

## UNIVERSITY OF SALFORD

### PROGRAMME AND MODULE AMENDMENT FORM

Guidance on completing this form can be found [here](#). Please contact the Quality and Enhancement Office ([QEO@Salford.ac.uk](mailto:QEO@Salford.ac.uk) or 0161 295 4123) for additional help.

This form can be used to create new, standalone modules when required.

**Minor amendments** can be signed off by your Associate Dean Academic. This will be coordinated by the Quality and Enhancement Office. Minor amendments may need additional sign off by the Dean of School if they include resource implications.

**Major amendments** will require sign off by the Programme Approval and Reapproval Panel. This will be coordinated by the Quality and Enhancement Office. Documentation will need to be completed 3 weeks before the meeting takes place. Scope of amendments can be found in the Programme Approval and Review Policy, but in general terms, anything affecting more than 1/3 of a programme will require a PARP meeting.


1	<b>School:</b> School of Science, Engineering & Environment	<b>Additional School</b> (if Req'd): Choose an item.	
2	<b>Programme(s)/Module(s) to be amended.</b> Include appropriate coding where possible:		
	Prog/Mod titles	Prog Code/CRN	Detail (e.g. partner/part term code)
	BSc (Hons) Physics with Foundation Year	S/PFY/F	
	BEng (Hons) Acoustical & Audio Engineering with Foundation Year	E/AENFY/F	
	BEng (Hons) Electrical & Electronic Engineering	New	FY to be added
	BSc (Hons) Mathematics with Foundation Year	S/MTFY/F	
	BEng (Hons) Electronics Engineering with Foundation Year	To be withdrawn	
	L3 Foundation IT and Study Skills (Richard Pilkington)	50159	
	L3 Foundation Mathematics 1 (Ian Morrison)	52551	
	L3 Foundation Mathematics 2 (Ian Morrison)	52552	
	L3 Foundation Physics A (Heather Yates)	50142	
	L3 Foundation Physics B (Mark Hughes)	50143	
	L3 Foundation Physics Laboratory (excluding Maths FY) (Marina Leontiadou)	50158	
L3 Introduction to Probability & Statistics (Maths FY only) (Kevin Sandiford)	52785		
3	<b>Amendment Proposer(s):</b> Richard Pilkington		
4	<b>Proposed Amendments</b>		
	Brief Description:		
	Changes from portfolio and examinations assessments to 2 coursework assessments for all modules. Introduction of FY route for BEng (Hons) Electrical & Electronic Engineering programme.		

	Existing Detail (Currently Approved)	Proposed amendment
A	<b>Physics with Foundation Year Acoustical &amp; Audio Engineering with Foundation Year Mathematics with Foundation Year</b>	Amend structure to remove L4, L5 and L6 modules (if/where applicable) Programmes are 1 year in length <b>[ACTION FOR SA]</b>
B		Addition of BEng (Hons) Electrical & Electronic Engineering to this Foundation Year. New prog code required. First intake to be <b>September 2021</b> . <b>[ACTION FOR SA]</b>
C	<b>L3 Foundation IT and Study Skills:</b> Coursework: Problem-based learning exercises, 75% Coursework: Research project presentation and report, 25%	<b>L3 Foundation IT and Study Skills:</b> Coursework: Core physics skills, 50% Coursework: IT skills, 50% <b>[ACTION FOR SA]</b>
D	<b>L3 Foundation Mathematics 1:</b> Coursework: Phase Tests x 4, 1 hour each, 30% Written: Examination, 2 hours, 70%	<b>L3 Foundation Mathematics 1:</b> Coursework: Core maths skills 1, 50% Coursework: Core maths skills 2, 50% <b>[ACTION FOR SA]</b>
E	<b>L3 Foundation Mathematics 2:</b> Coursework: Phase Tests x 4, 1 hour each, 30% Written: Examination, 2 hours, 70%	<b>L3 Foundation Mathematics 2:</b> Coursework: Core maths skills 3, 50% Coursework: Core maths skills 4, 50% <b>[ACTION FOR SA]</b>
F	<b>L3 Foundation Physics A:</b> Coursework: Portfolio, 50% Written: Examination, 2 hours, 50%	<b>L3 Foundation Physics A:</b> Coursework: Core physics A skills, 50% Coursework: Core physics A skills, 50% <b>[ACTION FOR SA]</b>
G	<b>L3 Foundation Physics B:</b> Coursework: Portfolio, 50% Written: Examination, 2 hours, 50%	<b>L3 Foundation Physics B:</b> Coursework: Core physics B skills, 50% Coursework: Core physics B skills, 50% <b>[ACTION FOR SA]</b>
H	<b>L3 Foundation Physics Laboratory:</b> Coursework: Laboratory, 50% Coursework: Formal Report, 2 x 1000 words, 50%	<b>L3 Foundation Physics Laboratory:</b> Coursework: Core laboratory skills, 50% Coursework: Laboratory journal, 50% <b>[ACTION FOR SA]</b>
I	<b>L3 Introduction to Probability &amp; Statistics:</b> Coursework: Statistics Portfolio (2 in class tests 10% each + 2 written assignments, 15% each), 50% Written: Examination, 2 hours, 50%	<b>L3 Introduction to Probability &amp; Statistics:</b> Coursework: Core skills, 50% Coursework: Core skills, 50% <b>[ACTION FOR SA]</b>
J		
K		
5	<b>Rationale for the proposed changes</b>	
	SEE Curriculum Enhancement Project	
NOTE: If this change would result in programme or module codes needing to be withdrawn, additional documentation will need to be completed and submitted with this form (details at the end of this form).		

6	<b>Proposed implementation schedule</b> Include detail by academic year and cohort (e.g. January start programmes)		
	<b>Cohort</b>		<b>Term Code</b>
	September 2021		202210
7	<b>Do some applicants to this programme require <a href="#">Academic Technology Approval Scheme (ATAS)</a> clearance?</b>		No
	<b>Will this change affect the ATAS requirements for the programme?</b>		No
NOTE: If this amendment lies outside the Academic Regulations for Taught Programmes, you must complete and attach the Programme Specific Regulations (PSR) form before the change can be implemented.			
8	<b>Consultation with interested parties</b>		
	Please provide details of consultations undertaken with the following parties. Please include details of outcomes where appropriate.		
	Employers N/A		
	Professional, Statutory and Regulatory Bodies (current or future) N/A		
Other Schools involved in delivery of the programme/module N/A			
9	<b>External Examiner Comments</b>		
	External Examiners must be consulted for all changes. They should be given access to all appropriate documentation (e.g Prog/Mod specs) in addition to being notified of the change. Please provide evidence of their response to the proposal.		
	N/A		
10	<b>Is this Programme/Module delivered at any partner institutions?</b>		No
	All delivering partners must be consulted regarding this change, including being provided the revised specifications. Please give details of these consultations and evidence of their responses.		
11	<b>Will the proposed change result in a protected group being impacted differently to the general student population studying the programme?</b> Care should be taken to ensure no particular group is advantaged or disadvantaged by this change.		
		Yes	No
	Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Sexual Orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Sex	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Gender Reassignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Race (including colour, nationality, ethnic or national origin)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Marriage/civil partnership	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Maternity/pregnancy	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Religion or belief (or lack of religion/belief)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Answering yes to any of these questions will require an updated Equality Impact Assessment to be submitted with this PMAF for any affected programmes.

12	<b>Have all students who may be affected by the proposed change been consulted and consent obtained?</b>		No current students affected by this change
	Consultation Start Date		Consultation End Date
	Consultation detail and outcome. Include any responses from students.		
13	<b>Publicly available information</b>		
<p>Following approval, it is the responsibility of the programme/module leader to ensure all publicly available materials are updated. This includes the following:</p> <ul style="list-style-type: none"> <li>All website information, including CourseFinder</li> <li>All Handbooks (programme and module)</li> <li>All Open Day and Applicant Visit Day information</li> </ul> <p>Applicants to the course who may be affected by this change will need to be informed of the proposed changes.</p>			
Please confirm that you will update all publicly available materials after approval			No changes required
Please confirm that you have completed the UPS form to inform applicants of changes			No applicants affected
14	<b>Are there any resource implications as a result of these changes?</b>		No Resource Implications
Please give brief details, such as additional equipment, library, DIT Services, teaching space or student accommodation.			
		Date Signed Off	Comments
Financial Implications (RSI(1) completed)			
Additional Resources (RSI(2) completed)			
15	<b>Suitability of staffing resources</b>		
Please confirm there is appropriate subject knowledge and expertise to deliver these changes to the programme/module within the current staffing resource.			
No additional staffing resources required.			
16	<b>School Approvals – Subject level</b>		
Please confirm that all affected programme leaders have been consulted			Yes
Please confirm that subject lead/directorate head has authorised this change			Yes
Please include any relevant details of consultations with programme/module teams and their outcomes			
17	<b>School Approval – Resource implications</b>		
The school confirm the programme's continued alignment with ARTP, ICZ curriculum principles and other relevant policies and procedures.			

Signed:  Associate Dean Academic	Date:
Signed:  Dean of School on behalf of School Executive Required where there is a resource implication.	Date:
<b>17 School Approval – No resource implications</b>	
The school confirm the programme's continued alignment with ARTP, ICZ curriculum principles and other relevant policies and procedures.	
Signed: Gerard Wood    Associate Dean Academic	Date: 08/06/2021
The following documentation may be required and should be submitted for approval, as appropriate, with this PMAF form:	
Revised Programme Specifications (within PaMIS) including CourseFinder information Revised Module Specifications (within PaMIS) Revised Assessment Map (within PaMIS) PSR Form (Programme Specific Regulation Request) SCA Form (Student Consultation form) UPS Form (Updating Prospective Students form) PW/MW Forms (Module/Programme Withdrawal form) EIA Form (Equalities Impact Assessment form) RSI(1) Form – Financial Resource Implications form RSI(2) Form – Additional Resource Implications form	

**Programme Structures**

All modules are 20 credits unless otherwise stated.

**BEng Acoustical and Audio Engineering with Foundation Year****BEng Electrical & Electronic Engineering with Foundation Year (first intake Sept 2021)****BSc Physics with Foundation Year**

		<b>Intake</b>
<b>Year</b>	<b>Trimester</b>	<b>September F/T</b>
<b>1</b>	<b>1</b>	Foundation Mathematics 1
	<b>1&amp;2</b>	Foundation IT and Study Skills Foundation Physics A Foundation Physics B Foundation Physics Laboratory
	<b>2</b>	Foundation Mathematics 2

**BSc (Hons) Mathematics with Foundation Year**

		<b>Intake</b>
<b>Year</b>	<b>Trimester</b>	<b>September F/T</b>
<b>1</b>	<b>1</b>	Foundation Mathematics 1
	<b>1&amp;2</b>	Introduction to Probability & Statistics Foundation Physics A Foundation Physics B Foundation IT and Study Skills
	<b>2</b>	Foundation Mathematics 2