



- d. Evidence of engagement with current or recent students (e.g. minutes from a student-staff liaison committee/student-staff working party or the Student Representative Form (ARTMAP Annex 8).
- e. Faculty AccessAbility Representative Form (ARTMAP Annex 9)
- f. The original New Programme Approval Form, as submitted to the Programme Design and Quality Enhancement team (PDQE).

4.2.4 In approving the proposals the Faculty Education and Student Experience Committee (or its nominated body) confirms that it is satisfied with the following:

- a. The programme is consistent with the original proposal for which Business Approval was granted. Any substantial departure/s from the original proposal must be flagged to the PDQE team.
- b. The Programme Specification/Module Descriptors are clear and articulate the strengths of the programme.
- c. The intended learning outcomes (ILOs) are appropriate to the level of the programme and map onto any suitable reference points (e.g. [Quality Assurance Agency Subject Benchmark Statements](#); criteria from Professional, Statutory or Regulatory Bodies).
- d. For undergraduate programmes, there is progression across stages in terms of intellectual challenge, and acquisition of skills and knowledge.
- e. The learning, teaching and assessment activities are effective, engaging, and sustainable given available resources.
- f. The assessment activities clearly demonstrate the achievement of the ILOs.
- g. The programme, and individual modules within it, are not under or over-assessed (any Faculty-specific assessment norms should be consulted).
- h. The assessment arrangements comply with the Assessment, Progression and Awarding: Taught Programmes Handbook.
- i. The curriculum reflects relevant research in the discipline and any prevailing occupational/professional requirements.
- j. The arrangements for student support, learning resources and IT provision are satisfactory.

4.2.5 Records must be collected, confirming all decisions made by the Faculty Education and Student Experience Committee (or its nominated body). These must be retained in



4.3.3 Where an External Assessor is found retrospectively not to comply with the criteria under 4.3.2, the PDQE team reserves the right to request a fresh review of the proposal by an alternative individual.

4.3.4 Normally, External Assessors should not subsequently become External Examiners for a programme (see the



- b. The Faculty should take all necessary steps to ensure that the PSRB is supplied with the information required for approval, whether through document submission or face-to-face meetings.
- c. The Dean for Taught Students or the Associate Dean for Taught Students, or Dean for Postgraduate Research Students (for Professional Doctorates) would normally Chair or co-chair the approval meeting, and would be expected to exercise their power to approve the programme on behalf of the University (as per 4.5.2 above) in accordance with the decision of the conjoint approval meeting.
- d. Final approval must not be given until the programme has met the requirements specified by both the PSRB and the University.
- e. In the event of PSRB approval subject to conditions, those conditions will also be conditions of University academic approval.

4.5.4 In exceptional cases the PDQE team may convene a meeting between the Programme Director/Developer and the appropriate Dean to discuss issues arising from the