

Project Name: Foundation degrees with professional qualifications delivered by distance learning by Worcester College of Technology

Amendment History:

Version No.	Date	Reason for Amendment
1	15/06/07	New proposal

Project Manager Steve Poole (WCT)

Document Distribution

<i>Name</i>	<i>Location</i>	<i>Responsibility</i>	<i>Action/Information</i>
Steve Poole	WCT	Manager of the project	Author of proposal
Carl Flint	WCT	Vice Principal	For information
Tim Maxfield	UW	Worcester Business school (validating agency)	For information
Bob Parker	LLN	Lead for Leadership and Management	For information
Debbie Lambert	LLN	Manager of the LLN for H&W	Involved in project
Geoffrey Elliott	UW	Members of LLN steering Group	To approve project
Gail Rothnie	UoB		
Mike Rookes	OU		
Chris Morecroft	WCT		
Ian Peake	HCT		
Donna Obrey	LLN	Project Officer	To track project

Background

WCT run a large number of professionally accredited courses in the area of leadership and management. They would like to incorporate them into foundation degrees which have a major element of distance learning to enable access by people in employment, thus also assisting in the work of the LLN.

Objectives of the Project

The project has been designed to develop the delivery of foundation degrees by blended learning, which is a new approach for the college. It is also incorporating professional qualifications to increase their attractiveness to potential students.

Project Approach

Steve Poole and his department (WCT) will work with Tim Maxfield (UW Business School) to develop 3 courses across the academic year 2007/8. The money bid will be used to release WCT staff from teaching in order to lead the developments.

Scope:

A Key Products from the project

1. An FD in Payroll (validation by Christmas 07 by UW and Institute of Payroll Professionals)
2. An HND into an FD in Business with named pathways linked to professional qualifications (validation by UW and professional bodies in spring/summer 08)
3. Conversion of an existing FD in Local Government Administration from traditional to distance learning delivery (validation by UW summer 08).
4. All students will count towards general LLN targets, but not ASNs. The FD Payroll course will use LLN student numbers in 2009/10
5. The LLN will learn from the experience of validating distance learning courses.

B Out of Scope

The project funding will contribute to the costs of developing these three courses only. It will not cover the validation costs.

Constraints

The course development team will also be undertaking teaching and other activities. The requirements of professional bodies alongside UW must be met. The success of the courses is dependent on successfully recruiting students.

Initial Project Case

Providing LLN funding will enable the course team to have more time to develop these courses which, due to the new distance learning element and the need to meet requirements of different validating agencies will necessarily take longer to think through, develop, plan and write for validation. The incorporation of professional qualifications, the design of the delivery to meet the needs of students in full time employment, and the subject area combine to make them meet the aims of the LLN.

Benefits of the Project

1. To potential students: provision of courses which can be completed around work at a time to suit them, and which carry professional and academic qualifications.
2. To employers: relevant courses which meet the needs of their employees. Employers in this context are represented, in the main, by the professional awarding bodies who act as SSCs in their area of expertise.
3. To WCT: Increased numbers of HE students.
4. To the LLN: Experience of validating distance learning materials. Contribution to 2009/10 ASNs. Contribution to portfolio of appropriate courses. Contribution to general LLN targets of student numbers.

Key Assumptions

- That staff can be released for the project from WCT
- That CASC (UW) approves the development and that Worcester Business School (UW) will support the validation of the courses.

Costs

WCT staff release 6 hours for 30 weeks for 3 courses = £10 000

How will the project be evaluated?

- Meeting of the course team and LLN to identify lessons re distance learning.
- Monitoring of numbers of students on new courses compared to old, and monitoring retention of students over the length of the LLN.

How will the project be sustained?

WCT will continue to run the courses for as long as there is a demand

Initial Risk Log

Risks	Probability	Impact	Containment Plan
Teaching staff unable to be released	L	H	Separate the project into three courses and only work on 1
UW unable to support development	L	H	
Professional body requirements can't be met	L	H	
Courses not successfully validated	L	H	
Insufficient students recruited			

Project Team

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WCT Business School
UW Business School
Debbie Lambert