to SBCS clarifying the above points with the Academic Secretariat.

Action: SBCS

Language and Learning Unit

Foundation Certificate in Social Sciences and Humanities (Y2GE)

2009:260 The Committee considered a programme amendment for the Foundation Certificate in Social Sciences and Humanities and the following module proposals and withdrawals:

Module Proposals-
- Foundation Certificate: English Language and Study Skills
- History – Making the Modern World
- Introduction to Literature, Art and Film
- Mathematics for Economics
- Economics
- Geography
- International Relations and Politics

Module Withdrawals-
- IFC001 English Language and Study Skills
- IFC002 Economics
- IFC004 Geography
- IFC007 Mathematics for Economics
- IFC008 Spanish
- IFC009 Japanese
- IFC014 History ‘Making of the Modern World’
- IFC015 Introduction to Literature, Art and Film
- IFC306 International Relations and Politics

2009:261 The Committee noted the following:

i. The programme did not comply with the Queen Mary Academic Credit Framework and the aim of the programme amendment submitted was to address this.
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ii. The module proposals all contained the prefix ‘Foundation Certificate’ but it was expressed that the ‘Foundation Certificate’ prefix should only be used for the English Language and Study Skills module. The module titles had been corrected above to reflect their approved and correct titles.

iii. As a result of discussion following the recent internal review of the Language and Learning Unit, the entry tariff was being reconsidered.

iv. The narrow range of marking was discussed, although the threshold of 70% for distinctions was generally deemed as acceptable. It was suggested that external examiners should be consulted where a decision is taken to modify the classification scale.

v. The module withdrawal for IFC009 should in fact be for European Cultural Studies, not Japanese and was an error in the paperwork.

2009:262 The Committee approved the programme amendment and associated module proposals and withdrawals.

Pre Masters Diploma in Social Sciences and Humanities (Y2QE)

2009:263 The Committee considered a programme amendment for the Pre Masters Diploma in Social Sciences and Humanities and the following module proposals and withdrawals:

Module Proposals-
- Pre-Masters Diploma: English Language and Study Skills
- Global Politics
- Quantitative Techniques
- Economics and Finance

Module Withdrawals-
- IF0010 Introduction to Film
- IF0011 Economics and Finance
- IFC012 Quantitative Techniques
- IFC013 English Language and Study Skills
- IFC618 Global Politics

2009:264 The Committee noted the following:

i. The programme did not comply with the Queen Mary Academic Credit Framework and the aim of the programme amendment submitted was to address this problem.

ii. The module proposals all contained the prefix ‘Pre-Masters Diploma’ but it was expressed that the ‘Pre-Masters Diploma’ prefix should only be used for the English Language and Study Skills module. The module titles had been corrected above to reflect their approved and correct titles.

iii. As a result of discussion following the recent internal review of the Language and Learning Unit, the entry tariff was being reconsidered.

iv. The narrow range of marking was discussed, although the threshold of 70% for distinctions was generally deemed as acceptable. It was
suggested that external examiners should be consulted where a decision is taken to modify the classification scale.

v. The content of the module proposal for Quantitative Techniques needed addressing and the learning outcomes required further enhancement in conjunction with the School of Economics and Finance in order to ensure that they were pitched at the correct academic level; level 6. The duration/length of semester 1 and semester 2 coursework required attention, as this was left blank.

   *Action: LLU / SEF*

vi. The learning outcomes for the module proposal for Economics and Finance needed addressing and required further enhancement in conjunction with the School of Economics and Finance in order to ensure that they were pitched at the correct academic level; level 6. The duration/length of semester 1 and semester 2 coursework required attention, as this was left blank.

   *Action: LLU / SEF*

2009:265 The Committee approved the programme amendment for the Pre Masters Diploma in Social Sciences and Humanities and the associated module proposals and withdrawals, subject to the provision of revised module proposals for Quantitative Techniques and Economics and Finance in order to address the issues noted above. The revised module proposal forms would be considered by Chair’s action.

   *Action: LLU / Chair*

**Geography**

**BSc Environmental Science (F850)**

2009:266 The Committee considered and approved a programme amendment for the BSc Environmental Science programme.

**BSc Environmental Science with Business Management (F8N2)**

2009:267 The Committee considered and approved a programme amendment for the BSc Environmental Science with Business Management.

**School of Medicine and Dentistry**

**MSc Surgical Skills and Sciences (AEQ1)**

2009:268 The Committee considered a programme amendment for the MSc Surgical Skills and Sciences and the following associated module proposals:

- Laparoscopy Skills
- Laparoscopic Suturing Skills
- Laparoscopic Procedure Skills (Cholecystectomy)
- Laparoscopic Procedure Skills
- Endoscopy Skills
- Research Methods

2009:269 The Committee noted the following:

i. The ‘Extended MSc’ documented in the Programme Specification was not an approved award of Queen Mary or the University of
ii. The programme was being modularised in order to comply with the Queen Mary Academic Credit Framework.

iii. The programme level learning outcomes documented in the programme specification required attention and more detail in order to ensure that the learning outcomes reflected the fact that the programme was at level 7.

Action: SMD

iv. The module proposals all required significant attention in terms of the module aims and learning outcomes. The learning outcomes particularly required attention and more detail in order to ensure the modules were at the correct academic level; level 7.

Action: SMD

v. A representative from SMD who could respond to the Committee’s questions and concerns did not attending the meeting, and was part of the reason it was felt necessary to refer the programme amendment and associated module proposals back to SMD.

2009:270 The Committee did not approve the programme amendment and associated module proposals for the MSc Surgical Skills and Sciences. The programme amendment and module proposals required further work in order to address a number of points discussed above and therefore would need to be resubmitted to the Committee.

Action: SMD

MSc Cancer Therapeutics (A3T3, A3T4, A3T5, A3T6)

2009:271 The Committee considered a programme amendment for the MSc Cancer Therapeutics and the associated module proposal for Surgical Oncology and noted the following:

i. The current credit value structure for the MSc Cancer Therapeutics included a number of modules valued at 7.5 credits, which did not comply with the Academic Credit Framework and were not a multiple of 15. Consequently, the programme team would need to submit a detailed rationale for the use of 7.5 credit modules.

Action: SMD

ii. Ultimately, QEC would need to consider the request for modules that were outside of the approved QMACF and it was expressed that the School intended to seek permission from QEC for permission to continue to offer 7.5 credit modules on academic grounds.

iii. A representative from SMD who could respond to the Committee’s questions and concerns did not attending the meeting, and was part of the reason it was felt necessary to refer the programme amendment and associated module proposal back to SMD.

2009:272 The Committee did not approve the programme amendment for the MSc Cancer Therapeutics and Surgical Oncology module proposal. Further work was therefore required in order to address a number of points detailed above and therefore would need to be resubmitted to the Committee.
MSc Molecular Pathology and Genomics (A3T1/A3T2)

2009:273 The Committee considered a programme amendment for the MSc Molecular Pathology and Genomics, which related to a proposal to offer a distance learning version of the programme and updating the following modules:

- Basic Molecular Biology
- Genomic Technologies
- Molecular Haemato-Oncology
- Molecular Pathology of Solid Tumours
- Research Skills Module

2009:274 The Committee noted the following:

i. Apart from updating the title and content of modules, the programme amendment for the MSc Molecular Pathology and Genomics also detailed a proposal to offer a distance learning version of the programme that would run alongside the established programme that is delivered on-campus.

ii. The module update for Genomic Technologies was to change the title to Genomics Approaches to Human Disease.

iii. The module Genomic Technologies/ Genomics Approaches to Human Disease did not comply with the Academic Credit Framework as the credit value was not a multiple of 15. Consequently, the programme team would need to submit a detailed rationale for the use of this 7.5 credit module.

iv. Ultimately, QEC would need to consider the request for a module that was outside of the approved QMACF and it was expressed that the School intended to seek permission from QEC for permission to continue to offer 7.5 credit modules on academic grounds.

v. A representative from SMD who could respond to the Committee’s questions and concerns regarding the module update for Genomic Technologies/ Genomics Approaches to Human Disease did not attending the meeting, and was part of the reason it was felt necessary to refer the programme amendment and associated module updates back to SMD.

2009:275 The Committee approved the programme amendment for the MSc Molecular Pathology and Genomics, including the proposal to offer a distance learning version of the programme and the associated module updates. However, the module update for Genomic Technologies/ Genomics Approaches to Human Disease was not approved due to the credit value being outside of the Academic Credit Framework and not a multiple of 15. The module update required further work and would be revised in order to address a number of points detailed above and therefore would need to be resubmitted to the Committee.

MSc Dental Technology and PgDip Dental Technology
The Committee considered a programme amendment for the MSc Dental Technology and PgDip Dental Technology and noted the following:

i. A programme amendment was submitted to the Programmes Committee on the 30th March for a change to the title of this programme to ‘MSc/PGDip Dental Materials’. This Amendment was not approved as a Programme entitled ‘Dental Materials’ already existed within the School of Engineering and Materials Science.

ii. The proposed new title was MSc/PGDip Dental Technology and Biomaterials. However, the School of Engineering and Materials Sciences (SEMS) also ran an MSc in Biomaterials and it was agreed by committee members that this proposed new title would be unnecessarily confusing.

iii. Members of the Committee suggested that SMD and SEMS should consult and agree a way forward with a view to submitting a revised programme amendment and title change that satisfied the requirements of both parties.

Action: SMD/SEMS

The Committee did not approve the programme amendment for the MSc Dental Technology and PgDip Dental Technology. The programme amendment required further work in order to clarify a revised programme title that was acceptable to both SMD and SEMS and therefore would need to be resubmitted to the Committee.

Action: SMD/SEMS

Certificate of Higher Education in Medical Terminology and Health Care Administration

The Committee considered and approved programme amendment for the Certificate of Higher Education in Medical Terminology and Health Care Administration to change the title of the programme to: Certificate of Higher Education in Health Care Administration and Medical Terminology.

School of Economics and Finance

MSc Investment and Finance (L1T1)

The Committee considered and approved programme amendment for the MSc Investment and Finance.

MSc Banking and Finance (L1S3)

The Committee considered and approved programme amendment for the MSc Banking and Finance.

Educational and Staff Development

Postgraduate Diploma in Academic Practice (N6D1)

The Committee considered a programme amendment for the Postgraduate Diploma in Academic Practice and the following module proposals:

- Researching higher education practice
- Professional development in academic practice
2009:282  The Committee noted the following:

(i) The total notional study hours for both 30 credit modules were specified as 150 hours. However, it was suggested that this irregularity be reconciled so that the total notional study hours both 30 credit modules equated to 300 hours, not 150 hours.

Action: ESD

2009:283  The Committee approved the programme amendment and associated module proposals subject to refinement and further clarification of the notional study hours noted above. Revised module proposal forms would be submitted incorporating these revisions and this submission would be considered by Chair’s Action.

Action: ESD / Chair

Part 4 – Programme Withdrawals

Department of Physics

2009:284  The Committee considered and approved programme withdrawals for the following programmes:

- BSc Physics with Study Abroad (F304)
- BSc Physics with Finance (F3N3)
- MSci Physics with Study Abroad (F305)
- BSc Nanoscience and Nanotechnology (F390)
- MSci Nanoscience and Nanotechnology (F391)

Action: ATRPG/Academic Secretariat

School of Electronic Engineering and Computer Science

2009:285  The Committee considered and approved programme withdrawals for the following programmes:

- MSc Intelligent Imaging Systems (G4S8)
- MSc in Computer Science by Joint Research (G4X1)
- MSc New Media Interaction (C4S0/C4S3)

Action: ATRPG/Academic Secretariat

School of Biological and Chemical Sciences

2009:286  The Committee considered and approved programme withdrawals for the following programmes:

- Intercalated Medical Degree (C190)

Action: ATRPG/Academic Secretariat

Language and Learning Unit

2009:287  The Committee considered and approved programme withdrawals for the following programmes:

- Pre-Masters Diploma in Science and Engineering (FGHT)

Action: ATRPG/Academic Secretariat
School Business and Management

2009:288 The Committee considered and approved programme withdrawals for the following programmes:

- MSc International Management with Finance (N1S6)
  
  Action: ATRPG/Academic Secretariat

School of English and Drama

2009:289 The Committee considered and approved programme withdrawals for the following programmes:

- MA/MSc Digital Performance (G4T1/G4T3)
  
  Action: ATRPG/Academic Secretariat

Part 5 – Module Proposals

School of Biological and Chemical Sciences

2009:290 The Committee considered module proposals for the following modules:

- Contemporary Inorganic Chemistry by Distance Learning
- Extended Essay in Psychology
- Forensic Chemistry
- Heredity and Gene Action for Forensic Scientists

2009:291 The Committee noted the following:

i. The Extended Essay in Psychology module appeared to be somewhat disproportionate in terms of the very limited class contact (only 3 hours) and support given at this level (level 6). It was suggested that this was not appropriate for a level 6 module and required attention.

  Action: SBCS

ii. The Forensic Chemistry module was a level 5 module and was incorrectly stated as level 4 in the module specification section. The learning outcomes of the module required attention and more detail in order to ensure the module was at the correct academic level; level 5. This included removing the word ‘listed’ from the first learning outcome, as this was an error. The precise breakdown of notional study hours for the module was also unclear, particularly where reference was made to student independent learning time and the total module notional study hours. Given that the module was a 15 credit level module, and taking into consideration Queen Mary guidelines relating to credit level values and notional study hours, members questioned whether the total notional study hours was appropriate. Typically, a 15 credit level module would have a total of 150 notional study hours.

  Action: SBCS

iii. The Heredity and Gene Action for Forensic Scientists module required clarification of the student/lecturer interaction, particularly in
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terms of the experimental reports and on-line gene mapping exercise. The precise breakdown of notional study hours for the module was also unclear where reference was made to student independent learning time and the total module notional study hours. Given that the module was a 15 credit level module, and taking into consideration Queen Mary guidelines relating to credit level values and notional study hours, members questioned whether the total notional study hours was appropriate. Typically, a 15 credit level module would have a total of 150 notional study hours.

**Action: SBCS**

2009:292 The Committee **approved** the module proposals subject to refinement and further clarification of the learning outcomes and the nature of student / lecturer interaction for the modules Forensic Chemistry and Heredity and Gene Action for Forensic Scientists. Revised module proposal forms would be submitted for both modules incorporating the revised learning outcomes and breakdown of student / lecturer interaction and these would be considered by Chair’s Action.

**Action: SBCS / Chair**

### Department of Physics

2009:293 The Committee **considered** module proposals for the following modules:

- Stars
- Space, Time and Gravity
- Physics of Galaxies
- Elementary Particle Physics

2009:294 The Committee **noted** the following:

i. Since the introduction of the Academic Credit Framework in 2008/09 all of these modules had been delivered at level 6. However, the entry on SRS for the modules was incorrect and the modules were all listed as level 5 modules when in fact they were level 6 modules.

ii. The module withdrawal forms were considered and approved at the April 28th meeting of Programmes Committee.

iii. Given that there was no detailed information contained in any of the module proposals the committee could not ascertain that the content and learning outcomes were at the correct level; level 6.

iv. There was some confusion with regard to the original paperwork that was approved for these modules. The Department of Physics was asked to check the date when approval was first granted, and ARCS would check corresponding paperwork in order to resolve the situation.

**Action: DP / Academic Secretariat**

2009:295 The Committee **approved** the module proposals subject to the Department of Physics clarifying the date that the original module proposals went to Engineering and Mathematical Sciences Faculty Board so that it could be confirmed they were approved at the correct level.

**Action: DP / Chair**

### Radiation Detectors

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2009:296 The Committee considered a module proposal for Radiation Detectors and noted the following:

i. The duration/world length for the dissertation element of assessment was left blank and should be clarified.

2009:297 The Committee approved the module proposals subject to clarifying the duration/world length for the dissertation element of assessment

Action: DP

Physics Euromasters Project

2009:298 The Committee considered a module proposal for Physics Euromasters Project and noted the following:

i. The precise breakdown of notional study hours for the module was left blank and required clarification, particularly where reference was made to student/lecturer interaction, student independent learning time and the total module notional study hours. Typically, a 15 credit level module would have a total of 150 notional study hours, taking into account Queen Mary guidelines relating to credit level values and notional study hours.

Action: DP

ii. The learning outcomes required attention and more detail in order to ensure the module was at the correct academic level; level 7.

Action: DP

2009:299 The Committee approved the module proposal subject to further clarification of the precise breakdown of notional study hours for the module and refinement of the learning outcomes to articulate that the module was a level 7 module. A revised module proposal form would be submitted incorporating the precise breakdown of notional study hours and revised learning outcomes and this would be considered by Chair’s Action.

Action: DP / Chair

Research Methods for Physics Euromasters

2009:300 The Committee considered a module proposal for Research Methods for Physics Euromasters and noted the following:

i. The learning outcomes required attention and more detail in order to ensure the module was at the correct academic level; level 7.

Action: DP

ii. The duration of the presentation element of assessment was left blank and should be clarified.

Action: DP

iii. The precise breakdown of student independent learning time should be clarified.

Action: DP

2009:301 The Committee approved the module proposal subject to refinement of the learning outcomes to articulate that the module was a level 7 module, clarifying the duration of the presentation element of assessment, and
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detailing the precise breakdown of student independent learning time. A revised module proposal form would be submitted incorporating these points and this would be considered by Chair’s Action.

**Action:** DP / Chair

Department of Mathematical Sciences

2009:302 The Committee **considered** module proposals for the following modules:

- Probability Models
- Random Processes
- Statistical Methods

2009:303 The Committee **noted** the following:

i. The precise breakdown of notional study hours for the module Probability Models was unclear and required clarification, particularly where reference was made to student/lecturer interaction, student independent learning time and the total module notional study hours. Typically, a 15 credit level module would have a total of 150 notional study hours, taking into account Queen Mary guidelines relating to credit level values and notional study hours. All information should be specified in hours.

**Action:** DMS

ii. The precise breakdown of notional study hours for the module Random Processes was unclear and required clarification, particularly where reference was made to student/lecturer interaction, student independent learning time and the total module notional study hours. Typically, a 15 credit level module would have a total of 150 notional study hours, taking into account Queen Mary guidelines relating to credit level values and notional study hours. All information should be specified in hours. The duration of the coursework element of assessment also required attention as this field was blank.

**Action:** DMS

iii. The Statistical Methods module was a level 5 module and was incorrectly stated as level 6 in the module specification section. The precise breakdown of notional study hours was also unclear and required clarification, particularly where reference was made to student/lecturer interaction, student independent learning time and the total module notional study hours. Typically, a 15 credit level module would have a total of 150 notional study hours, taking into account Queen Mary guidelines relating to credit level values and notional study hours. All information should be specified in hours.

**Action:** DMS

2009:304 The Committee **approved** the module proposals subject to clarifying the precise breakdown of notional study hours and for the Random Processes module, the duration of the coursework element of assessment. Revised module proposal forms would be submitted incorporating the points detailed above and would be considered by Chair’s Action.

**Action:** DMS / Chair

School of Law
Origins of the Western Legal Tradition

2009:305 The Committee considered a module proposal for Origins of the Western Legal Tradition and noted the following:

i. There was an inconsistency in terms of the notional study hours of the module, which were specified as a total of 150 hours; comprising 22 hours of seminars and 88 hours of student independent learning time. The precise breakdown and total module notional study hours therefore required clarification

Action: SL

2009:306 The Committee approved the module proposal subject to clarifying the precise breakdown and total module notional study hours for the module. A revised module proposal form would be submitted with incorporating the points detailed above and would be considered by Chair’s Action.

Action: SL / Chair

School of English and Drama

Victorian Print Culture

2009:307 The Committee considered a module proposal for Victorian Print Culture and noted the following:

i. The first three learning outcomes required further clarification and expansion.

Action: SED

2009:308 The Committee approved the module proposal subject to revising the three learning outcomes detailed in the module proposal form. A revised module proposal form would be submitted with incorporating revised learning outcomes and would be considered by Chair’s Action.

Action: SED / Chair

Reading Childhood/Writing Children

2009:309 The Committee considered a module proposal for Reading Childhood/Writing Children and noted the following:

i. The learning outcomes required attention and more detail in order to ensure the module was at the correct academic level; level 6. For instance, one of the learning outcomes used the phrase ‘have some idea..’. Learning outcomes should be more detailed and concise statements.

Action: SED

2009:310 The Committee approved the module proposal subject to revising the learning outcomes. A revised module proposal form would be submitted with incorporating revised learning outcomes and would be considered by Chair’s Action.

Action: SED / Chair

Department of Politics

Themes and Cases in US Foreign Policy
The Committee considered a module proposal for Themes and Cases in US Foreign Policy and noted the following:

i. The learning outcomes for the module were well articulated as level 7 learning outcomes.

ii. There was an inconsistency in terms of the notional study hours of the module, which was specified as 300 hours and comprised 18 hours of student independent learning time per week. The box referring to student/lecturer interaction was missing from the proposal and this information required clarification. All information should be specified in total hours.

Action: DP

The Committee approved the module proposal subject to addressing the inconsistency in terms of the notional study hours of the module and clarifying the number of hours of student/lecturer interaction. A revised module proposal form would be submitted, incorporating the points above and would be considered by Chair’s Action.

Action: DP / Chair

The Americas in Comparative Perspective I: Historical Roots

The Committee considered a module proposal for The Americas in Comparative Perspective I: Historical Roots and noted the following:

i. There was an inconsistency in terms of the notional study hours of the module, which were specified as 300 hours and comprised 18 hours of student independent learning time per week. The box referring to student/lecturer interaction was missing from the proposal and this information required clarification. All information should be specified in total hours.

Action: DP

The Committee approved the module proposal subject to addressing the inconsistency in terms of the notional study hours of the module and clarifying the number of hours of student/lecturer interaction. A revised module proposal form would be submitted with incorporating the points above and would be considered by Chair’s Action.

Action: DP / Chair

The Americas in Comparative Perspective II: Modern Politics and Society

The Committee considered a module proposal for The Americas in Comparative Perspective II: Modern Politics and Society and noted the following:

i. There was an inconsistency in terms of the notional study hours of the module, which were specified as 300 hours and comprised 18 hours of student independent learning time per week. The box referring to student/lecturer interaction was missing from the proposal and this information required clarification. All information should be specified in total hours.

Action: DP

The Committee approved the module proposal subject to addressing the inconsistency in terms of the notional study hours of the module and clarifying
the number of hours of student/lecturer interaction. A revised module proposal form would be submitted with incorporating the points above and would be considered by Chair's Action.

Action: DP / Chair

Part 6 – Module Withdrawals

School of Law

2009:317 The Committee considered and approved module withdrawals for the following modules:

- LAW350 Civil Rights in the USA
- LAW351 Law and Government in the USA
- LAW353 Law and Literature in Western Modernity
- LAW354 Law, Justice and Democracy
- LAW0291 Law and Medical Ethics 1
- LAW355 Law, Justice and Virtue Ethics
- LAW6038 Constitutional Rights in the USA
- LAW001 Public Law
- LAW002 Criminal Law
- LAW003 Common Law 1 (Law of Contract)
- LAW004 Law of Property 1
- LAW021 Criminal Law for BA Law Politics Students
- LAW055 EU Justice and Home Affairs
- LAW0551 EU Justice and Home Affairs A: Immigration and Asylum Law
- LAW0552 EU Justice and Home Affairs B: Criminal Law
- LAW056 European Comparative Law
- LAW0561 European Comparative Law A: European Legal Systems
- LAW0562 European Comparative Law B: European Integration
- LAW302 Law and Globalisation: Companies, International Trade and Human Rights
- LAW305 Law and Social Crisis
- LAW306 International Commercial Transactions
- LAW3061 International Commercial Transactions
- LAW307 Media Law
- LAW308 Law of Succession
- LAW310 Law of Property III
- LAW321 Law of Finance
- LAW359 United Kingdom Human Rights Law
- LAW6451 Criminology A
- LAW6452 Criminology B
- LAW333 Cyberspace Law
- LAW300 Internet Regulation
- LAW301 Electronic Commerce
- LAW356 Penal Policy
- LAW357 Sentencing
- LAW358 Sentencing and Penal Policy
- LAW304 Law and Justice: Classical Approaches
- LAW370 Law and Literature: Justice in Crisis
- LAW371 Law and Literature: The Foundations of Law
Language and Learning Unit

2009:318 The Committee considered and approved module withdrawals for the following modules:

- Achieving at University: Learning the Ropes – 1
- Achieving at University: Learning the Ropes – 2

Part 7 – Other business

Any other business

2009:319 No further business was noted.

Date of next meeting

2009:320 The Committee noted that the next meeting of Programmes Committee would take place on Wednesday 23rd June 2010 at 14.00.