

Proposal for an Immediate Change (to take effect in 2009/10)

This form is available as item 3.5 at <http://www.lboro.ac.uk/admin/ar/templateshop/> spaces can be expanded as required.

1. Name of Department and Departmental contact LUSAD. Alastair Adams: Programme Coordinator for Visual Communications	
2. Request to change: Programme Regulations / Programme Specifications	Please delete as required
3. Which Modules and/or Programmes does this affect? Illustration (ACUB 42), Graphic Communication (ACUB 41), Printed Textiles (ACUB22), Woven Textiles (ACUB23), Multimedia Textiles (ACUB21)	
4. Outline of changes to be made Addition of 09SAI002 Foreign University Placement (DIntS, non credit bearing)	
5. Reasons for the request To enable students studying on the Graphic Communication, Illustration and Textiles programmes the opportunity to partake in foreign university placement opportunities.	
6. Consultation - 1 Indicate steps taken to consult students on campus. Summarise any adverse comments. Several meetings between staff and students indicate an interest in taking up the exchange opportunities offered by other programmes in the school.	
7. Consultation - 2 How does this affect students not on campus? Indicate steps taken to consult them. Positively as the same opportunity can be extended to students both on and off campus. Few students however study in this way.	
8. Consultation - 3 How does this affect other departments? Attach their consultation forms if appropriate. The proposed changes bring the Graphic Communication, Illustration and Textiles programmes in line with other programmes throughout the school.	
9. Additional Library requirements	Library consulted <input type="checkbox"/> Yes x N/A
10. Additional Computing Support required Network/Software (please elaborate): Lab space (please elaborate):	IT Services consulted <input type="checkbox"/> Yes x N/A
11. Have the necessary database changes been carried out (provisionally)? By whom? Not as yet.	
12. Any other relevant information	

ENDORSED


Head of Department

Date: 06/01/10

* This form is to be used only during the course of the academic year in which the module is running or the Programme Regulations are in force, NOT during the Annual Update process.

APPROVAL PROCESS

- 1) Associate Dean (Teaching)
 - (a) Consultation has been adequate
 - (b) Change is supported
 - (c) Change is minor, Chair of CSC to act

Yes/No
Yes/No
Yes/No

*Requires
Strategic
Approval!*

Paul M.

Date: *12/1/10*

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Associate Dean (Teaching)

- 2) Chair of CSC
Personal Approval / Requires CSC Approval

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Date:.....

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Chair, CSC

- 3) Secretary of CSC
Detailed changes implemented and confirmed to Department

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Date:.....

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Secretary, CSC