



Addendum to the Course Handbook for

All Awards 2020/21 Entry

1. University Structure and School specific roles

The University has restructured its Schools and Faculties with effect from 1st August 2020. The course handbook continues to refer to previous arrangements. Please be advised that the following arrangements are now in place. Your course may therefore now be within a new school but your Course leader and the academic staff who teach you will remain the same. These changes also impact on the roles within schools, so references to previous roles (e.g. Dean of School) may also be out of date.

Appointments are still being confirmed for the roles of School Disability lead, and you will be advised who this is and how to contact them as part of your induction programme.

Faculty of Business and Justice

Executive Dean: Professor Chris Pyke

Head of **School of Business** – Dr. Robin Carey

Head of **School of Management** - Louise McArdle

Head of **School of Justice** - Vivienne Ivins

Faculty of Health and Care

Executive Dean: Janette Grey

Head of **School of Community Health and Midwifery** – Dr. Deborah Kenny

Head of **School of Nursing** – Professor Karen Wright

Faculty of Clinical and Biomedical Sciences

Executive Dean: Professor Cathy Jackson

Head of **School of Dentistry** - Dr. Malcolm Edwards

Head of **School of Medicine** - recruitment in progress

Head of **School of Pharmacy and Biomedical Sciences** – Professor Colin Davidson

Faculty of Science and Technology

Executive Dean: Professor Ian Allison

Head of **School of Natural Sciences** – Professor Derek Ward-Thompson

Head of **School of Engineering** - Maria Murray

Head of **School of Psychology and Computer Science** – Dr. Jamie Taylor

Faculty of Allied Health and Wellbeing

Executive Dean: Robin Richardson

Head of **School of Social Work, Care and Community** – Professor Joanne Westwood

Head of **School of Sport and Health Sciences** – Bryan Jones

Faculty of Culture and Creative Industries

Executive Dean: Jane Anthony

Head of **School of Arts and Media** – Dr. Andrew Churchill

Head of **School of Humanities, Language and Global Studies** – Dr. Daniel Waller

2. **Administrative Support**

Academic Registry provides a range of services to support the student journey from enrolment to graduation. The Academic Registry is responsible for course administration and supports the University's academic Schools and Faculties. Teams in the Academic Registry provide information and guidance on student records, change of circumstances and academic appeals. As a result of large-scale change within the University, professional support services are also transitioning to their new structure, but you will still be able to access the same level of support, advice and guidance as before. Services within Academic Registry operate from **8.45am until 5.15pm Monday to Thursday and until 4.00pm on Fridays**. Contact information can be found at: https://www.uclan.ac.uk/students/support/course_admin_service.php.

3. **Academic Advisors**

The University has also reviewed their processes and procedures relating to the role of the Academic Advisor, and from August 2020 are transitioning to a new model where you will be supported by a Year Tutor and Student Coach. The course handbook refers to the previous arrangements, and you should be made aware during your course induction process as to how these changes have been applied within your School and specific course. You will continue to have access to 1:1 support through small group meetings twice per year and weekly drop in office hour slots.

4. **Mitigating Circumstances**

As part of our changes in relation to the way that you will receive student support through your Year Tutor and Student Coach, we have also changed the way that support is provided in relation to what used to be termed extenuating circumstances and extensions. The term extenuating

circumstances has been changed to mitigating circumstances. All requests will now be facilitated through your Year Tutor/Coach support networks. Information about the process can be found at: https://www.uclan.ac.uk/students/support/extenuating_circumstances.php

5. Exceptional Arrangements – Covid 19

As part of our plans to ensure that your University experience is as safe as possible, we have had to make necessary adjustments to the way that you are taught and assessed as well as how you attend campus and interact with your fellow students and those who are teaching and supporting you. The extent of these changes will differ as a result of a number of factors. Specific details of how these changes affect your individual programme of study will have been, and will continue to be communicated to you, and you should direct any queries to your Course Leader in the first instance. We should like to reassure you that changes to the teaching and assessment strategies have been implemented following discussions with and approval by your external examiner/s, and in consideration of the best practices available and any applicable Professional/Statutory Body guidance.

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