Changes to Programme Regulations and Programme Specifications for 2010/2011

This form is available as item 2.4 at http://www.lboro.ac.uk/admin/ar/templateshop/.
Spaces can be expanded as required.

1. Name of Department and Departmental contact **Social Sciences**	

2. Programme Title and Award
BSc Sociology

3. Please tick any of the following which apply. At least one box should be ticked.
- ☐ The status of one or more modules will change from compulsory to optional
- ☐ The status of one or more modules will change from optional to compulsory
- x☐ The module choice available to students will be reduced
- ☐ The semester(s) in which modules are taught will change
- x☐ In one or more Parts of the programme, the proposal is to withdraw optional modules with a total weight of 30 or more
- ☐ Progression or degree qualification rules will change
- ☐ The addition of distance learning/ partial DL provision
- ☐ Any other changes

Do you consider these changes to be ☑ Major ☐ Minor
The above changes should be outlined in Section 5 below

4. Reasons for the proposal: its purpose and relevance; how it will maintain or enhance the quality of teaching and learning; implications for existing programmes and modules

The changes will enhance the quality of teaching and learning. They will:
1. Add three core compulsory modules to ensure that BSc Sociology students experience more continuity of provision throughout year 2 (in 2010) and year 3 (in 2011)
2. Ensure more clearly demarcated progression between years 2 and 3 by requiring students to take compulsory core taught modules in *both* years
3. Substantially increase student contact hours both on core compulsory modules (i.e. the modules that the sociology group control contact hours for) and on the optional modules offered by the sociology group. For each of these modules students will have two or more contact hours per week.
4. Strengthen the connections between Sociology and its relevance outside academia.

5. Outline of new/amended content: what elements are new, what is changing
Please see attached tables that represent the new and old structures of years 2 and 3.

New content
1. Year 2: Two new Themes and Issues Core compulsory modules will be taught as consecutive modules running in semesters 1 and 2. These modules will be composed of a series of core themes and issues in accordance with the Sociology benchmarking documents and reflecting staff expertise. The reason for separating this into two modules is in order to accommodate both incoming and out-going students participating in the one-semester Sociology international exchange programme.
2. Year 3: A new Sociological Practice core compulsory module will be taught as one 24-week module. This module introduces new and contemporary questions and issues for 3rd year sociology students and includes practical components to increase students' presentation skills.
3. Year 3: The revised dissertation module: this module has been fully revised to include a core taught component to increase student contact hours in year 3 and provide students with a structured series of sessions including both generic study skills and subject-specific methodologies and practical work developed to work in tandem with their dissertation progress and personal supervision sessions with their supervisors. The assessment structure has also been changed to include a poster presentation worth 10% of the grade and encourage early engagement with and presentation of the dissertation project.

6. Outline of proposed measures to inform prospective students offered a place on the programme of programme changes

Programme changes will be implemented in 2010-11 for students currently in years 1 and 2.

Prospective students offered a place on the programme will be sent a leaflet outlining the new programme structure and its benefits. The new elements of the programme will also be introduced to all applicants during visit days and therefore most applicants who have been offered a place will be aware of the changes *before* accepting a place through UCAS.

7. If the revised Regulations apply to existing students, state the implications for students currently on placement/ leave of absence and resit students.

Because optional modules are usually offered only in alternate years re-sit and leave of absence students will not be in a situation different than had the new modules not been introduced. Therefore we will continue to follow existing procedures.

8. Staffing implications - adequacy of existing departmental resources; net increase/reduction in staff teaching effort or demands on support staff

The additional modules and increased student contact hours associated with them will increase staff teaching effort and time. This can be covered by the existing teaching team – however only if existing staffing levels are maintained.

9. Financial implications - anticipated effect on departmental income and expenditure

10. Additional Library requirements

The new year 2 and 3 modules will require some new purchases but these will be no more than those required for any new optional module therefore their purchase should not exceed the normal budget.

Library consulted ☑ Yes ☐ N/A

11. Additional Computing Support required
   ☐ Network/Software (*please elaborate*):

   ☐ Lab space (*please elaborate*):

IT Services Consulted ☐ Yes ☑ N/A

12. Other resource implications, e.g. - lecture room, lab and other space requirements; equipment, materials; timetabling constraints (block-teaching for example); any special residential requirements

Existing resources are sufficient. However, if a current bid for a Digital Qualitative Research lab is successful this resource will significantly enhance he teaching and learning experience in the proposed new core compulsory modules.

13. Implications for other departments, both providing and receiving

The new modules are available only to Sociology Students. There will be no implications regarding provision from other departments and other departments will not be receiving the new modules.

Optional sociology modules will continue to be made available to student from other departments. The Sociology group will continue to offer a minimum of three optional modules per year as is our current practice and students will benefit from the increase in student contact hours to two per week on these modules. Depending on staff availability further options will be offered as appropriate. It is not anticipated that any variations related to these programme changes will have a negative impact on students from outside the department taking sociology modules, and staff are not implicated at all

14. Any other relevant information

Attached are:

Draft Programme Regulations for 2008/10 (with any Distance Learning modules identified)   ☑

Programme Regulations for 2008/09 annotated with proposed changes   ☑

Draft Programme Specification for 2008/10 (only if significant changes)   ☑

Programme Specification for 2008/09, annotated with changes (if relevant)   ☑

Curriculum Map (for major structural changes involving 1/3 or more modules)   ☑

Consultation Forms, as appropriate   Depts. Not applicable   ☐
Library attached .

Approval Route

Head of Department/Chair of Department's Learning and Teaching Committee

Signature_____

Date_____15/12/09_____

Associate Dean (Teaching) Decisions (tick as appropriate)

☐   **AD(T) approves**

☐   **Proposal raises strategic issues**

☐   **Proposal requires referral to Chair of CSC**

AD(T) comments:

Associate Dean (Teaching) Signature   _____

Date sent to Jennie Elliott   _____
(please attach all papers)

Chair of CSC Signature   _____

Date_____

Actioned by Jennie Elliott and notified back to Department on

Date_____

[February 2009]

CURRICULUM SUB-COMMITTEE

Proposals for revisions to Programme Regulations - consultation

Consultation must take place when proposals to amend programmes are likely to have a significant impact upon other academic departments or upon IT Services (contact Carys Thomas, Assistant Director – on behalf of the Director), the Pilkington Library (contact Ruth Stubbings, Head of Academic Services – on behalf of the Librarian), Facilities Management (contact Caroline Pepper, Teaching Support and Administrative Manager – on behalf of the Director) or the Careers Centre (contact the Director).

Consultation with the Teaching Centre (contact the Administrator – on behalf of the Director), or the Faculty of Engineering DL Co-ordinator for Engineering departments, should be undertaken when a proposal involves new or innovative delivery methods (including distance learning).

PLEASE allow the above Departments and Support Services adequate time to read your proposal and complete this form.

This pro forma is intended to provide details of the consultations that have taken place and must accompany the relevant proposals. The originating department should complete (1), (2) and (3), and request the Head of each Department or Support Service consulted to complete the comment section below.

(1)   **SUBJECT OF PROPOSALS:** BSc Sociology

(2)   **ORIGINATING DEPARTMENT:** Social Sciences

(3)   **DEPARTMENT CONSULTED ABOUT THE PROPOSALS:** ………Library…………………………………………

The Head of the Department consulted should sign below to confirm that adequate consultation has taken place.   (This will not be taken to imply that agreement has necessarily been reached.)

ASPECTS ON WHICH THE DEPARTMENT HAS BEEN CONSULTED:

Library

ANY COMMENTS BY THE HEAD OF DEPARTMENT CONSULTED:

The Social Sciences Department has a limited Library book budget each year (this year £25,000). The average cost of a Social Science book is currently approximately £25:00 and therefore new stock and additional multiple copies need to be carefully incorporated into the Department's Library spending plan. I advise that part of the current budget is ring fenced for the new modules. Once the programme changes have been approved, the Academic Librarians should be notified ASAP of the recommended reading, so that the stock can be in place for the start of term.

SIGNATURE OF HEAD OF DEPARTMENT: Ruth Stubbings

                                             DATE: 19 November 2009