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From: David Bolton, Deputy President & Provost

**Subject: Programme Re-Designs 2020/21 and Programme Suspensions 2020/21**

Status: For Noting

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**Executive summary**

In June 2020 and on behalf of Senate, the Education and Student Committee approved the "[Programme Re-design Policy: Programme Redesign for 2020/21 Academic Year in the context of Coronavirus \(Covid-19\).](#)" This Policy outlined the major variation to the University's published Programme Amendment Policy for programmes impacted by COVID-19 and for amendments to programmes in 2020/21.

In July 2020, a minor adapted approach to the Programme Termination and Suspension Policy was shared with Schools for programmes in 2020/21 impacted by COVID-19. The suspensions were approved by the Deputy President & Provost in July 2020 in line with the existing [process](#).

On 19 October 2020, the Deputy President & Provost formally approved 446 programmes redesigned for 2020/21. The approval was noted by EQC on 29 October 2020.

This paper provides Senate with an overview of the UG, PG and PGR programmes re-designed for 2020/21 as a result of COVID-19, and information on suspended 2020/21 programmes.

**Action(s) required from the Committee:**

Senate is asked to:

- a. **note** the Programme Re-Design 2020/21 approach and the number of programmes impacted;
- b. **note** the Programme Suspension 2020/21 approach and the number of programmes impacted.

The table below outlines which committees/groups have already seen the report and the resulting outcome/action from discussions.

<b>Committee date</b>	<b>Committee title</b>	<b>Outcome/action</b>	<b>Action date</b>	<b>Paper version number</b>
June 2020	Education Student Committee	Approved the "Programme Re-design Policy: Programme Redesign for 2020/21 Academic Year in the context of Coronavirus (Covid-19)."	N/A	1
19 October 2020	Education Student Committee and University Programme Approval Committee	Chair's Action: Approval of programme redesign	19 October 2020	1
29 October 2020	Educational Quality Committee	Programme redesigns and suspensions noted	29 October 2020	1

# Programme Re-Designs 2020/21 and Programme Suspensions 2020/21

## 1. Introduction

In June 2020 and on behalf of Senate, the Education and Student Committee approved the [Programme Re-design Policy](#) Programme Redesign for 2020/21 Academic Year in the context of Coronavirus (Covid-19). This Policy outlined the major variation to the University's published Programme Amendment Policy for programmes impacted by COVID-19 and for amendments to programmes in 2020/21. In July 2020, a minor adapted approach to the Programme Termination and Suspension Policy was shared with Schools for programmes in 2020/21 impacted by COVID-19.

In October 2020, the Deputy President & Provost formally approved 446 programmes redesigned for 2020/21. The programme suspensions were also approved in line with the existing [process](#), by the Deputy President & Provost in July 2020. The approvals was noted by EQC on 29 October 2020.

This paper provides Senate with an overview of the UG, PG and PGR programmes re-designed 2020/21 as a result of COVID-19, and information on suspended 2020/21 programmes.

## 2. Programme Re-Design 2020/21

The [Programme Re-design Policy](#) applied to:

- i. existing modules or programmes of study, that lead to an award at City;
- ii. where relevant, proposal of new modules within an existing programme that leads to an award at City.

All amendments have been effectively scrutinised and are academically sound. These amendments align with City's Vision and Strategy, meet City's Credit Framework and comply with City's Assessment Regulations for 2019/20.

The approval process can be found in Appendix 5 of the [Policy](#). Schools were asked to complete and return the Programme Re-Design spreadsheet (drafted by QUAD and Student Systems) and the Programme Re-Design Checklist (drafted by LEaD) with approval by each School's Dean in consultation with ADEs, Heads of Department and/or LEaD, where appropriate. The Re-Design spreadsheets were reviewed by QUAD and sent to IT/Student Systems. Student Systems updated SITS and prepare for Online Module Selection, for 2020/21 programmes.

A range of changes were seen across the Schools and LEaD, with 100s of programmes (including title variations) and 1000s of modules and assessments in scope. These included changes to placement/partnership activity, to the mode of delivery, to programme and module level learning outcomes, to core/elective status, to the term a module would run, to the assessment type and assessment weighting, amongst others.

For research degrees (Doctoral College), templates as above were prepared by QUAD and the Doctoral College for each department's Senior Tutor for Research to complete.

The detail of these templates were used to compile a programme redesign spreadsheet for all research degrees that covers programme-level changes.

The numbers of programmes, as per the submission, reviewed by each School is provided in the table below (please note some Schools counted title derivatives, such as 'with Year Abroad' or 'with Placement', as separate programmes).

<b>School / Department</b>	<b>Number of programmes:</b>
Business School	116
SASS	63
SMCSE	61
CLS	47
SHS	104
LEaD	1
Doctoral College	54
<b>Total</b>	<b>446</b>

In line with CMA Regulations, templates were prepared by QUAD, Marketing & Communications and Admissions to advise current students, offer holders and applicants of the changes being made to their programme in 2020/21. In collaboration with the Web Team, a banner was also added to all programme pages on the website to advise potential applicants that programmes may have changed for 2020/21 and to provide contact details for more information.

**Senate is asked to note that 446 Programme were Re-Designed for 2020/21 delivery.**

### **3. Programme Suspensions 2020/21**

#### **Context**

A minor adapted approach to the [Programme Termination and Suspension Policy](#) was shared with Schools for programmes in 2020/21 impacted by COVID-19. The adapted approach applied to:

- i. Postponement/suspension of intakes onto programmes for the entirety of 2020/21 only, i.e. affected programmes will recommence in 2021/22;
- ii. Postponement of intakes onto programmes to a future date in 2020/21 Academic Year, i.e., from September 2020 to January 2021.

As this was a minor adaptation, the process remained much the same as the published [Programme Termination and Suspension Policy](#). The pertinent difference was the option to suspend an intake date and maintain a presence on the website and Marketing material. This allowed affected programmes to recruit for 2021/22.

In July 2020, Schools identified 2020/21 programmes that would suspend intakes until later in the year or until 2021/22. Letter templates were drafted by QUAD and Schools consulted with current students and, after approval, notified applicants and offer holders

in line with CMA Regulations and the existing Policy.

In November 2020, Schools were asked to provide QUAD with an update on recruitment and to confirm whether or not the January/March 2021 intakes were going ahead or whether a further postponement to 2021/22 was required. Where relevant, Quad with Schools have written to affected applicants in line with CMA requirements.

In total, 16 programmes were impacted and moved their intake dates to later in 2020/21 or until 2021/22.

**Senate is asked to note that 16 programmes suspended their 2020/21 intake dates.**

