Programmes Committee

Minutes of the meeting of the Programmes Committee Wednesday 23 June 2010

CONFIRMED

Present:
Prof. Morag Shiach (Chair)
Prof. Graham Thompson
Prof. Liz Davenport
Prof. Cliff Oswick

Ms Angie Raymond
Dr Theo Kreouzis
Mr Peter Rosenberg

Prof. Olwyn Westwood
Dr Mark Carroll
Dr Henri Huijberts

In attendance:
Mr Ken Chow (Secretary)
Prof. Susan Dilly
Dr Alastair Owens
Dr David Watson

Ms Jane Pallant
Prof. Virginia Davis
MS Jill Evans

Prof. Adrian Smith
Mr Alan Evison
Prof. Leonard Olschner

Prof. Susan Dilly
Prof. Virginia Davis
Dr Alastair Owens
Dr David Watson

Apologies:
Prof. Ray Croucher
Prof. Wen Wang
Prof. Ray Kiely
Prof. Maurice Elphick

Mr Sam Brenton
Dr Omar Garcia-Obregon
Prof. David Arrowsmith

Prof. Evelyn Welch
Prof. Bill Spence
Prof. Joy Hinson

Part 1 – Preliminary Items

Minutes of the extraordinary April meeting of Programmes Committee [PC2009-186]

The Committee considered and confirmed the minutes of the previous meeting held on Wednesday 28th April 2010.

Matters Arising from the extraordinary April meeting of Programmes Committee [PC2009-187]

The Committee received a paper on the matters arising from the minutes of the extraordinary meeting of Programmes Committee and noted the following:

i. There were a significant number of programme and module related proposals that the Committee had considered that had outstanding issues and were subject to further work.

ii. Due to the need to finalise information on SITS, and given that a number of the programme and module related proposals with outstanding issues were to apply from September 2010, a deadline date of 14 July 2010 would be set for receipt of all revised outstanding programme proposals, programme amendments and module proposals. Anything not received by this deadline would not be approved in time for a September 2010 start.
Minutes of the previous (May) meeting of Programmes Committee [PC2009-188]

2009:323 The Committee **considered** and **confirmed** the minutes of the previous meeting held on Wednesday 12th May 2010.

Matters Arising from the previous (May) meeting of Programmes Committee [PC2009-189]

2009:324 The Committee **received** a paper on the matters arising from the minutes of the previous (May) meeting of Programmes Committee and **noted** the following:

i. There were a significant number of programme and module related proposals that the Committee had considered that had outstanding issues and were subject to further work.

ii. Due to the need to finalise information on SITS, and given that a number of the programme and module related proposals with outstanding issues were to apply from September 2010, a deadline date of 14 July 2010 would be set for receipt of all revised outstanding programme proposals, programme amendments and module proposals. Anything not received by this deadline would not be approved in time for a September 2010 start.

Part 2 – For Discussion

Process for considering and approving module updates [PC2009-190]

2009:325 The Committee **considered** a paper relating to a process for the consideration and approval of module updates/amendments to already approved modules and **noted** the following:

i. Under previous arrangements the process for considering and approving module updates would have been completed by the Academic Dean via Chair’s Action and then reported at respective Faculty Boards. However, with the introduction of Programmes Committee a formal process for considering and approving module updates needed to be established.

ii. There were several possible options that could be considered regarding a process for considering and approving module updates. Given that the majority of module updates constituted fairly minor changes (i.e. change to module title, method of teaching, content description and method of assessment) any agreed process should reflect this fact.

iii. The agreed process should also take into account that the volume of module updates through the course of an academic year could be substantial and should not overburden the work of the Committee.

iv. Cumulative changes and updates to modules were discussed, given that a number of minor changes to a module may ultimately constitute a major change. This would need further consideration and closer central monitoring of module amendments.
2009:326 The Committee approved option 3 regarding a process for considering and approving module updates but requested further information on the operation of the process, with particular reference to the screening of module updates. **Action: Academic Secretariat**

### Programme Amendments and Programme Specifications

2009:327 The Committee discussed whether Programme Specifications that accompany Programme Amendments should be considered by the Committee, given that the volume of Programme Specifications is often significant.

2009:328 The Committee agreed that Programme Specifications that accompany Programme Amendments would in future not have to be considered by the Committee. However, Programme Specifications would be submitted to the Academic Secretariat with the amendment and would be checked for completeness. Any programme amendment received without an updated Programme Specification would not be considered by the Programmes Committee.

### Part 3 – Programme Proposals

#### School of Languages, Linguistics and Film [PC2009-191]

**MA Comparative Literature (Part 2)**

2009:329 The Committee considered a Part 2 programme proposal for the MA Comparative Literature and the following associated module proposals and module update:

- Key Concepts in Twentieth-Century Literary Criticism
- Cultures of Comparison – Theory of Practice
- Thinking Translation (module update)

2009:330 The Committee noted the following points:

i. The programme was designed to be flexible and allow students choice in the modules they studied and the particular area of literature they focused on.

ii. Students would have the opportunity to study on different pathways within the programme in consultation with their advisors, although it was understood that these pathways would not operate as a defined route of study.

iii. Students studying the programme in part-time mode would effectively be studying at the same rate per semester as students enrolled on the full-time mode of study. As such, members of the Committee questioned whether this would be an issue for part-time students. It was understood that other part-time masters programmes within the School of Languages, Linguistics and Film also followed a slightly different format in terms of the logistics of part-time study. Consequently, the Committee requested further clarification regarding
2009:331 The Committee approved the Part 2 programme proposal subject to clarifying the model of part-time provision for the MA Comparative Literature.

**Action:** SLLF

**School of Medicine Dentistry [PC2009-192]**

**MSc Critical Care (Part 2)**

2009:332 The Committee considered Part 2 programme proposal for the MSc Critical Care and the following associated module proposals:

- Neurocritical care and trauma management
- Decision making, communication and ethics
- Care of the unconscious patient
- Special Patient Groups
- Research and audit methodology
- Pathophysiological basis of critical illness
- Clinical observership
- Dissertation
- Supportive Care for Failing Organ Function

2009:333 The Committee noted the following points:

i. It was unclear whether the PgCert and PgDip were intended to be offered as stand alone programmes or whether they would function as interim awards and facilitate an exit route for students who did not attain the MSc in Critical Care. It was expressed that the PgCert and PgDip would only function as exit awards for students and this was what was being put forward before the Committee for consideration and approval.

ii. In order to clarify the status of the PgCert and PgDip elements as exit awards of the programme and not separate programmes of study, the Part 2 proposal form and Programme Specification would be amended accordingly.

iii. The emphasis on clinical practice within the programme was not articulated within the Part 2 proposal and could benefit from further attention.

iv. All new 15 credit modules comprised of 35 hours of student/lecturer interaction but no further details were given regarding the nature of this contact. It was understood that student/lecturer contact would take a variety of formats and that this was in part dependant on the module being taught, with some modules making use of small group tutorials and others favouring lectures. Members agreed that students should be given more detail regarding the nature of student/lecturer contact.

v. The learning outcomes for the module Special Patient Groups could benefit from more detail to ensure they were at the correct academic level; level 7.

vi. The programme would comply with Queen Mary assessment,
progression and award regulations with modules having a pass mark of 50% and no element of assessment below 35%.

vii. Given the nature of the dissertation module some additional detail regarding student/lecturer interaction would be useful to ensure that students were appropriately supported.

2009:334 The Committee approved the Part 2 programme proposal and associated module proposals subject to clarifying the points above and providing a revised Part 2 proposal form and module proposal for Special Patient Groups that addressed the issues above. This would be considered by Chair’s Action. Approval was given on the basis that the PgCert and PgDip would function as exit awards, rather than stand alone programmes.

**Action: SMD (WHRI)**

**MClinDent Oral Medicine (Part 2)**

2009:335 The Committee considered a Part 2 programme proposal for the MClinDent Oral Medicine and the following associated module proposals:

- Pathology and Immunology of Oral Disease
- Clinical and Laboratory Tests and their Interpretation
- The Diagnosis, Prevention and Management of Oral and Salivary Gland Disease
- Multidisciplinary Management of the Oral Manifestations of Systemic Disease
- Literature Review
- Audit Project

2009:336 The Committee noted the following points:

i. The programme was a 2 year full-time programme from the Institute of Dentistry.

ii. The module pass mark was confirmed as 50%, in line with Queen Mary assessment, progression and award regulations.

iii. The nature of the training element of the programme had yet to be decided.

iv. Comments from an external advisor were circulated in advance of the meeting to members of the Committee and it was noted that these comments were largely positive regarding the development of the programme.

v. Members of the Committee commended the quality of the documentation received and the well presented proposal that complemented the portfolio of programmes currently offered within the Institute of Dentistry.

2009:337 The Committee approved the Part 2 programme proposal and associated module proposals.

**Part 4 – Programme Amendments**
Language and Learning Unit [PC2009-193]

Presessional English 4 weeks, 8 weeks and 12 weeks programmes (Y2E1, Y2E2, Y2E3)

2009:338 The Committee considered Part 2 programme proposals for the Presessional English 4 weeks, 8 weeks and 12 weeks programmes and noted that the proposed change related to extending the duration of the programmes to 5, 9 and 13 weeks in order to accommodate the enhanced assessment regime.

2009:339 The Committee approved the programme amendments.

Department of Geography [PC2009-194]

2009:340 The Committee considered and approved programme amendments, incorporating a module update and withdrawal, for the following programmes:

Programme Amendments:
- BA Geography (L700)
- BA Human Geography (L720)
- BA Global Change (FL71)
- BSc (Econ) Geography with Business Management (F8N1)
- BSc (Econ) Geography (L721)
- BA Cities, Economies and Social Change (LL31)
- BA Geography and Politics (LL72)
- BSc (Econ) Geography and Economics (LL71)

Module Update:
- Research Methods in the Social Sciences 2 (GEG4108)

Module Withdrawal:
- Research Methods in the Social Sciences 1 (GEG4107)

School of Languages Linguistics and Film [PC2009-195]

BA English Language and Linguistics (QQHI)

2009:341 The Committee considered and approved a programme amendment for the BA English Language and Linguistics programme.

School of Biological and Chemical Sciences [PC2009-196]

2009:342 The Committee considered programme amendments, incorporating a module update, for the following programmes:

Programme Amendments:
- MSc & PgCert Freshwater & Coastal Sciences(C1S1/C1S2/C1S5/C1Ci/C1CP)
- MSc Aquatic Ecology by Research (C1S6/C1S7)
- BSc Zoology (C300)
- BSc Biology (C100)
- BSc Biology with Psychology (C1C8)

Module Update:
- Aquatic systems: structure and function (SBSM002)
2009:343 The Committee noted the following:

i. The programme amendment for the MSc & PgCert Freshwater & Coastal Sciences and MSc Aquatic Ecology by Research incorporated a module update for Aquatic systems: structure and function (SBSM002), which related to a title change to “Aquatic ecosystems: structure and function”.

ii. The reference to ‘years 5 and 6’ within the programme amendments for the BSc Zoology, BSc Biology, and BSc Biology with Psychology referred to the level and not the year as documented.

2009:344 The Committee approved the programme amendments for the above programmes.

School of Engineering and Materials Science [PC2009-197]

BEng / MEng Sustainable Energy Engineering (H221/H224)

2009:345 The Committee considered and approved a programme amendment for the BEng / MEng Sustainable Energy Engineering.

Department of Law [PC2009-198]

Postgraduate Diploma in Law (M2D1/M2D2)

2009:346 The Committee considered a programme amendment for the Postgraduate Diploma in Law and noted that a revised Programme Specification was not submitted with the programme amendment form and did not accompany the original paperwork presented to the Committee. However, a revised Programme Specification had been received by Academic Secretariat outside of the meeting.

2009:347 The Committee approved a programme amendment for the Postgraduate Diploma in Law.

Part 5 – Module Proposals

Language and Learning Unit [PC2009-199]

Business Studies (Pre-Masters Diploma)

2009:348 The Committee considered a module proposal for Business Studies (Pre Masters Diploma) and noted the following:

i. The Business Studies (Pre-Masters Diploma) module proposal was due to come to a previous meeting of the Committee. Given that this module was business-related and situated at level 6, members of the Committee questioned why more support from the School of Business and Management was not provided. As such, it was suggested that the School of Business and Management should provide a member of staff to teach the module, rather than for the LLU to buy in the teaching from outside of Queen Mary.
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ii. The length of the presentation element of assessment required clarification and it was also not clear how seminar skills would be assessed.

iii. Members of the Committee agreed that the Academic Dean for Law and Social Sciences would discuss the nature of support provided to the LLU by the School of Business and Management for the Business Studies (Pre-Masters Diploma) module and reinforce the need to provide appropriate and adequate support.

2009:349 The Committee did **not approve** the module proposal, as further discussion was needed with the School of Business and Management regarding the nature of support provided for the delivery of the module. The module would be reconsidered by Chair's Action following the outcome of discussions with the Academic Dean for Law and Social Sciences (ADLSS) and School of Business and Management.

**Action: ADLSS/SBM/Chair**

Business Studies (Foundation Certificate)

2009:350 The Committee ***considered*** and ***approved*** a module proposal for the Business Studies (Foundation Certificate). Members of the Committee reinforced the importance of having a close working relationship between LLU and the School of Business and Management to facilitate the delivery of the module.

Introduction to Film Studies

2009:351 The Committee ***considered*** a module proposal for Introduction to Film Studies and ***noted*** the following:

i. This module had an identical title to an existing module already running within the School of Languages, Linguistics and Film (SLLF).

ii. Given that the module was at level 6 the content seemed somewhat generic. The rationale section of the module proposal could also benefit from some tailoring to the module itself and should be addressed.

iii. Both English language skills and subject specific skills relevant to the discipline were included in the module.

iv. It was not clear how seminar skills would be assessed.

v. Members of the Committee agreed that the Academic Dean for Arts would discuss the nature of support provided to the LLU by the SLLF for the Introduction to Film Studies module and reinforce the need to provide appropriate and adequate support.

2009:352 The Committee did **not approve** the module proposal, as further discussion was needed with the School of Languages, Linguistics and Film regarding the nature of support provided for the delivery of the module. The module would be reconsidered by Chair's Action following the outcome of discussions with the Academic Dean for Arts (ADA) and School of Languages, Linguistics and Film.

**Action: ADA/SLLF/Chair**
Exploring How English Works

2009:353 The Committee considered a module proposal for Exploring How English Works and noted the following:

i. The learning outcomes for the module required more detail to ensure that they were at the correct academic level; level 4.

ii. The current credit value of the module was valued at 7.5 credits, which did not comply with the Academic Credit Framework.

iii. Ultimately, QEC would need to consider the request for modules that were outside of the approved QMACF and it was agreed that the Head of the Language and Learning Unit should seek permission from QEC to offer a 7.5 credit module on academic grounds.

Action: LLU

2009:354 The Committee did not approve the module proposal due to the credit value of the module being outside of the Academic Credit Framework. The learning outcomes also required further development. Following consideration and approval by QEC to offer a 7.5 credit module, a revised module proposal form would be submitted incorporating revised learning outcomes and this would be considered by Chair’s Action.

Action: LLU/Chair

Exploring Spoken English

2009:355 The Committee considered a module proposal for Exploring Spoken English and noted the following:

i. The learning outcomes for the module required more detail to ensure that they were at the correct academic level; level 4.

ii. The current credit value of the module was valued at 7.5 credits, which did not comply with the Academic Credit Framework.

iii. Ultimately, QEC would need to consider the request for modules that were outside of the approved QMACF and it was agreed that the Head of the Language and Learning Unit should seek permission from QEC to offer a 7.5 credit module on academic grounds.

2009:356 The Committee did not approve the module proposal due to the credit value of the module being outside of the Academic Credit Framework. The learning outcomes also required further development. Following consideration and approval by QEC to offer a 7.5 credit module, a revised module proposal form would be submitted incorporating revised learning outcomes and this would be considered by Chair’s Action.

Action: LLU/Chair

Listening through the Media

2009:357 The Committee considered a module proposal for Listening through the Media and noted the following:

i. The current credit value of the module was valued at 7.5 credits, which did not comply with the Academic Credit Framework.
ii. Ultimately, QEC would need to consider the request for modules that were outside of the approved QMACF and it was agreed that the Head of the Language and Learning Unit should seek permission from QEC to offer a 7.5 credit module on academic grounds.

iii. The percentage weighting of the individual assessment elements was blank and required attention.

2009:358 The Committee did not approve the module proposal due to the credit value of the module being outside of the Academic Credit Framework. Following consideration and approval by QEC to offer a 7.5 credit module, a revised module proposal form would be submitted incorporating the points detailed above and this would be considered by Chair’s Action.

Action: LLU/Chair

Communicating in Writing

2009:359 The Committee considered a module proposal for Communicating in Writing and noted the following:

i. The learning outcomes for the module required more detail to ensure that they were at the correct academic level; level 4.

ii. The current credit value of the module was valued at 7.5 credits, which did not comply with the Academic Credit Framework.

iii. Ultimately, QEC would need to consider the request for modules that were outside of the approved QMACF and it was agreed that the Head of the Language and Learning Unit should seek permission from QEC to offer a 7.5 credit module on academic grounds.

2009:360 The Committee did not approve the module proposal due to the credit value of the module being outside of the Academic Credit Framework. The learning outcomes also required further development. Following consideration and approval by QEC to offer a 7.5 credit module, a revised module proposal form would be submitted incorporating revised learning outcomes and this would be considered by Chair’s Action.

Action: LLU/Chair

School of Biological and Chemical Sciences [PC2009-200]

Dissertation

2009:361 The Committee considered a module proposal for ‘Dissertation’ and noted the following:

i. Given the nature of the module and its independent study focus, some additional detail regarding student/lecturer interaction was requested. Specifically, it was unclear who assumed the responsibility for supervising the dissertation and if there would be timetabled / arranged meetings with project supervisors / the module tutor to support students.

ii. An explanation of the logistics of assessing the student contribution/work ethic element of assessment was requested, as it was not clear how this be assessed in practice.
iii. The qualifying mark field was left blank on the form and required attention.

2009:362 The Committee approved the module proposal subject to clarifying the points detailed above.

Action: SBCS

Department of History [PC2009-201]

Saladin, Richard the Lionheart and the Third Castle

2009:363 The Committee considered a module proposal for Saladin, Richard the Lionheart and the Third Castle and noted the following:

i. The assessment of a 30 credit module by means of a 5,000 coursework essay was in line with existing assessment practices within the Faculty of Arts.

ii. The total module notional study hours were specified as 150 hours.

iii. Given that the module was a 30 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 30 credit level module would have a total of 300 notional study hours. This irregularity should be reconciled so that the total notional study hours for the 30 credit module equated to 300 hours.

2009:364 The Committee approved the module proposal subject to further clarification of the issues noted above. A revised module proposal form would be submitted incorporating these revisions and this would be considered by Chair’s Action.

Action: DH/Chair

The Latin East

2009:365 The Committee considered a module proposal for The Latin East and noted the following:

i. The total module notional study hours were specified as 150 hours.

ii. Given that the module was a 30 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 30 credit level module would have a total of 300 notional study hours. This irregularity should be reconciled so that the total notional study hours for the 30 credit module equated to 300 hours.

2009:366 The Committee approved the module proposal subject to further clarification of the issues detailed above. A revised module proposal form would be submitted incorporating these revisions and this would be considered by Chair’s Action.

Action: DH/Chair

The Middle Ages (1000-1300)
The Committee considered a module proposal for The Middle Ages (1000-1300) and noted the following:

i. It was unclear how class participation would be assessed. It was expressed that this was not simply a mark for students who turned up to the module. Rather, this was part of a wider pilot project within the Department of History and there were clearly defined assessment criteria used to assess class participation.

ii. The marking scheme field and qualifying mark fields were left blank and required attention.

The Committee approved the module proposal subject to further clarification of the marking scheme field and qualifying mark.

Gender and Politics in Britain since 1870

The Committee considered and approved a module proposal for Gender and Politics in Britain since 1870.

The Crusades (1095-1291)

The Committee considered a module proposal for The Crusades (1095-1291) and noted the following:

i. The marking scheme field and qualifying mark fields were left blank and required attention.

ii. 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.

iii. The details of student/lecturer interaction were vague and should be clarified, as it was unclear what form this interaction would take. It was understood that this referred to formal lectures/seminars and students would also have contact with their tutor beyond the specified timetabled hours.

The Committee approved a module proposal for The Crusades (1095-1291), subject to clarifying the points above. A revised module proposal form would be submitted incorporating these revisions and this would be considered by Chair’s Action.

German Society 1645-1955

The Committee considered a module proposal for the German Society 1645-1955 and noted the following:

i. Previous modules within the Department of History aimed to build up students’ research methods skills and capabilities, as the acquisition of research skills was not explicitly addressed within this module.

ii. A significant amount of student independent learning time would be focused on engaging with key texts.
The Committee approved a module proposal for German Society 1645-1955.

The Mamluks

2009:373 The Committee considered a module proposal for The Mamluks and noted the following:

i. The total module notional study hours was specified as 150 hours.

ii. Given that the module was a 30 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 30 credit level module would have a total of 300 notional study hours. This irregularity should be reconciled so that the total notional study hours for the 30 credit module equated to 300 hours.

2009:374 The Committee approved the module proposal subject to further clarification of the issues detailed above. A revised module proposal form would be submitted incorporating these revisions and this would be considered by Chair’s Action.

Action: DH/Chair

School of Mathematical Sciences [PC2009-202]

2009:375 The Committee considered module proposals for the following modules:

- Electromagnetic Radiation in Astrophysics MSc
- Electromagnetic Radiation in Astrophysics MSci
- Research Methods for Astrophysics
- Topics in Scientific Computing MSc
- Topics in Scientific Computing MSci
- Additive Combinatorics MSc
- Additive Combinatorics MSci

2009:376 The Committee noted the following:

i. The learning outcomes of the both the MSc and MSci Electromagnetic Radiation in Astrophysics modules required attention and more detail in order to ensure the modules were at the correct academic level; level 7.

ii. The marking scheme field and qualifying mark fields were left blank on both the MSc and MSci Topics in Scientific Computing module proposals and required attention.

iii. The length of assessment for the three assessed elements of both the MSc and MSci Topics in Scientific Computing modules was specified in weeks and further clarification was requested as to the nature of this assessment.

iv. The learning outcomes of the both the MSc and MSci Additive Combinatorics modules required attention and more detail in order to ensure the modules were at the correct academic level; level 7.
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2009:377 The Committee **approved** the above module proposals subject to further clarification of the issues detailed above. Revised module proposal forms for all of the MSc and MSci modules would be submitted incorporating revisions to learning outcomes and these would be considered by Chair’s Action.

*Action: SMS/Chair*

**School of English and Drama [PC2009-203]**

2009:378 The Committee **considered** module proposals for the following modules:

- Renaissance Archival Skills
- After Modernism: American Fiction 1940-1970

2009:379 The Committee **noted** the following:

i. The module proposal for Renaissance Archival Skills was unsigned, however, Academic Secretariat had now received a signed proposal.

ii. The learning outcomes of the module After Modernism: American Fiction 1940-1970 required attention and more detail in order to ensure the module was at the correct academic level; level 7. Currently, the learning outcomes were somewhat vague.

2009:380 The Committee **approved** the above module proposals subject to further refinement of the learning outcomes for the module After Modernism: American Fiction 1940-1970. A revised module proposal form would be submitted for this module incorporating revisions to learning outcomes and this would be considered by Chair’s Action.

*Action: SED/Chair*

**School of Business and Management [PC2009-204]**

2009:381 The Committee **considered** and **approved** module proposals for the following modules:

- Public Advocacy Marketing
- State, Market and Society – Concepts and Critique

**School of Languages Linguistics and Film [PC2009-205]**

2009:382 The Committee **considered** and **approved** module proposals for the following modules:

- Mapping Contemporary Cinemas
- Heinrich von Kleist
- Describing Prosody
- Experimental Linguistics
- Monsters, Gods and Desire: Myths in Camoes and Fernando Pessoa
- Slavery, Colonialism and Postcolonialism in African Cinema

**Centre for Commercial Law Studies [PC2009-206]**

**Intellectual Property, Fashion and Design**

2009:383 The Committee **considered** a module proposal for Intellectual Property, Fashion and Design and noted the following:
i. The module would be offered on both the LLM and Postgraduate Diploma.

ii. The LLM used standard re-assessment on all modules and not synoptic reassessment as specified on the form. This was an error.

2009:384 The Committee approved the module proposal.

Department of Physics [PC2009-207]

2009:385 The Committee considered module proposals for the following modules:

- Stars
- Space, Time and Gravity

2009:386 The Committee noted the following:

i. These modules had not previously been approved for delivery at level 6 and the accompanying module proposals addressed this issue.

2009:387 The Committee approved the above module proposals.

Part 6 – Module Withdrawals

Department of Physics [PC2009-208]

2009:388 The Committee considered and approved module withdrawals for the following modules, which were to be withdrawn from level 5:

- Stars
- Space, Time and Gravity

School of Biological and Chemical Sciences [PC2009-209]

2009:389 The Committee considered and approved module withdrawals for the following modules:

- Marine Biology (SBS308)
- Functional Genomics and Biotechnology (SBCM011)

2009:390 The Committee considered module withdrawals for the following modules but did not approve the withdrawal of these modules, given that the Programme Withdrawal for the MSc Bioinformatics was not approved:

- Research Methods for Bioinformatics (SBCM001)
- Functional Genomics and Epigenetics (SBCM009)
- Genes and Bioinformatics (SBSM017)
- Transmission Genetics (SBSM018)
- Genomics (SBSM019)

Language and Learning Unit [PC2009-210]

2009:391 The Committee considered and approved module withdrawals for the following modules:
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- Foundation Certificate in Social Sciences and Humanities: Business Studies (IFC003)
- Pre-Masters Programme in Social Sciences and Humanities: Business Studies (IFC016)
- English Language and Study Skills (IFC017)

**School of Languages Linguistics and Film [PC2009-211]**

2009:392 The Committee **considered** and **approved** module withdrawals for the following modules:

- Describing Prosody (LIN017)
- (De)constructing Empire: Portugal and Lusophone Countries

**School of English and Drama [PC2009-212]**

Metropolitan Romanticism: 1780-1820 (WASM016)

2009:393 The Committee **considered** and **approved** module withdrawals for Metropolitan Romanticism: 1780-1820.

**Part 7 – Other business**

**Any other business**

2009:394 No further business was noted.

**Dates of next meetings**

2009:395 The Committee **agreed** the following meeting dates of Programmes Committee for the 2010/11 academic session:

- Wednesday 20th October 2010 (1-4pm)
- Wednesday 24th November 2010 (1-4pm)
- Wednesday 23rd February 2011 (1-4pm)
- Thursday 31st March 2011 (1-4pm)
- Wednesday 27th April 2011 (1-4pm)
- Wednesday 25th May 2011 (1-4pm)
- Wednesday 29th June 2011 (1-4pm)
- Wednesday 27th July 2011 (1-4pm)

2009:396 The Committee **noted** that all papers for meetings of Programmes Committee should be received 3 weeks prior to the date of the meeting of the Committee.

2009:397 The Committee **agreed** that the confirmed dates of Programmes Committee for the 2009/10 academic session would be circulated to members of the Committee and colleagues outside of the meeting.