

Meeting Minutes
Teaching Sustainability Project Taskforce
Thursday 12 March 2026

1. Welcome and apologies

Attendees: Fiona Devine (Chair), Fiona Smyth, Emma Rose, Rory Stanton, Scott Heath, Thomas Schmidt, Emma Wilson, Julia Dobson, Mario Pezzino, Alec Severs, Anna Goatman, Ben Cawley, David Boyd, Lexy Cummins and Hannah Jordan (Secretary).

Apologies: Hannah Cousins, George Moulton, Camden Reeves, Julia Dobson, Craig Best, David Spendlove.

It was noted that Craig Best will be leaving the University and will no longer attend these meetings, and that David Spendlove is now on sabbatical and will not attend any remaining meetings.

2. Minutes from the last meeting: *for confirmation*

The [minutes](#) of the previous meeting held on 29 January 2026 were presented for confirmation. No amendments were raised, and the minutes were approved as an accurate record.

3. Outstanding actions

Verbal updates were given on the following outstanding actions:

- **TSTF129:** Jenn Hallam has authorised the restart of the CCM (curriculum management) system project. The previous scoping work will be reviewed to confirm whether it remains accurate and whether the existing business case continues to be valid. The aim is to go out to tender as soon as possible, and it is currently expected that an external supplier will be used rather than Slate. Work is underway to secure project support from SCO. Any implications for the group will depend on the pace at which the project progresses to tender. Integration and resourcing continue to be significant challenges, particularly in relation to Campus Solutions, and this will need to be factored into PJ's programme of work.
- **TSTF130:** Fiona S and Alec will be meeting with current school representatives in April to discuss the course unit framework. A further meeting will be scheduled with the new cohort of representatives once they commence their roles in September. The current SALC representative has been highly engaged, and efforts will be made to maintain momentum and support a smooth handover to the incoming representatives.
- **TSTF121:** David and Anna will continue to progress the work relating to the costing model.

4. RAID

- Risk owners were reminded to review the RAID and flag any new items or updates for inclusion.
- Lexy has begun drafting the project closure report, with a number of existing risks transitioning from project into business-as-usual management. These risks will be owned and monitored through relevant BAU governance and risk management processes. The closure report will be presented to Faculty Executive in July.

5. Chair's update

- The Chair updated the group on ongoing discussions regarding Senate processes and application of the University's agreed normative criteria. It was confirmed that, in line with standard governance procedures, a set of programme withdrawal proposals from SoSS and SEED (approximately 20 programmes), relating to a number of master's programmes, are planned to be submitted for consideration at the April meeting. These items have already progressed through the relevant school

and Faculty QSDE committees, therefore, no further action is required at this stage. Preparation of the necessary documentation for Senate will be undertaken collaboratively with TLD.

- Within SALC, a small number of additional programme withdrawals, including eight MLC programmes, are currently progressing through school QA processes considering the newly agreed Normative Criteria and are expected to be reported to Senate in June.
- The Chair noted that existing documentation does not currently reflect where there has been discussion or differing viewpoints within committees. At the request of Teaching and Learning Delivery Team, future paperwork will include a section to note where debate occurred to ensure transparency.
- A broader conversation took place regarding the volume of paperwork required by the University across approval and withdrawal processes. It was acknowledged that, while the normative criteria bring structure and clarity, they do not necessarily reduce the volume of paperwork required for governance purposes. This applies equally to amendments, new programme proposals, and withdrawal proposals.
- The Chair highlighted that one programme, MSc Digital Marketing, originally developed through the Size and Shape, is now being considered for a transition from on-campus delivery to an online format via Manchester Online.
- TS will brief Camden on the items that are expected to come forward for consideration at the June meeting, ensuring that all relevant stakeholders are aware of upcoming business within the standard governance cycle.

6. TNE programmes

- The group received an update on current TNE data. It was acknowledged that responsibility for TNE activity is split between centrally managed provision and school-managed provision.
- The Manchester Online operating model is being reviewed. Early discussions indicate that the University may explore a more centralised model for managing online programmes, like arrangements currently used for TNE.

SEED:

- MSc Real Estate continues to recruit well. TMA Educational Leadership is in the process of closure/has recently closed through the appropriate governance route. There is emerging interest in exploring smaller-scale CPD-focused activity delivered across centres, although no proposals have been developed at this stage.
- Some recruitment numbers for the Educational Leadership in Practice course, in certain locations appear low, however, the group agreed that further analysis is required to understand the underlying reasons and whether coding structures may be affecting how figures are represented.
- It was noted that some TNE registrations are coded separately to support student administration despite students following the same programme, working with the same academic teams, and completing the same assessments. This affects the visibility of the overall cohort size
- Further analysis is required to fully understand the associated costs and operational implications. David and Rory to review the costing model and associated costs for the international centres and relevant TNE/SEED activity and bring back to the Dean. **Action DB/RS**

SoSS:

- Financial Crime remains linked to the ICA's Professional Postgraduate Diploma programmes, and the school has recently approved an alternate entry route to increase overall numbers on the master's programme.
- Social Statistics has been withdrawn through the appropriate governance processes but there are still students currently enrolled and they will continue to be supported until completion, and the programme remains active until this point.
- Data Analytics continues to perform as expected.
- The LLM has not recruited at the level anticipated and will continue to be monitored. It was noted that, where programmes have been formally withdrawn but remain active for continuing students,

appropriate steps will need to be taken to fully close the programme and remove all associated codes once the final cohort has completed.

- For the Healthcare, Ethics, and Law (HCEL) postgraduate certificate programmes, the programme team have stated that it provides a route for students who wish to progress to a full MA or LLM. TNE confirmed that only a small proportion of students' progress from the initial award to a full MA or LLM. While this provides a valid entry point for learners, the group noted the consistently low numbers and agreed that further discussion is required with the programme team. MP to follow up with the programme team regarding the position of this provision and future options. **Action MP**

AMBS:

- Some missing data was reported, but it was noted that since revisions to the MSc Financial Management, one stream has exceeded its target for the first time since launching in 2020. The programme remains under review, and it will be particularly key to see the numbers following the March and September intakes. It was noted students join existing cohorts rather than starting new standalone cohorts.

SALC:

- Egyptology continues to perform strongly, operating in a distinctive market with limited competition.
- MSc Humanitarian Practice (delivered in partnership with Medicine Sans Frontieres) remains stable and continues to present low risk. MSF has confirmed ongoing commitment for at least five years, including funding for a set number of places, with additional places made available to non-MSF applicants as part of the agreement.
- The MSc Global Health has experienced recruitment and operational challenges but has been identified as potential future Manchester Online programme. A range of options need to be considered, including allowing programmes to continue only until a Manchester Online version is established, suspending recruitment during transition work, or closing and potentially redeveloping the programmes at a later stage. No preferred option has been identified and further work is required.
- It was noted that TS will meet separately with Nick (HCRI) to discuss the strategic direction of the portfolio, assess the feasibility of potential options, and review the wider programme of activity. **Action TS**

7. Course Unit Framework

- Launched on 2 March, and detailed guidance is now available on the Teaching Academy pages on the Faculty SharePoint site. This includes practical information, principles underpinning the changes, and emerging FAQs to support clarity and accessibility.
- Directors of Teaching and Learning and student representatives have been engaged in the development work to date. Additional engagement is planned through a series of drop-in sessions aimed at Heads of Department and colleagues who were unable to attend FLF, as well as broader Q&A sessions.
- Initial feedback indicates that overall engagement has been positive, however, some concerns relate to the scale of implementation, perceptions of prescriptiveness, and how the framework aligns with established practice, including research-informed teaching. Work is underway to address these concerns and to provide further explanatory material on SharePoint.
- The size and complexity of the work were noted. The transition spans multiple years, with the first full undergraduate delivery expected to occur several years into the process. Historic complexities, including free choice, cross-listed units, mixed cohorts, and interdependencies, will require careful untangling. PGT programmes are expected to be an earlier starting point due to their comparatively simpler structures.
- Work continues RAG rating programmes to understand where structures are straightforward and where significant redesign will be required. Challenges associated with required University-level paperwork were acknowledged, noting that while the paperwork cannot be significantly simplified, planning will aim to manage the workload as effectively as possible.

- Despite the scale of activity, the overall view is that the framework is positive and valuable, with strong commitment across the faculty. The group agreed that identifying challenges early is helpful and that solutions will continue to be developed as part of the implementation process.

AMBS:

- Noted the shift to a 20-credit structure was highlighted as one of the most substantial changes. Benchmarking is underway, and some concerns have arisen about perceived reductions in content, however, it was noted that some units may reduce in size while others may expand. Overlapping units across programmes and schools may also require further coordination. Changing intake sizes in certain areas may also have implications for unit capacity and flexibility.
- The group discussed student number growth, particularly the additional undergraduate intake projected for AMBS and SoSS. Increased demand in Business Management, and Economics may put pressure on units originally designed for smaller cohorts. Timetabling, space, and room capacity were identified as areas requiring continued attention. Emma agreed to flag student number growth and associated timetabling requirements with Paul Brierley, as these feed into integrated planning and University-level timetabling discussions. **Action ER**

SEED:

- Reported ongoing work on the MSc Global Development pathways, which involve significant structural considerations, including research-informed teaching requirements and interdependencies across programme teams. Course Unit Framework materials have been circulated, and feedback is expected following the next Teaching and Learning Committee meeting. A central resource is being developed to support programme leads navigating structural complexity. MIE noted that activity schedules are being reviewed, with no substantive feedback yet.

SoSS:

- no major concerns have been raised. Colleagues appear broadly comfortable with the direction, including the transition to 20-credit units. Work continues the BASS review, considering how the framework may affect student choice. Some early enthusiasm from departments (e.g., Economics) led to premature redesign work, and it was agreed that changes must align with available resourcing and established timelines. FS, FD and ER to consider how best to manage early engagement with redesign activity to ensure there is sufficient resource. **Action FS/FD/ER**

SALC:

- Reported positive engagement from Heads of Department, with broad agreement that the framework will offer improvements. PGT is being prioritised due to its more manageable structure, while work on UG mapping continues. Although some programmes will require significant change, the school remains committed and is progressing monthly check-ins to maintain momentum.
- It was noted that staff across schools are generally supportive, and earlier concerns about the credit shift have reduced. Nevertheless, there remains some nervousness about workload and capacity as changes progress. Regular updates for learning designers and TLOs are helping to keep everyone on the same page.

8. Communications

- A meeting was held with the Languages Subgroup regarding communications linked to the umbrella model. Communications for current MLC students have been developed to ensure they are aware of the forthcoming naming changes to degrees for 2027 entry. These communications emphasise that there is no impact on current students' studies, and this communication has now been approved. The

information will be shared with internal stakeholders and programme directors before being issued to students.

- Updates on the umbrella model and the Course Unit Framework have been included in recent student e-News communications. Early reflections indicate no concerns have been raised with Alec to date about the umbrella model or any impact on the perceived status of students' degrees.
- It was agreed that any feedback received from current students, particularly those returning from interruption or seeking clarification, should be shared with Alec to support consistent messaging.
- EW has identified the need for specific communications for the incoming cohort. Discussions are underway with Admissions to ensure offer-holder information is accurate, particularly for students enrolling in September who will join under the existing model. Further communications will be required once the new arrangements are in place, including guidance for students who interrupt and may need to switch to a revised structure upon return. Ben will pick this up with EW. **Action BC/EW**

9. Summary of actions

Action Reference	Action	Owner
TSTF132	David and Rory to review the costing model and associated costs for the international centres and relevant TNE/SEED activity and bring back to Fiona D.	David Boyd/Rory Stanton
TSTF133	Mario Pezzino to follow up with the programme team for Healthcare, Ethics, and Law regarding the position of this provision and future options and report back at the next meeting.	Mario Pezzino
TSTF134	Thomas Schmidt will meet separately with Nick (HCRI) to discuss the strategic direction of the portfolio, assess the feasibility of potential options, and review the wider programme of activity.	Thomas Schmidt
TSTF135	Emma R agreed to flag student number growth and associated timetabling requirements with Paul Brierley, as these feed into integrated planning and University-level timetabling discussions.	Emma Rose
TSTF136	Fiona S, Fiona D and Emma R to consider how best to manage early engagement with redesign activity linked to Course Unit Framework to ensure there is sufficient resource.	Fiona Smyth/Fiona Devine/Emma Rose
TSTF137	Ben will pick up with Emma Wilson on communications for the incoming student cohort regarding the change in MLC to Umbrella Model	Ben Cawley/Emma Wilson