



## **BA (Hons) Film and Photography with Combined Studies**

### **Programme Specification**

**2024-2025**

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## INTRODUCTION

This document describes the **BA (Hons) Film and Photography with Combined Studies** awarded by Richmond American University London, using the protocols required by *The Framework for Higher Education Qualifications in England, Wales, and Northern Ireland* (QAA, 2008).

The degree is delivered within the framework of a US Liberal Arts undergraduate degree programme. Typically, students take the programme over 3.5 to 4 years (approximately 10 courses per year, with summer courses allowing for accelerated progress in some cases). Each undergraduate credit is equivalent, approximately, to 1 classroom contact hour per 15-week semester. On this basis, students are required to earn a total of a minimum 120 US academic credit hours in order to complete their degrees. Of the courses in the programme, half are at the “lower-division” taken in the first two years of study and coded 3000-4999, and half are at the “upper division”, taken in years three and four, and coded 5000-6999.

The degrees are also articulated in terms of UK Regulatory Frameworks, chiefly the *FHEQ* and the *Higher Education Credit Framework for England*. Each course has been assigned to an appropriate level on the *FHEQ*, based on the course’s learning outcomes and assessment strategies (note that the courses comprising the first year of the 4-year US undergraduate degree are normally at QCF Level 3). US undergraduate credit can generally be translated to ECTS and UK CATS credits in the following manner: 1 US credit = 2 ECTS credits = 4 UK CATS credits. So, a US degree of 120 credits would translate as 240 ECTS credits and 480 UK CATS credits (with a minimum of 360 UK CATS credits at Levels 4-6 on the *FHEQ*).

**Please note: This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided.**

**More detailed information on the learning outcomes, content, and teaching, learning and assessment methods of each course can be found in course specification documents and syllabi.**

**The accuracy of the information contained in this document is reviewed by the University and may be verified by the Quality Assurance Agency for Higher Education.**

## OVERVIEW

<b>Programme/award title(s)</b>	BA (Hons) Film and Photography with Combined Studies
<b>Teaching Institution</b>	Richmond American University in London
<b>Awarding Institution</b>	Richmond American University in London
<b>Date of last validation</b>	7 March 2022
<b>Next revalidation</b>	Spring 2027
<b>Credit points for the award</b>	120 US Credits 480 UK Credits at <i>FHEQ</i> Levels 3-6 (120 at Level 3; 120 at Level 4; 120 at Level 5; 120 at Level 6)
<b>UCAS Code</b>	University Code: R20 Film and Photography: P400 (4 year programme) Film and Photography: RU100 (3 year programme)
<b>Programme start date</b>	Fall 2022
<b>Underpinning QAA subject benchmark(s)</b>	Art and Design (2020) Communication, Media, Film and Cultural Studies (2019)
<b>Professional/statutory recognition</b>	N/A
<b>Language of Study</b>	English
<b>Duration of the programme for each mode of study (P/T, FT,DL)</b>	FT
<b>Dual accreditation (if applicable)</b>	Middle States Commission on Higher Education (First accredited 1981; renewed 1996, 2006, 2016.) QAA – Higher Education Review (AP) 2017
<b>Date of production/revision of this specification</b>	May 2023 (see chart at the end of this document for list of revisions)

### 3. ABOUT THE PROGRAMME

#### 4. MISSION

The **BA (Hons) Film and Photography with Combined Studies** degree aims to graduate students with appropriate knowledge and understanding, development of the necessary personal attributes, and application of the skills which equip and prepare students for continuing personal development and professional practice in the filmmaking and photography industry. In conjunction with conceptual knowledge and understanding, students acquire relevant technical knowledge and practical skills in filmmaking and photography in order to pursue careers in the creative and cultural industries. The programme is highly practical, balancing around 70%/30% practice/theory, allowing students the freedom to develop their own ideas, approach and language of film and video. The programme is supported by a successful internship programme that offers placements in a number of exciting studios and production companies around the city. The distinctive focus on professional practice is also supported by London's thriving film industry and a uniquely flexible US-styled programme granting access to a range of subject specialists through electives. The Major aims to be rewarding for its own sake, to prepare students for postgraduate study, and especially by way of the emphasis on practice and the internship programme, to enable students to work in filmmaking and photography.

#### 5. PROGRAMME STRUCTURE

##### **BA (Hons) Film and Photography with Combined Studies** degree

A normal course load per academic year is 30 US credits, equivalent to 120 UK credits. Students complete 120 UK credits at Level 6 in the major.

Please note that students must complete all Liberal Arts requirements and a minimum of 120 credits at each FHEQ level. The Liberal Arts programme offers more choice amongst levels, so students and advisors must ensure that both Liberal Arts requirements and overall level requirements are satisfied.

Black = Major requirements

Blue = General Education Liberal Arts Core requirements

Green = Electives/Gen Ed Electives

Table 1: Lower-Division / Levels 3 and 4 Degree Requirements

LOWER-DIVISION REQUIREMENTS			
RQF Level 3		US CREDITS	UK CREDITS
Minimum Required courses			
ADM 3160	Foundations in Photography	3	12
COM 3100	Foundations of Mass Media & Communications	3	12
COM 3101	Foundations of Media Production: Sonic Media	3	12

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<b>GEP 3105</b>	Tools for Change	3	12
<b>GEP 3180</b>	Research and Writing I	3	12
<b>Plus one of the following:</b>		<b>3</b>	<b>12</b>
<b>GEP 3150</b>	Visual Thinking		
<b>GEP 3170</b>	Narratives of Change		
<b>Plus one of the following:</b>		<b>3</b>	<b>12</b>
<b>ENV 3XXX</b>	Any RQF Level 3 ENV course		
<b>XXX 3XXX</b>	RQF Level 3 Elective (only if satisfying ENV requirement at FHEQ Level 4)		
<b>Plus:</b>			
<b>XXX 3XXX</b>	RQF Level 3 Elective	3	12
<b>XXX 3XXX</b>	RQF Level 3 Elective	3	12
<b>XXX 3XXX</b>	RQF Level 3 Elective	3	12
<b>QCF Level 3 CREDIT TOTALS</b>		<b>30</b>	<b>120</b>

<b>FHEQ Level 4</b>		<b>US CREDITS</b>	<b>UK CREDITS</b>
<b>Minimum Required courses</b>			
<b>AVC 4205</b>	Introduction to Visual Culture	3	12
<b>AVC 4210</b>	History of Photography	3	12
<b>COM 4115</b>	Digital Society	3	12
<b>FLM 4200</b>	Introduction to Film Studies	3	12
<b>FLM 4210</b>	Introduction to Filmmaking	3	12
<b>GEP 4180</b>	Research and Writing II	3	12
<b>GEP 4105</b>	Social Change in Practice	3	12
<b>DGT 4120</b>	Data Analysis for Social Engagement	3	12
<b>Plus one of the following:</b>		<b>3</b>	<b>12</b>
<b>ENV 4XXX</b>	Any FHEQ Level 4 ENV course		
<b>XXX 4XXX</b>	FHEQ Level 4 Elective (only if satisfying ENV requirement at RQF Level 3)		
<b>Plus:</b>			
<b>XXX 4XXX</b>	FHEQ Level 4 Elective	3	12
<b>FHEQ Level 4 CREDIT TOTALS</b>		<b>30</b>	<b>120</b>

**Table 2: Upper-Division / Levels 5 and 6 Requirements**

<b>UPPER-DIVISION REQUIREMENTS</b>			
<b>FHEQ Level 5</b>		<b>US CREDITS</b>	<b>UK CREDITS</b>
<b>Minimum Required courses</b>			
<b>ADM 5200</b>	Video Production	3	12
<b>ADM 5405</b>	Photography: Theory & Practice	3	12

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<b>AVC 5215</b>	<b>Art History: Theory &amp; Methods</b>	<b>3</b>	<b>12</b>
<b>COM 5230</b>	<b>Creating Digital Images</b>	<b>3</b>	<b>12</b>
<b>FLM 5200</b>	<b>Mainstream Cinema: Studies in Genre</b>	<b>3</b>	<b>12</b>
<b>Plus one of the following:</b>		<b>3</b>	<b>12</b>
<b>AVC 5200</b>	<b>Museums &amp; Galleries of London</b>		
<b>COM 5200</b>	<b>Mass Communications and Society</b>		
<b>FLM 5410</b>	<b>Gender in Film</b>		
<b>FLM 5415</b>	<b>Superhero Cinema</b>		
<b>FLM 5420</b>	<b>Post-Apocalyptic Worlds</b>		
<b>PSY 5415</b>	<b>Psychology and Cinema</b>		
<b>Plus one of the following:</b>		<b>3</b>	<b>12</b>
<b>GEP 5101</b>	<b>Service Learning: Digital Collaboration</b>		
<b>GEP 5102</b>	<b>Service Learning: Leadership in a Changing World</b>		
<b>GEP 5103</b>	<b>Service Learning: Environment and Society</b>		
<b>GEP 5104</b>	<b>Service Learning: Global Citizenship and Migration</b>		
<b>Plus:</b>			
<b>XXX 5XXX</b>	<b>FHEQ Level 5 Elective</b>	<b>3</b>	<b>12</b>
<b>XXX 5XXX</b>	<b>FHEQ Level 5 Elective</b>	<b>3</b>	<b>12</b>
<b>XXX 5XXX</b>	<b>FHEQ Level 5 Elective</b>	<b>3</b>	<b>12</b>
<b>FHEQ Level 5 Credit Totals</b>		<b>30</b>	<b>120</b>

<b>FHEQ Level 6</b>		<b>US CREDITS</b>	<b>UK CREDITS</b>
<b>Required courses</b>			
<b>FLM 6104</b>	<b>From Script to Screen</b>	<b>4</b>	<b>16</b>
<b>FLM 6101</b>	<b>Advanced Digital Video</b>	<b>4</b>	<b>16</b>
<b>FLM 6102</b>	<b>Documentary Theory and Production</b>	<b>4</b>	<b>16</b>
<b>PHT 6101</b>	<b>Studio Photography</b>	<b>4</b>	<b>16</b>
<b>PHT 6296</b>	<b>Senior Project in Film or Photography I</b>	<b>3</b>	<b>12</b>
<b>PHT 6297</b>	<b>Senior Project in Film or Photography II</b>	<b>3</b>	<b>12</b>
<b>Plus one of the following:</b>		<b>4</b>	<b>16</b>
<b>ADM 6101</b>	<b>Photojournalism</b>		
<b>ADM 6102</b>	<b>Web Design</b>		
<b>AVC 6101</b>	<b>Working in the Art World</b>		
<b>COM 6101</b>	<b>New Media</b>		
<b>FLM 6103</b>	<b>International Cinema</b>		
<b>PHT 6902</b>	<b>Internship in Film and Photography</b>		
<b>PHT 6901</b>	<b>World Internship in Film and Photography</b>		
<b>Plus:</b>			
<b>XXX 6XXX</b>	<b>FHEQ Level 6 Elective</b>	<b>4</b>	<b>16</b>

Programme specification and curriculum map – BA (Hons) Film and Photography with Combined Studies

## 6. PROGRAMME OUTCOMES

Programme-level learning outcomes are identified below. Please refer to the Curriculum Map at the end of this document for details of how outcomes are deployed across the study programme.

### KEY PROGRAMME OUTCOMES

Upon completing the **BA (Hons) Film and Photography with Combined Studies** students should have:

- A. An understanding of the international history and theory of filmmaking and photography.
- B. A knowledge of and practical ability in the materials, media, techniques, methods, technologies and tools of filmmaking and photography
- C. A broad responsibility for the content and direction of their creative work and acts with autonomy under minimal direction or supervision in the context of filmmaking and photography practice.
- D. The ability to apply, consolidate and extend learning in different contexts and situations, both within and beyond the field of filmmaking and photography.

### Knowledge and Understanding (A)

#### LEVEL 3

3A(i) Demonstrates an understanding of the international history and theory of filmmaking and photography.

#### LEVEL 4

4A(i) Demonstrates a broad understanding of the international history and theory of filmmaking and photography.

4A(ii) Demonstrates a broad knowledge of key periods, practitioners and works in the international history and theory of filmmaking and photography.

#### LEVEL 5

5A(i) Demonstrates a detailed understanding of the international history and theory of filmmaking and photography

5A(ii) Demonstrates a detailed understanding of key periods, practitioners and works in the international history and theory of filmmaking and photography



5A(iii) Demonstrates a detailed understanding of the ways in which the international history and theory of filmmaking and photography are framed by specific cultural, social and political contexts.

#### LEVEL 6

6A(i) Demonstrates a systematic understanding of the international history and theory of filmmaking and photography

6A(ii) Demonstrates a systematic understanding of key periods, practitioners and works in the international history and theory of filmmaking and photography

6A(iii) Demonstrates a systematic understanding of the ways in which the international history and theory of filmmaking and photography are framed by specific cultural, social and political contexts

6A(iv) Demonstrates a systematic understanding of the ways in which the filmmaking and photography industry are subject to sound and ethical working practices, and professional/legal responsibilities, including intellectual property rights

### Cognitive Skills (B)

#### LEVEL 3

3B(i) Demonstrates a knowledge of and practical ability in the materials, media, techniques, methods, technologies and tools associated with filmmaking and photography.

#### LEVEL 4

4B(i) Demonstrates a broad knowledge of the materials, media, techniques, methods, technologies and tools associated with filmmaking and photography

4B(ii) Demonstrates a broad practical ability in the materials, media, techniques, methods, technologies and tools associated with filmmaking and photography.

#### LEVEL 5

5B(i) Demonstrates a detailed knowledge of the materials, media, techniques, methods, technologies and tools associated with filmmaking and photography

5B(ii) Demonstrates a detailed practical ability in the materials, media, techniques, methods, technologies and tools associated with filmmaking and photography

5B(iii) Demonstrates a detailed understanding of and practical ability in the application of filmmaking and photography to careers in the filmmaking and photography industry.

#### LEVEL 6

6B(i) Demonstrates a systematic knowledge of the materials, media, techniques, methods, technologies and tools associated with filmmaking and photography

6B(ii) Demonstrates a systematic practical ability in the materials, media, techniques, methods, technologies and tools associated with filmmaking and photography

6B(iii) Demonstrates a systematic practical understanding of the ways in which the materials, media, techniques, methods, technologies and tools associated with filmmaking and photography are subject to sound and ethical working practices, and professional/legal responsibilities, including intellectual property rights

## **Practical and/or professional skills (C)**

### **LEVEL 3**

3C(i) Demonstrates the ability to deliver creative work in the field of filmmaking and photography with limited supervision to a given brief.

### **LEVEL 4**

4C(i) Demonstrates a broad responsibility for the content and direction of their creative work

4C(ii) Demonstrates a broadly autonomous ability while working under minimal direction or supervision in the context of filmmaking and photography practice.

### **LEVEL 5**

5C(i) Demonstrates a detailed autonomous responsibility for the content and direction of their creative work

5C(ii) Demonstrates a detailed ability to work autonomously with minimal direction or supervision in the context of filmmaking and photography practice

5C(iii) Demonstrates a detailed ability to practice filmmaking and photography within the bounds of sound and ethical working practices, and professional/legal responsibilities, including intellectual property rights

### **LEVEL 6**

6C(i) Demonstrates a systematically professional responsibility for the content and direction of their creative work

6C(ii) Demonstrates a systematically professional ability to work autonomously on an independent project with minimal supervision

6C(iii) Demonstrates a systematically professional ability to practice filmmaking and photography within the bounds of sound and ethical working practices, and professional/legal responsibilities, including intellectual property rights

## **Key Skills (D)**

### **LEVEL 3**

3D(i) Demonstrates the ability to apply, consolidate and extend learning in different contexts and situations, both within and beyond the field of filmmaking and photography.

### **LEVEL 4**

4D(i) Demonstrates a broad ability to apply, consolidate and extend learning in different contexts and situations within the field of filmmaking and photography.

4D(ii) Demonstrates a broad ability to apply, consolidate and extend learning in different contexts and situations beyond the field of filmmaking and photography.

### **LEVEL 5**

5D(i) Demonstrates a detailed ability to apply, consolidate and extend learning in different contexts and situations within the field of filmmaking and photography.

5D(ii) Demonstrates a detailed ability to apply, consolidate and extend learning in different contexts and situations beyond the field of filmmaking and photography.

5D(iii) Demonstrates a detailed ability to practice filmmaking and photography within the bounds of sound and ethical working practices, and professional/legal responsibilities, including intellectual property rights

#### LEVEL 6

6D(i) Demonstrates a systematic ability to apply, consolidate and extend learning in different contexts and situations within the field of filmmaking and photography.

6D(ii) Demonstrates a systematic ability to practice filmmaking and photography within the bounds of sound and ethical working practices

6D(iii) Demonstrates a systematic ability to practice filmmaking and photography with professional/legal responsibility, including intellectual property rights

## 7. TEACHING, LEARNING, AND ASSESSMENT

### Teaching Strategy

The teaching and learning strategy adopted within the **BA (Hons) Film and Photography with Combined Studies** degree is based on the understanding that all students will be treated as active learners. Clearly, the precise approach will vary from course to course, depending on the learning outcomes relevant to each class.

The generic components of our teaching and learning strategy normally involves a variety of approaches and include delivering many of the following:

- Regular use of formal lecture sessions in all courses.
- Occasional workshops and seminars in some courses.
- Regular use of individual and/or team-based projects in all courses.
- Regular use of self-directed and directed reading in all courses.
- Peer-tutoring led by advanced students in many courses.
- Use of audio-visual and library resources in some courses.
- Regular use of tutor- and student-led discussion groups via e-learning platforms such as PowerCAMPUS (or Blackboard) in many courses.

The combination of teaching and learning approaches mentioned above develops our students' knowledge, thinking skills and practical skills.

Their knowledge is acquired through

- Structured lectures and supporting materials
- Directed reading and use of internet materials
- Independent research

Their cognitive skills are developed through

- Conducting research
- Making presentations and preparing other assessments
- Helping others to learn

Their practical skills are gained through

- Application of theory to practices encountered during internships

- Using information technology to retrieve and manipulate data
- Negotiating by means of team-based projects

Their key skills are gained through

- Employing and using appropriate linguistic skills
- Independent learning

### Assessment Strategy

The assessment strategies we use with our BA (Hons) Film and Photography with Combined Studies degree speak directly to how we anticipate progression with student learning to take place.

In terms of following up with the assessment of student learning and consistent with US liberal arts traditions, our classes rely on the system of continuous assessment on a course-by-course basis and throughout any given semester. This approach often involves the use of term-papers, portfolios of work, quizzes, mid-semester and final exams as well as student presentations and general class discussion. Not every component applies to every course, but most do relate to many of the classes that are offered. Many of our courses involve a site visit or require attendance at a public lecture as well. Students generally find these events to be extremely valuable to their learning.

Most of the courses will follow the University Assessment Norms, however some may follow specialised norms, as listed in each CSD. See the Assessment Norm Policy for full details: <https://www.richmond.ac.uk/university-policies/>

Each senior will end their programme with a dissertation which will normally have 8,000-10,000 words.

## 8. ENTRY REQUIREMENTS

### Admissions

Details of the entry requirements, including English language requirements, may be found at the appropriate page of the University website listed below, where a comprehensive Admissions Policy and Summary of Practice document is also published.

<https://www.richmond.ac.uk/undergraduate-admissions/>

### Transfer Credit

Prospective students with specific levels of subject achievement in Advanced Placement Tests, GCE, A Levels and some other UK and international qualifications may enter with Advanced Credit and be given exemption from certain courses of the programme. Please see the Transfer Credit Policy Undergraduate for details.

## EXIT AWARD REQUIREMENTS

An exit award is defined as a lower award than one for which the student is registered. Such an award may be conferred if a student completes part, but not all, of the requirements of the programme for which he or she is registered. Students may not enter the university registered for an exit award.

### **Associate of Arts Degree in General Studies (US)**

The US Associate of Arts (AA) degree can be awarded as an exit degree for those students completing the following minimum requirements.

30 US / 120 UK credits at RQF Level 3

30 US / 120 UK credits at FHEQ Level 4

Of the total number of credits required for the AA degree, 30 US/120 UK credits must be completed at Richmond. Students must obtain a minimum cumulative GPA of 2.0 and a major of 2.0 in order to qualify for this degree. Latin Honours are not applied to the AA Degree.

The requirements for the AA degree are outlined in Table 1 above. All Level 3 and 4 Major and General Education Liberal Arts Core Requirements must be completed.

### **Certificate of Higher Education in Film and Photography (UK)**

The UK Certificate of Higher Education (CertHE) can be broadly aligned with the US Associate of Arts Degree, but the CertHE does not require the completion of 30 US/120 credits at RQF Level 3. Students who qualify for the AA degree will automatically qualify for the CertHE. But students may qualify for a CertHE without fulfilling the requirements for a US AA degree if they have not completed all of the RQF Level 3 requirements necessary to obtain the AA.

The UK CertHE can be awarded as an exit award for those students completing the following minimum requirements.

120 credits at FHEQ Level 4

- Pass (normally a GPA of between 1.85 and 2.99 for all Level 4 courses)
- Merit (normally a GPA of 3.0 to 3.54)
- Distinction (normally a GPA of 3.55 and above for all level 4 courses)

Of the total number of credits required for the UK CertHE, 15 US/60 UK credits must be completed at Richmond.

The requirements for the UK CertHE are outlined in the section of Table 1 pertaining to FHEQ Level 4 requirements. All Level 4 Major and General Education Liberal Arts Core Requirements must be completed.

### **Diploma of Higher Education in Film and Photography (UK)**

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The UK Diploma of Higher Education (DipHE) has no US equivalent. The UK DipHE can be awarded as an exit award for those students completing the following minimum requirements.

120 credits at FHEQ Level 4

120 credits at FHEQ Level 5

- Pass (normally a GPA of between 1.85 and 2.99 for all Level 4 courses)
- Merit (normally a GPA of 3.0 to 3.54)
- Distinction (normally a GPA of 3.55 and above for all level 4 courses)

Of the total number of credits required for the UK DipHE, 15 US/60 UK Level 4 credits and 15 US/60 UK Level 5 credits must be completed at the University.

The requirements for the UK DipHE are outlined in the sections of Table 1 and Table 2 above pertaining to FHEQ Level 4 and FHEQ Level 5 requirements. All Level 4 Major and General Education Liberal Arts Core Requirements must be completed. Level 6 courses can be “dipped-down” to fulfil missing Level 5 credits.

Students may not be awarded more than one UK exit award and the University Examination Board will recommend the most relevant one for the individual student circumstance.

## 10. STUDENT SUPPORT AND GUIDANCE

There is a range of student support and guidance, for both academic and general wellbeing, available to students. This is accomplished through a range of programmes and services which positively impact learning as well as the total student life experience.

All students have an allocated full-time faculty member who acts as their academic adviser. Academic Advisers have on-going responsibility for students’ academic progress, meeting with each advisee at least once per semester. Advisers assist students with registration, enabling smooth progression through the degree. They also advise on postgraduate and career opportunities, and also provide pastoral support in many cases.

A range of Maths, English, Technology and Writing workshops have been established to support students with particular needs in these areas. Librarians are on hand to assist with library use, which includes instruction in web-based resources.

The University endeavours to make all practical and reasonable adjustments to ensure students are able to fully participate in the University community. Students who declare a physical disability or a special educational need are supported to ensure the quality of their educational experience meets their individual requirements. SEN students, for instance, receive extra time in examinations, and have the option of writing exams on university-provided computers, and/or of taking exams in a separate room.

The University operates a well-staffed Student Affairs department that provides services intended to support and encourage student welfare, safety and development. This department oversees medical registration of students and provides counseling services. It also organizes a range of extracurricular activities and travel designed to further enhance students' educational experiences. Disciplinary and social grievance procedures are also overseen by this department.

## PLACEMENT

The Internship Office the University offers a formal mechanism through which students may receive work-placement opportunities. These placements are supervised, career-related work experiences combined with reflective, academic study that help students apply theoretical knowledge in the workplace. Participation in the internship programme is optional, but students who choose to take up a placement receive academic credit for their placement and associated academic work (see level 6 options).

Expectations with regard to careers education, information, advice and guidance (as outlined in the section on Enabling Student Achievement in *The UK Quality Code for Higher Education*) are handled by the university's Student Affairs department. This department conducts a variety of career services for students, ranging from resource provision to a CV service, and in particular through the LEAD (Leadership, Education and Development) seminar series.

In addition to these services, the alumni office offers networking opportunities where students may contact alumni working in a variety of fields. The alumni office also offers these services via social media such as LinkedIn and Facebook.

## STUDY ABROAD

### Study Abroad options

Richmond students have the option to take a leave of absence and travel away from the university as a 'study abroad'. With 40 partnerships spread over five continents, students are able to select from a wide range of partners. All courses taken elsewhere must be pre-approved by Registry Services.

## REGULATORY FRAMEWORK

The **BA (Hons) Film and Photography with Combined Studies** degree is operated under the policy and regulatory frameworks of Richmond American University in London, the Middle States Commission on Higher Education, the Framework of Higher Education Qualifications, and the UK Quality Code for Higher Education.

Also key to the background for this description are the following documents:

- QAA (2018). The Revised UK Quality Code for Higher Education. ([www.qaa.ac.uk](http://www.qaa.ac.uk))
- QAA (2008). Higher Education Credit Framework for England: guidance on academic credit arrangements in Higher Education in England.

- SEEC (2016). Credit Level Descriptors for Higher Education. Southern England Consortium for Credit Accumulation and Transfer ([www.seec.org.uk](http://www.seec.org.uk)).
- Middle States Commission on Higher Education. Standards for Accreditation and Requirements of Affiliation. 2014: Thirteenth Edition; Rev. Ed. 2015. (<http://www.msche.org/publications/RevisedStandardsFINAL.pdf>)

## Ensuring and Enhancing the Quality of the Programme

The **BA (Hons) Film and Photography with Combined Studies** features detailed published educational objectives that are consistent with the mission of the institution. All course outlines contain course specific objectives that are regularly monitored by the individual instructors and by the faculty as a group.

The University has several methods for evaluating and improving the quality and standards of its provision. These include:

- External Examiners
- Internal Moderation
- Student representation
- Curricular change approval process
- Annual Programme Monitoring and Assessment
- Formal Programme Review, every 5 years
- Course evaluation
- Student satisfaction surveys and the NSS
- Feedback from employers

**BA (Hons) Film and Photography with Combined Studies** is provided through a system of ongoing evaluations that demonstrate achievement of the programme's objectives, and uses the results to improve the effectiveness of the programme. Ongoing evaluation is carried out for both US (the Middle States Commission on Higher Education) and UK (QAA) reviews. The University is a voluntary subscriber member of the QAA, and underwent its first full Institutional Review in May 2013 and a Higher Education Review (AP) in 2017.

## LIBRARY RESOURCES

### Books

Faculty and Students are encouraged to help in the purchase of library resources and submit requests for new purchases relating to and supporting their subject areas and research. Details of selected new acquisitions are publicized on the library subject pages and online catalogue.

The library also purchases academic ebooks to support students required reading, as well as cataloguing open access resources. These books are made available through the library catalogue.



Every year, the library collection is reviewed and non-relevant or out of date stock is withdrawn. Analysis of loans compared to purchases and new publications within core subject areas are used to drive additional purchases to make sure that the collection remains relevant and current.

## **Journals**

At present the Library subscribes directly to approximately 30 periodical titles. Where electronic access is provided with a subscription this has been made available through the library's online Publications Finder.

In consultation with faculty the Library regularly reviews its periodical subscriptions, ensuring relevant coverage is provided as the curriculum changes.

## **Online journal databases**

Full text e-journal services include access to Ebsco's: Academic Search Premier, Art Full Text, Business Source Premier, Communication and Mass Media Complete, Education Full Text, International Bibliography of Theatre & Dance, International Security & Counter Terrorism Reference Center, SPORTDiscus and PsycArticles; WARC and JSTOR. These provide access to around 42,000 titles, as well as business and market data and case studies.

In addition, students are directed to a multitude of other online databases which they can search for citations including Google scholar and subject specific internet gateways.

In all cases where the full text is neither in the library's subscription resources nor available online the Library provides free inter-library loans to students and faculty using the services of the British Library (BL On Demand).

Access to the e-journal databases can be found on the Library portal.

## **Other online resources**

Other online resources include the Proquest: Global Newsstream. This is used to access 4,000 titles, mainly national and international newspapers but also to related newswires and monitoring services. We also have a subscription to FT Education which provides on-line and mobile access to the newspaper archive as well as a wide range of digital and multi-media features, in-depth reports on a wide range of business and political topics and a digital learning tool that allows students and faculty to annotate and share articles. Additionally, the Statista platform provides easy access to over 1,900,000 statistics on a wide range of business & social topics from over 22,500 sources as well as industry reports, research dossiers and market outlooks. A subscription to Mintel Academic provides access to market research data and expertise across the retail, media and financial services sectors in the UK as well as global trends and consumer behaviour analysis.

There are pages of subject related resources on the library's portal which aim to guide students to quality internet material as well as the most relevant subscription resources.

### **Scanning/Digitising**

Under CLA licence the library provides online access to scanned materials from the library print collection to faculty. These can then be accessed by students on a particular course of study through the member of faculty's Blackboard pages.

### **Library Instruction**

Students are encouraged to complete a library induction session online and visit the library during Orientation. Under the Liberal Arts Core, professional librarians teach information literacy and research skills to students as an integral part of GEP 3105 Tools for Change, GEP 4105 Social Change in Practice, GEP 3180 Research & Writing I and GEP 4180 Research & Writing II courses. In addition, further sessions on subject specific resources, tailored to individual assignments as required, are offered on Upper Division courses. Students can also receive individual, tailored help with resources, research skills and referencing on a one-to-one basis either in person or online throughout their studies.

## APPENDIX 1 Curriculum Map

LEVEL 3	ADM 3160 Foundations in Photography	COM 3100 Foundations of Mass Media & Communications	COM 3101 Foundations of Media Production: Sonic Media
A3(i)		X	
B3(i)	X	X	X
C3(i)	X	X	X
D3(i)	X	X	

LEVEL 4	AVC 4205 Intro to Visual Culture	AVC 4210 History of Photography	COM 4115 Digital Society	FLM 4200 Introduction to Film Studies	FLM 4210 Introduction to Filmmaking	DGT 4120 Data Analysis for Social Change
A4(i)		X				
A4(ii)		X	X			
A4(iii)	X	X		X	X	
B4(i)	X	X		X		X
B4(ii)	X	X		X		
B4(iii)	X	X	X	X	X	
C4(i)	X	X	X	X	X	
C4(ii)						X
C4(iii)	X		X	X		
D4(i)	X		X	X	X	
D4 (ii)						X

Level 5	ADM 5200 Video Production	ADM 5405 Photography: Theory & Practice	AVC 5215 Art History: Theory & Methods	COM 5230 Creating Digital Images	FLM 5200 Mainstream Cinema		AVC 5200 Museums and Galleries of London	COM 5200 Mass Communication and Society	FLM 5410 Gender in Film	FLM 5415 Superhero Cinema	FLM 5420 Post Apocalyptic Worlds	PSY 5415 Psychology & Cinema
A5(i)	X	X	X	X					X			X
A5(ii)							X	X	X			
A5(iii)			X	X	X			X		X	X	X
A5(iv)												
A5(v)												
A5(vi)												
B5(i)	X	X		X								
B5(ii)							X	X	X		X	
B5(iii)		X	X		X				X	X	X	
B5 (iv)												
C5(i)	X	X	X		X		X	X		X	X	
C5(ii)	X		X								X	X
C5(iii)			X	X			X	X	X		X	X
D5(i)			X	X			X		X		X	
D5(ii)	X	X	X		X		X			X		X
D5(iii)			X	X			X	X				X

Level 6	FLM 6104 Script to Screen	FLM 6101 Advanced Digital Video	FLM 6102 Documentary Theory & Production	PHT 6101 Studio Photography	PHT 6296 Senior Project 1	PHT 6297 Senior Project 2		ADM 6101 Photojournalism	ADM 6102 Web Design	AVC 6101 WITAW	COM 6101 New Media	FLM 6103 Int Cinema	PHT 6902 Internship	PHT 6901 World Internship
A6(i)	X		X					X	X	X	X	X		
A6(ii)								X	X		X			
A6(iii)	X	X						X	X		X	X		
A6(iv)								X	X				X	X
B6(i)	X	X	X	X	X	X		X	X					
B6(ii)	X			X	X	X		X	X	X				
B6(iii)		X		X	X	X		X	X		X	X	X	X
B6(iv)								X	X				X	X
B6 (v)													X	X
C6(i)	X		X	X	X	X				X		X	X	X
C6(ii)	X	X		X	X	X		X	X	X			X	X
C6(iii)				X	X	X		X	X	X		X	X	X
C6(iv)								X	X	X	X		X	X
D6(i)	X	X		X				X	X	X			X	X
D6(ii)		X	X		X	X		X	X	X	X			
D6(iii)	X	X		X	X	X		X	X	X	X			
D6(iv)								X	X				X	

Faculty may access the KILO map: [KILO KPO Tables](#)

### Programme Specification Publication Dates

<b>First Edition</b>	January 2018
<b>Revision 1</b>	December 2019
<b>Revision 2</b>	June 2019
<b>Revision 3</b>	May 2020
<b>Revision 4</b>	May 2021
<b>Revision 5</b>	December 2021
<b>Revision 6</b>	July 2022
<b>Revision 7</b>	May/June 2023
<b>Revision 8</b>	March 2024