

**Approvals Committee
(9th September 2005)**

Department of Education

Forward Programme of Approvals Visits

Executive Summary and Recommendations

1. Introduction

Between September and December 2005 a total of 9 Approvals visits will be undertaken, details of these can be found in the Appendix to this paper. Request for visits are still being received and easily accommodated. It is unlikely that the number of visits between now and December are likely to increase dramatically, based on our experiences of the same period last year.

We have now become proactive with contacting Education Providers regarding any programme development requiring an Approvals Visit for 2005/2006 academic year. On the 11th August, the Education Manager wrote to all Quality Assurance Officers in UK Universities, advising them that HPC requires 6 to 12 months notice for an event. It was requested that education providers inform HPC of all Approval Visits required within the next academic year and to submit three potential dates by the 9th September 2005.

Education providers have responded positively to the email and to date we have received potential dates for Approval Visits for 26 programmes. We expect this number increase significantly by the due date, based on the number of visit undertaken last academic year.

Every attempt will be made accommodate the education providers' own timetables, however it should be noted that there is a finite resource within HPC and it may not always be possible to undertake requested visits at specific times. Education Providers who contact HPC after the 9th September will be dealt with on a first-come, first-served basis unless there is a strong business reason why a visit must take place at a particular time.

By November we hope to have finalised our forward plan and be actively organising Visits.

2. Decision

The Committee is asked to note the paper. No decision is required.

3. Background information

None

4. Resource implications

There are no resource implications.

5. Financial implications

There are no financial implications.

6. Background papers

None

7. Appendices

None