

UNIVERSITY OF EXETER

COLLABORATIVE PROVISION COMMITTEE

A meeting of the Collaborative Provision Committee was held on Wednesday 14 October 2009 at 10.00 in Room 159, Northcote House

PRESENT: Dr Jonathan Barry (Chair)
Dr David Boughey
Dr Mike Dobson
Dr David Rhymer
Dr Ulrike Zitzlsperger

Administrative Officers: Ms S Byrch, Mr Neil Abel.

Apologies; Dr Keith Postlethwaite

09.29 **Minutes**

The minutes of the meeting held on 5 May 2009 were **CONFIRMED** (CPC/09/47)

09.30 **Terms of Reference**

The Committee Terms of Reference were **RECEIVED**.

09.31 **Membership of the Committee**

The committee received a list of the Committee Membership. It was noted that Dr Cresswell had resigned from the committee and related CP business due to other work commitments. It was hoped that a new appointment would be made from the School of Engineering, Mathematics and Physical Sciences. Dr David Boughey, who has recently been appointed as Director of Education at the Business School, replaced Jackie Bagnall as the Business School representative.

09.32 **Collaborative Provision Register**

The committee **RECEIVED** a copy of the Register of Collaborative Provision for 2009-10. It was noted that some data was missing in the table of student numbers at the beginning of the register. A revised version would be circulated once these number had been received.

The Chairman noted that two of the partners listed, Marjon and the PGCE(PCE) were in termination periods, but that a new partner, SWMTC would soon be added (see item 10 below).

09.33 **Co-ordinators 2009/10**

The committee **RECEIVED** the list of co-ordinators for 2009/10. As Alison Wride had completed four years as co-ordinator for Exeter College a replacement was required. Under the new policy that the co-ordinator should not be someone from the School most closely linked to the partner it was agreed that the proposed new CPC member from SEMP's would be asked to consider taking on this role. The Exeter College partnership now includes both the BABM and the Flybe Fd programme and the co-ordinator would oversee both.

It was noted that Dr Cresswell had resigned from the CPC and his role as co-ordinator for The Learning Institute. Dr Boughey agreed to take on this role with immediate effect.

Dr Dobson agreed to act as co-ordinator for the new SWMTC partnership and Dr Zitzlsperger agreed to act on the partnership board when it was set up.

09.34 **External Examiner Appointments for 2008/09**

The committee received details of new External Examiner appointments for Marjon for 2009/10.

09.35 **University College Plymouth St Mark & St John**

(a) Partnership Board

The committee **RECEIVED** the partnership board minutes for the meeting held on 26 June 2009.

- (b) Any issues raised by CPC representative regarding

There were no issues to be discussed.

09.36 **Exeter College**

- (c) Partnership Board

The committee **RECEIVED** the partnership board minutes for the meeting held on 21 May 2009. The chairman reminded the committee that the College would be undergoing a IQER in March. The Dean would be attending a session of the review visit and the University would have sight of the self assessment documentation before it was submitted later this term.

- (d) Co-ordinators Report

The committee **RECEIVED** the co-ordinators annual report. The continuing success of the BABM programme was noted and the fact that four students had moved onto the Business School honours programme well received.

- (e) Any issues raised by CPC representative

There were no issues to be discussed.

09.37 **The Learning Institute**

- (a) Partnership Board

The committee **RECEIVED** the partnership board minutes for the meeting held on 19 May 2009.

- (b) Co-ordinators Report

The committee **RECEIVED** the co-ordinators annual report. It was noted that obtaining student feedback remained difficult and that more needed to be done by TLI to ensure that students were in touch with the co-ordinator.

- (c) The committee **RECEIVED** the CV of new tutor – Julie Philip

- (d) Dual Registration

The Chairman reported on current discussions between the University and SELL regarding the relationship with TLI. The Learning Institute planned to upgrade the Professional Graduate certificate to a full M level PGCE. The School had confirmed that it was supportive of this move and that it did not conflict with its own provision. The PGCert programme would continue as it was for the time being but its long term future was partly dependant on the impact of the new Masters in Learning and Teaching programme being introduced this year by the TDA.

In order to adequately support its students on an M level programme TLI wanted access to the University's library services. Since the University had decided that it was not generally in favour of dual registration for partnership students the possibilities of securing library access through some other arrangement was being pursued. In principle it had been agreed that TLI might be charged a separate fee for library access. However, there remained a number of technical and procedural issues about how this might work.

The Chairman also reported on a QAA issue that had recently arisen regarding TLI. SELL is currently undergoing an undergraduate PSR and the intention had been that the Professional Graduate certificate in Education would be included in the review. This however had not happened. In the light of the intended move to masters level delivery the School had agreed that the TLI programme would be included in the PSR of postgraduate provision in the next cycle of review.

- (e) Any issues raised by CPC representative

Dr Rhymer asked how the University was going to ensure that TLI provision was adequate for M level work. The committee were reassured that the new proposals would be submitted through the School's programme approval process then considered by the Dean.

09.38 South West Ministry Training Course

The committee **RECEIVED**

- a) Minutes of the working party meeting held on 11 March
- b) Summary of follow up actions

The final outstanding item on the summary of follow up actions was the receipt of comments from the DVC regarding certain financial issues and space requirements. The DVC had now confirmed that he was happy with the arrangements for both.

The committee therefore **APPROVED** the partnership with SWMTC. The next stage would be for a partnership agreement to be drawn up and for the programme specifications to be submitted for approval via HuSS and the Dean.

SWMTC students would not be dual registered with the University. SWMTC may request support from the DRC on an ad hoc basis for an agreed fee.

The transition period between the run out of the University's BTh and the commencement of the new validated programmes would need careful handling. The details would be included as a schedule in the partnership agreement. The agreement would be circulated to members of the committee for comment in due course and reported to the next meeting.

The committee expressed its thanks to Trevor Bailey for chairing the working party and to Mark Macnair for acting as the auditor.

09.39 Other Business

Recent discussions with the TLI and SELL had raised the issue of clarity of the School role in Collaborative partnerships. It was agreed that it would be helpful to have this made more explicit in the agreement documentation. Examples of better communication would include ensuring that the co-coordinators report is always sent to the School, preferably to a named contact/liaison person. This would be discussed again at the next meeting.

09.40 Date of next meeting:

Monday 18th January 2010 at 2 p.m. (venue to be confirmed)