

CURRICULUM FRAMEWORK 2019: Panel Aide-Memoire

The Departmental Curriculum 2019 Event is a one-off approval process specifically designed to consider existing courses against the Curriculum Framework Specification 2019. This is referred to as Route A in the Curriculum Framework Approval Process table.

Only courses which have substantial course changes are considered through this route. Typically this will be courses at undergraduate level where there are substantial changes to modules/courses which affect 120 credits or more across the whole course (160 credits for integrated masters). This means a third or more than a third of the course has had substantial change (excluded from this is moving modules from long thin to short fat). For top up courses changes to an equivalent of a third of the course will prompt an approval event. Postgraduate courses can use this process also where there has been substantial change which affect 60 credits or more of the whole course. Additionally, some courses may have been identified to be considered through this route by the Associate Dean (Academic) due to the particular nature and impact of the course changes, regardless of the overall volume of credit affected.

In terms of discussion the focus is on alignment to the Curriculum Framework Specification 2019 principles and commitments and the overall student learning experience.

Panel Member

As a panel member your role is three-fold and will consist of initial review of course documentation and comments in relation to the questions on the checklist, participation in panel discussions during the event and consideration of and comment on the final report drafted at the event. Your role begins when you receive the course documentation. You are required to scrutinise the documentation and add comments to the google doc. checklist, please note this a live document shared with all the panel. There is one doc. for each course grouping as indicated on the agenda. Please provide comments in advance of the approval event, which should indicate Yes or No against the criteria, adding any points for further investigation. At the start of the day the Chair will present these summarised comments for discussion and the panel will agree the direction for discussions with staff. The panel's findings and outcomes will be presented in a draft report which the panel will have the opportunity to comment on. There is a bespoke report template for the Departmental Event. Once confirmed by the panel it will be submitted to the University Quality Assurance Committee for recommendation.

Outcomes

In consideration of the course, the Approval Committee will decide to recommend to the University's Quality Assurance Committee:

- to approve with/without conditions and/or recommendations
- that the decision is deferred pending a further meeting to give the course team time to prepare further documentation;
- that the course is not approved.