

## APPENDIX 2

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

<b>Name of School:</b>	Modern Languages and Linguistics, and the Language Centre
<b>Date of Approval Meeting:</b>	17/11/2020
<b>Attendees:</b>	<p>Will Wollen – Divisional Director Education and Student Experience of Arts &amp; Humanities</p> <p>Alvise Tarabochia – Head of Modern Language and Linguistics</p> <p>Wissia Fiorucci – Language Centre Director</p> <p>Daiva Nacyte – Quality Assurance and Compliance Advisor, QACO</p> <p>Ben Martin – Quality Assurance and Accreditation Manager</p> <p>William Adkins – Quality Assurance and Accreditation Manager (Note Taker)</p>
<b>1.</b>	<b>Rationale for Amendment/s and Record of Discussion on School’s Reflection on the Guidance Points</b>
	<p>Language Centre changes related to assessment methods, mainly replacing ICTs with another form of assessment. None of the changes appeared problematic so all were approved.</p> <p>MLL likewise changed assessment methods. There were a small number of requested changes where it was not clear whether changes were necessary, specifically seminar presentations altered to videocast/screencast presentations, but there were no objections to the changes.</p> <p>There were also a number of requested changes which sought to remove assessed components which appeared problematic, such as group events and reflective journals, which were the only point at which particular learning outcomes would be encountered (such as those relating to group work). Alvise Tarabochia will review these with the module convenors in question and confirm back to Ben Martin by the end of 19 November.</p> <p>Conclusions from 19 November (amendments to original submission):            LL834: Group Presentation was maintained but the Journal Article was removed as it was confirmed the learning outcomes could be encountered in Research Essay.            LL309 and LL840: these change requests were deleted from Appendix C as the proposed removal of assessed components caused doubt as to whether all learning outcomes would be met.            LL843: the Reflective Journal element was removed as requested as it was confirmed that the reflexive element could be assessed in the Lesson Plan elements of the module.</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>
	<i>If approved:</i> <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>	<i>School</i> <i>School</i> <i>School</i> <i>School</i> <i>School</i>  <i>QACO</i>	