

## APPENDIX 2

### RECORD OF EXPEDITED COURSE APPROVAL – for Spring 2021

<b>Name of School:</b>	Architecture and Planning	
<b>Date of Approval Meeting:</b>	17/11/2020	
<b>Attendees:</b>	Will Wollen – Divisional Director Education and Student Experience of Arts & Humanities Marialena Nikolopoulou – Deputy Head of School, School of Architecture and Planning Hannah Huxley – Quality Assurance and Compliance Advisor, QACO Ben Martin – Quality Assurance and Accreditation Manager William Adkins – Quality Assurance and Accreditation Manager (Note Taker)	
<b>1.</b>	<b>Rationale for Amendment/s and Record of Discussion on School’s Reflection on the Guidance Points</b>	
	<p>Only a single module change requested, to merge the two coursework components of the AR549 Stage 2 module into a single assessed component. It was felt this would relieve stress from the students and improve the experience, and it was noted that they would still be provided with feedback on their work during the course of the tuition.</p> <p>This was approved.</p> <p>In March 2021 it will be reviewed whether to request this becomes a permanent change.</p>	
<b>2.</b>	<b>List of courses/modules requiring amendment/resting (and associate modules)</b>	
	Please see Appendix 3.	
<b>3.</b>	<b>Will there be any changes to the following CMA material information?</b> <i>[Tick all that apply]</i>	
	Course title	<input type="checkbox"/>
	Entry requirements	<input type="checkbox"/>
	Compulsory modules	<input type="checkbox"/>
	Optional modules	<input type="checkbox"/>
	Delivery mode	<input type="checkbox"/>
	Contact hours	<input type="checkbox"/>
	Methods of assessment	<input checked="" type="checkbox"/>
	Type of award (eg, BA to BSc)	<input type="checkbox"/>
	Location of study	<input type="checkbox"/>
	Length of programme	<input type="checkbox"/>
	Accrediting body	<input type="checkbox"/>

	Tuition fees		<input type="checkbox"/>
	Costs to students		<input type="checkbox"/>
	Change in how/when fees/costs are paid by students		<input type="checkbox"/>
	Change to accommodate offer		<input type="checkbox"/>
	Availability of funding and support		<input type="checkbox"/>
<b>4.</b>	<b>Confirmation of Approved Amendments</b>		
	<p><b>Approved by: Will Wollen</b>  <b>Name: Will Wollen</b>  <b>Date: 20/11/2020</b></p>		
<b>7.</b>	<b>Actions:</b>	<b>Action by:</b>	<b>By date:</b>
	<p><i>If approved:</i></p> <ul style="list-style-type: none"> <li>• <i>Inform applicants</i></li> <li>• <i>Inform existing students</i></li> <li>• <i>Inform CSAO</i></li> <li>• <i>Inform Timetabling</i></li> <li>• <i>Inform MORA</i></li> <li>• <i>Review on [insert date]</i></li> <li>• <i>Publish amendments</i></li> </ul>	<p><i>School</i>  <i>School</i>  <i>School</i>  <i>School</i>  <i>School</i>    <i>QACO</i></p>	