

## PROGRAMME SPECIFICATION

<b>1</b>	<b>Awarding institution/body:</b> University of Worcester
<b>2</b>	<b>Teaching institution:</b> Pershore College as part of Warwickshire College and University of Worcester Partnership
<b>3</b>	<b>Programme accredited by:</b> N/A
<b>4</b>	<b>Final award:</b> BSc (Hons)
<b>5</b>	<b>Programme title:</b> Food Safety and Quality Assurance
<b>6</b>	<b>Pathways available:</b> Not applicable
<b>7</b>	<b>Mode and/or site of delivery:</b> Face to Face delivery of theoretical and practical work with some blended learning via the Learning Channel and BlackBoard VLEs. All modules are delivered at the Pershore College centre of Warwickshire College with possible use of UW laboratory facilities. Some delivery is undertaken by UW staff at the Pershore College centre of Warwickshire College.
<b>8</b>	<b>Mode of attendance:</b> FT & PT
<b>9</b>	<b>UCAS Code:</b> D690 P
<b>10</b>	<b>Subject Benchmark statement:</b> Agriculture, Forestry, Agricultural Science, Food Sciences and Consumer Sciences (2002)
<b>11</b>	<b>Date of Programme Specification preparation/revision:</b> January 2011

### 12. Educational aims of the programme

#### Generic Aims

The Honours degree award aims to provide the following:

- a) to develop in each student subject knowledge and understanding appropriate to individual interests and developing career needs;
- b) to develop each student's intellectual powers, their understanding and judgement, their ability to see relationships within what they have learned and to examine the field of study in a broader perspective;
- c) to develop the personal effectiveness and employability of students, in particular their ability to learn, to communicate, to work with others and to solve problems;
- d) to develop those skills of professional scholarship required for career management, lifelong learning and innovation;
- e) to provide a lively, stimulating and challenging educational experience.

### Award-Specific Aims

The BSc Food Safety and Quality Assurance award aims to:

- f) provide specialist honours level study as a progression for graduates of the FdSc Food Safety and Quality Assurance as well as similar Foundation degree and Higher National programmes in the field;
- g) provide an educational foundation for a range of careers in the food industry;
- h) develop a range of transferable skills and techniques, personal qualities and attitudes essential for successful performance in working life;
- i) provide support to meet the individual academic and pastoral needs of students with varying abilities;
- j) develop in students a positive attitude towards lifelong learning;
- k) provide opportunities to develop, encourage and enhance students' motivation for the food industry so that they are able to make an immediate contribution to their chosen area of employment;
- l) provide students with an appreciation of the structure, role, significance and operation of organisations in the food industry on a national and international scale;
- m) provide students with an appreciation of issues in food safety and quality assurance in the food industry;
- n) develop student's abilities in scientific and technical aspects of the food industry;
- o) develop students' abilities to make informed decisions in the food industry.

### **13. Intended learning outcomes and learning, teaching and assessment methods**

#### Generic Outcomes

On successful completion of Honours degree awards, students will be able to:

- i. communicate clearly, concisely and confidently, using an appropriate format;
- ii. collect, select and critically evaluate information from a range of sources;
- iii. manipulate and interpret complex sets of data, assess their reliability and present them in an appropriate format;
- iv. learn independently and display the skills of professional scholarship required for personal development, career management and lifelong learning;
- v. use information and communication technology effectively;

- vi. demonstrate familiarity with, and understanding of, the important facts and principles in a broad field of study and an awareness of the provisional nature of knowledge and theory;
- vii. display the attributes, skills, behaviour and attitudes required in working life;
- viii. demonstrate the ability to establish effective working relationships with others;
- ix. demonstrate safe working practices and advise others accordingly;
- x. marshal evidence, by reference where appropriate to primary sources and knowledge at the forefront of the discipline, and apply it in a balanced way in an argument;
- xi. select and apply appropriate scientific or technical principles to the diagnosis, analysis and solution of complex and unpredictable problems;
- xii. formulate hypotheses or research questions, plan and execute research or development work, evaluate the outcomes and draw valid conclusions.

#### Award-Specific Outcomes

On successful completion of the BSc Food Safety and Quality Assurance students will be able to:

- xiii. analyse and critically evaluate a wide range of technical, legal and environmental aspects of the food industry;
- xiv. critically evaluate a range of information and data to make judgements, and to provide appropriate solutions to problems in the food industry;
- xv. critically review aspects of current research within the food industry;
- xvi. use systematic understanding of key aspects of the food industry, to develop, investigate and communicate a research topic within food safety or quality assurance; and
- xvii. appreciate the limits of their knowledge in the context of the food industry and demonstrate the ability to manage their own learning.

The aims and outcomes of this award are in alignment with the Framework for Higher Education Qualifications (October 2008) at level six.

This award meets the requirements of key skills and knowledge as identified in the QAA Agriculture, Forestry, Agricultural Sciences, Food Sciences and Consumer Sciences Subject Benchmark Statement (2002).

## Learning, Teaching and Assessment Methods

Learning and teaching on the BSc (Hons) Food Safety and Quality Assurance are designed to develop students' academic skills while not losing sight of the importance of industry relevance and currency.

The teaching team can access excellent technology including a Virtual Learning Environment and intranet supported by strong technological support. Students will have home access to the College's VLE (called the Learning Channel) for dynamic resources and supporting materials.

The course will involve a blended learning approach with online resources, directed reading and online discussion fora all used to supplement the taught sessions. Relevant course books and access to the Virtual Learning Environment are therefore essential.

The methods of learning and teaching within the classroom vary according to the nature of the subject matter but include a wide diversity from formal lectures to student centred activities including laboratory work, seminars and case studies. Employer links are exploited to provide guest speakers and industry visits to help students in the contextualisation of academic knowledge.

Assessment methods for the BSc (Hons) Food Safety and Quality Assurance are varied and have been designed to assess a full range of skills in presenting information. The table overleaf details the assessment methods used, from presentations and written assessments to examinations and practical assessments.

The table below shows the full range of assessment items used within the subject, by module and also shows the relative weightings of each item.

Module	Written Assignment	Case Study	Presentation	Exam	Critique	Practical Report	Formative Test	Research Proposal	Independent Study
FSQA3001									100%
FSQA3102					40%			60%	
FSQA3103	60%		40%						
FSQA3104		50%				50%			
FSQA3105	40%			60%					
FSQA3106				100%					
FSQA3107			50%	50%					

## 14. Assessment Strategy

The assessment programme is designed to determine if you have achieved the module learning outcomes and assessment criteria and can demonstrate qualities and abilities, which reflect the general educational aims of the course. In addition, the programme of assessment will provide feedback for both you and module tutors so that remedial action may be taken where required.

Formative assessment is undertaken regularly throughout the course. Many of the assessments that contribute to final grades are of a formative nature in addition to their summative role. Furthermore, you are expected to participate in a wide range of in class activities, quizzes and tests using the Virtual Learning Environment, presentations and written work that will not contribute to your final grade but which is vital as part of the learning process and in providing you with feedback on your academic progress.

Summative assessments are as detailed in the table at the end of Section 13.

The course is fully compliant with UW regulations for assessment, mitigation, appeals and complaints. For further details on any of these areas please follow this link to the [Registry website](#) or see the [UW Student Handbook](#).

## 15. Programme structures and requirements

Title: Bachelors Degree in Food Safety and Quality Assurance

Year: 2009

Last Updated: 2009

LEVEL 6				
Module Code	Module Title	Credits (Number)	Status Mandatory (M) Option (O)	Prerequisites & Co-requisites
FSQA3001	Independent Study	30	M	None
FSQA3102	Research Methods	15	M	None
FSQA3103	Trends in the Food Industry	15	M	None
FSQA3104	Product Development	15	M	None
FSQA3105	Food Plant Sanitation	15	M	None
FSQA3106	Food Legislation	15	M	None
FSQA3107	Sustainable Food Management	15	M	None

FSQA3102 (Research Methods) is delivered in the first semester. FSQA (Independent Study) runs across both semesters.

### Single Honours Requirements at Level 6

To complete the BSc (Hons) Food Safety and Quality Assurance, you must:

1. Gain at least a PASS grade in each module
2. Achieve 120 credits at level six.

## **16 QAA Academic Infrastructure**

Like all Higher Education courses in the UK, this award is designed with reference to the [Academic Infrastructure](#), a means of describing academic standards in terms of the [academic level](#) you are expected to achieve and, in broader terms, the [content](#) that will be covered. This includes the FHEQ, or Frameworks for Higher Education Qualifications, which provide details of the academic level expected within each year of the course.

A key document in the development and management of higher education courses is the QAA Code of Practice for the Assurance of Academic Quality and Standards in Higher Education. The [QAA Code of Practice](#) plays a central role in shaping the BSc Food Safety and Quality Assurance and has been a guide to developing the underlying University of Worcester [Undergraduate Regulatory Framework](#) as well as key aspects of the course such as approaches to admissions policy, assessment procedures and quality assurance through the appointment of External Examiners to oversee the course.

Section 1 of the QAA Code of Practice applies only to postgraduate courses and so will not affect your studies on this course. Section 2 of the QAA Code of Practice explains the principles and responsibilities involved in the partnership between the University of Worcester and Pershore College, a part of Warwickshire College. Section 3 ensures equality if you have a disability while Section 4 details the ways in which external examiners ensure the quality of the academic standards and assessment processes that you experience. Section 5 lays down your rights in academic appeals and complaints on academic matters and Section 6 ensures that assessments and assessment procedures are fair and effective. Section 7 describes the approaches to programme design which have been followed in developing this degree and Section 8 explains the policies that higher education institutions must have in career education, information and guidance. Work-based learning is managed in line with guidance in Section 9 of the QAA Code of Practice while Section 10 deals with admissions to HE courses.

The QAA also produces a [Subject Benchmark Statement](#) which describes the content required by courses in particular subjects. The BSc Food Safety and Quality Assurance has been developed in line with the Subject Benchmark Statement for Agriculture, Forestry, Agricultural Sciences, Food Sciences and Consumer Sciences (2002).

The BSc Food Safety and Quality Assurance has been designed in line with the University of Worcester [Curriculum Design Policy](#). This includes, most specifically, ensuring that the award provides you with appropriate learning outcomes and assessment opportunities. It also ensures that assessment criteria are appropriate and fair and that the course runs in line with the University of Worcester assessment policy. In addition, the programme is consistent with the University of Worcester's Undergraduate Regulatory Framework and is fully informed by the University of Worcester's Equality Statements.

## **17 Support for students and their learning**

### Equal Opportunities

Please ensure that you inform the College of any additional needs you may have to enable us to provide appropriate support or make reasonable adjustments to ensure you can participate fully in the course.

Written course materials are available in alternative formats for students who would benefit from this. The different formats available include large font text, coloured paper or electronic formats. Please contact your Course Manager to discuss these options if this applies to you.

All HE programmes of study at the College are outcome-based; for each module students are given a set of outcomes. The assessment strategy includes tasks that give students the opportunity to demonstrate that they can achieve these outcomes. In some cases students will be unable to complete an assessment task due to a physical disability, for example a non-verbal person is unable to give an oral presentation. In such cases, the College may provide students with alternative means of achieving the assessment tasks. These will be negotiated with the student and Course Manager and approved in advance by the Subject Assessment Board, with advice from the Integration Officer as appropriate. In such cases a medical certificate will normally be required.

Further details can be found on the Warwickshire College intranet, including the College Equal Opportunities Policy and our statement on Meeting Your Individual Needs: Disclosure and Confidentiality Policy Relating to DDA4.

The University of Worcester has an Equal Opportunities Policy, together with equality schemes and action plans promoting equality in relation to race, disability, gender, age and sexual orientation. Progress in implementation is monitored by the Equality and Diversity Committee.

The University's [Disability and Dyslexia Service](#) within Student Services provides specialist support on a one to one basis.

## Personal Tutors

You are entitled to a minimum of three tutorials on an individual basis with your personal tutor. In addition, group tutorials take place that provide guidance and support on studying at HE level, informs you of changes and arrangements, and may be used to administer assessments, introduce assignments and return marked work.

Records and action plans result from tutorials and are entered onto your College file for review and updating.

You may also be issued with progress reviews to provide an overview of your achievements to date, and what you need to do to improve and achieve your potential. The overall aim of tutorials is not to solve your problems for you but to help you solve your own problems!

## Personal Development Planning

The Warwickshire College PDP tutorial process provides advice and guidance to students on a range of approaches to planning for their personal, educational and career development. The planning of individual goals and intentions and the alignment of actions to achieve them is emphasised. Students are encouraged to record thoughts, ideas, and experiences in the form of an Evidence Log or Personal Development Record. Students are guided to use this PDR as a tool to review and evaluate their experiences and the results of their learning.

## Study Skills

During their course all students will develop and exercise key skills, career management abilities, and the research and scholarship competencies required of autonomous professionals in a rapidly changing sector. The course aims:

- To develop the key skills for successful learning both in undergraduate courses and in subsequent careers.
- To develop the knowledge, understanding, attributes and skills required to obtain appropriate employment and manage career development.
- To develop the professional scholarship required in a learning society.

[Study Skills Advice Sheets](#) have been developed in order to help you to plan and carry out your coursework and assessments, making the most of the time available and helping you to achieve your potential.

## **18 Admissions policy, criteria and procedures**

### Admissions policy

The Degree course acts as a top-up from the FdSc Food Safety and Quality Assurance or equivalent, the completion of which (or an equivalent) is required for entry.

### Entry requirements/selection criteria

A Pass at FdSc Food Safety and Quality Assurance or equivalent is usually required for entry to the BSc (Hons) Food Safety and Quality Assurance. Applicants who have not completed the FdSc Food Safety and Quality Assurance but have an equivalent qualification will be interviewed to establish that the course is of benefit to them. In addition, entry qualifications other than the FdSc Food Safety and Quality Assurance will have to be carefully studied to ensure that direct entry to the BSc (Hons) Food Safety and Quality Assurance is possible. Additional studies may be required.

We are happy to consider all ages of students, including those who are making a career change.

### Admissions procedures

Application for full-time students (to achieve the top-up degree in one year) is made by applying on the UCAS website [www.ucas.com](http://www.ucas.com). Both UW and Pershore College hold a series of open mornings and afternoons when further course details can be discussed. This is also the time when interviews take place. Part-time applicants (to study for two years) should apply directly to Warwickshire College using a Warwickshire College application form.

### Accreditation of Prior Learning

Relevant previous study at HND or degree level or extensive experience may be considered eligible for accreditation of prior learning. Entry with advanced standing may be possible dependent upon qualifications or experience gained. Credit can also be given for individual modules.

## **19 Methods for evaluating and improving the quality and standards of teaching and learning**

Quality and standards at Pershore College are monitored and maintained through a wide range of processes, including those relying upon contributions from the student body.

The Course Manager for BSc (Hons) Food Safety and Quality Assurance completes an Annual Course Monitoring report at the end of each academic year. This report (which is combined with the report for the FdSc Food Safety and Quality Assurance) enables the evaluation of many aspects of the course

management including the quality of assessment and employer engagement. The report is shared with UW who write a Link Tutor Report to comment on the report and the quality of the course. In addition, the report is circulated to key managers within Warwickshire College so that the quality of the course can be widely assessed.

One key piece of information that feeds into the Annual Course Monitoring report is the External Examiner's (EE) Report. The EE looks at the quality of assessment on the course and sits on the Examination Board that confirms your grades and progression.

You have a vital role to play in reporting on the quality of your course. A range of quality questionnaires are circulated during the year to look at a number of key aspects of the provision. One important questionnaire is the Course Survey which asks you to comment on aspects of the course such as the quality of learning resources and the quality of your lecturers. These Course Surveys are supported by Module Surveys which look more in depth at individual modules.

You can also comment on your course at a national level. The National Student Survey (NSS) takes place in the spring term and is administered nationally by Ipsos-Mori, the opinion polling company. Results of the NSS are published nationally and are available to read through the UCAS website and at [www.unistats.com](http://www.unistats.com).

## **20 Regulation of assessment**

The course operates under the [Undergraduate Regulatory Framework](#) which sets out the full regulations for passing modules, grading of modules, retrieving failed modules, progressing from one year to the next, requirements for awards, and how the degree is classified.

### **Requirements to pass modules**

- Modules are assessed using a variety of assessment activities which are detailed in the module specifications.
- The minimum pass mark is D- for each module.
- Students are required to submit all items of assessment in order to pass a module, and in some modules, a pass mark in each item of assessment may be required.
- Some modules have attendance requirements (delete if this does not apply).
- Full details of the assessment requirements for a module, including the assessment criteria, are published in the module outline.

### **Submission of assessment items**

- Students who submit course work late but within 5 days of the due date will have work marked, but the grade will be capped at D- unless an application for mitigating circumstances is accepted.

- Students who submit work later than 5 days but within 14 days of the due date will not have work marked unless they have submitted a valid claim of mitigating circumstances.
- Students who fail to submit an item of assessment lose their right to reassessment in that module, and will be required to retake the module.
- For full details of submission regulations see URF.

#### **Retrieval of failure**

- Students are entitled to resit failed assessment items for any module that is awarded a fail grade, unless the failure was due to non-attendance or non-submission.
- Reassessment items that are passed are graded at D-.
- If a student is unsuccessful in the reassessment, they have the right to retake the module (or, in some circumstances, take an alternative module).

#### **Requirements for Progression**

- A student who fails 90 credits or more due to non-submission will be required to withdraw from the University.
- Students who pass less than 90 credits but have submitted all items of assessment will be required to retake modules.

<b>Award</b>	<b>Requirement</b>
Degree with honours	120 credits at Level 6

#### **Classification**

The honours classification determined on the best 8 module (120 credits) grades attained at Level 6 only

Institute Examination Boards review and confirm results for modules, and the Scheme Examination Board considers candidates' mark profiles to make decisions about progression, awards and degree classifications as appropriate.

### **21 Indicators of quality and standards**

- External Examiners' reports
- The University has the Investors in People kite mark which was renewed in 2008
- The College has the Investors in People kite mark renewed in 2006

In November 2005, the University was audited by the Quality Assurance Agency. The audit confirmed confidence in the University's management of the quality of its academic programmes and the standards of its awards. The

QAA particularly commended the University's supportive ethos and range of departmental and central services provided to students and staff in support of its mission to deliver an excellent inclusive higher education.

## **22 Career opportunities and links with employers**

The BSc (Hons) Food Safety and Quality Assurance leads to career opportunities in commerce and industry, the public sector and education as well as scope for further studies leading to postgraduate qualifications.

- Business (e.g. Proprietor, Quality Assurance Manager, Marketing Manager, Quality Controller, Food Product Development Management)
- Government Agencies (e.g. DEFRA)
- Technical Posts (e.g. consultant, advisor)
- Education (e.g. Teaching, Lecturing, Research)
- Further Study: postgraduate qualifications such as a Masters degree

If you are not already employed in the Food industry, the course provides links with employers through the work-based learning component. Those already employed within the Food industry may find that they are provided with new responsibilities and management opportunities as a result of their studies.

The BSc (Hons) Food Safety and Quality Assurance has a range of links with local employers. Course enhancements provided by employers include enabling visits to their facilities and providing guest speakers to discuss contemporary issues in the Food industry. Students on the FdSc Food Safety and Quality Assurance also attend industry conferences where available. All of these activities – with their crucial employer involvement – help to ensure the industry relevance and currency of the course.