

**ACTION POINTS**  
**APPROVALS COMMITTEE**  
**PUBLIC MEETING**  
**22ND NOVEMBER 2005**

|   | <b>Action point (and location in the minutes)</b>   | <b>For the attention of</b> | <b>Action by</b> | <b>Comments</b> |
|---|---|-----------------------------|------------------|-----------------|
| 1 | Subject to amendments discussed, revised approvals flowchart should be implemented (Public minutes, 10.6)   | KS                          | 2 March 2006     |                 |
| 2 | Subject to amendments discussed and legal and internal assessment, the forms, flowcharts and supplementary information for the minor/major change process should be issued as standard information to education providers (Public minutes, 11.6)  | KS                          | 2 March 2006     |                 |
| 3 | Subject to the amendments discussed, legal and internal assessment, the annual monitoring forms and guidance should be issued as standard information to education providers (Public minutes, 12.5)   | NB                          | 2 March 2006     |                 |
| 4 | Subject to the amendments discussed, legal and internal assessment, the questionnaire for education providers should be completed at the end of the approval process (Public minutes, 13.4)   | NB                          | 2 March 2006     |                 |
| 5 | Programmes which have not been assessed against benchmark statements and request deferral of approvals visit on the basis of internal review processes should be granted deferral unless there is cause for concern about a programme. Maximum time limit permitted for deferral is 12 months. (Public minutes, 14.3) | KS                          | 2 March 2006     | Ongoing         |
| 6 | Minor change to BSc (Hons) Physiotherapy and GDip Physiotherapy programmes at the University of the West of England approved. (Public minutes, 15.3)  | NB                          | 29 December 2005 |                 |
| 7 | Visits to be organised due to major changes BSc (Hons) Radiography programme at University of Leeds and BSc (Hons) Dietetics programme at University of Ulster (Public minutes, 15.3)   | NB                          | 29 December 2005 |                 |

Date  
2006-02-20

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Dept/Cmte  
APV

Doc Type  
PPR

Title  
Action points list Approvals  
Committee public meeting  
November 2005

Status  
Final  
DD: None

Int. Aud.  
Public  
RD: None

|    |   |    |                           |   |
|----|---|----|---------------------------|---|
| 8  | In the light of the QAA major review and the AODP curriculum review, HPC visits to ODP programmes would be scheduled for May 2006-September 2007. (Public minutes, 16.3)  | KS | Ongoing to September 2007 |   |
| 9  | Subject to approval by the Education and Training Committee and Council, an Approvals panel should meet on a monthly basis to consider Visitors' reports, annual monitoring reports and minor changes to programmes. The panel should comprise three members of the Approvals Committee, one of whom should act as panel chairman. The Approvals Committee would continue to meet four times a year to discuss policy and procedural issues. The Secretary to the Committee should contact members to check availability for panel meetings. (Public minutes, 17.2) | CB | 15 December 2005          | Amendments to Scheme of Delegation approved by Education and Training Committee on 15 December 2005 |
| 10 | Recommend to Education and Training Committee that programmes detailed in Visitors' reports and final condition reports should be approved. (Public minutes, 18.2)  | KS | 15 December 2005          |   |
| 11 | Visitors' report should be revised as discussed and final copy sent to Chairman (Ms Pearson chaired the meeting). Education provider and Visitors should be notified of amendments. (Public minutes, 19.14)   | KS | 29 December 2005          |   |

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