# REPORT OF STSEC BUSINESS FOR FTSEC

# MODULE AMENDMENTS\*

# School of [XXX]

# [Date of School TSEC meeting or Chair’s Action]

***Schools should consider the following when making changes to modules:***

1. *Does the change impact on progression/award requirements (e.g. compulsory modules, Pass for Progression)?*
2. *Could the change affect any collaboration or accreditation conditions?*
3. *Do the module changes impact on a programme in such a way that a major programme change is required (e.g. affect programme level learning outcomes)? If so, a programme amendment will need to be considered by the relevant Programme Approval Group.*
4. *Do the changes need communicating to other schools? (particularly relevant to optional and discovery modules)*
5. *Have discussions taken place with co-teaching schools where necessary? (particularly relevant to Joint Honours programmes)*
6. *For discovery modules (previously electives), have relevant Discovery Theme Leader(s) been notified that a module in their Theme is being removed? (please email* [*strandleaders@lists.leeds.ac.uk*](mailto:strandleaders@lists.leeds.ac.uk)*)*
7. *For operational reasons, any change to a module title requires a new module code to be assigned (and the old module code withdrawn).*

| Module title and code | With effect from  e.g. 2017/18 | Include a brief description of the amendment | C/O/D[[1]](#footnote-1) | JH[[2]](#footnote-2)  Y/N | Catalogue updated? |
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1. State if the module if Compulsory/Optional/Discovery [↑](#footnote-ref-1)
2. State if the module is included in a Joint Honours programme(s) and if the co-teaching school has been consulted

   \* *Module amendments that affect credit weighting, level or have substantive changes to the module learning outcomes require a new module to be proposed and the existing module to be permanently withdrawn. Speak to your QAT Faculty contact for further information.* [↑](#footnote-ref-2)