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**Higher Education Degree Accreditation**

**Expression of Interest – Undergraduate Degree Programmes and Named Pathways**

Please use this form to submit an initial application for accreditation of an undergraduate degree programme or named pathway.

CIEEM will use this information to check the eligibility of the degree programme for accreditation against the published criteria. A response will be sent within 4 weeks. Programme leaders of suitable programmes will then be invited to submit a separate, full application for accreditation.

**Name of HEI:**

**Department:**

**Title of Degree Programme / Degree Pathway:**

for which accreditation is sought

**Programme Leader / Lead Contact:**

**Email and Tel no. of Lead Contact:**

**Signature / E-signature:**  **Date:**

The current administrative cost of submitting an expression of interest is £250 +VAT\*. Please send a cheque made payable to the ‘Chartered Institute of Ecology and Environmental Management’ or an official purchase order.

Please complete Sections 1, 2 and 3 overleaf. Please note that in Section 3 CIEEM will only be looking at the coverage of the mandatory competencies – we do not require additional information at this stage.

Please send the completed form by email to accreditation@cieem.net and include your payment (by email or a cheque by post).

If you have any queries or need further information, please contact:

HEI Degree Accreditation

Chartered Institute of Ecology and Environmental Management

43 Southgate Street, Winchester, Hampshire SO23 9EH

E: accreditation@cieem.net T: 01962 868626

\* Fees as at July 2021 please check CIEEMs Website for current fees

**Section 1: Please briefly describe (max 500 words) why the degree programme should be accredited by CIEEM.** For example:

* The key reasons why the programme/pathway is suitable for accreditation
* How the programme/pathway will benefit from accreditation
* How the students will benefit from accreditation

**Section 2: Please list the principal academic delivery team for the Degree Programme/Pathway, together with their qualifications and professional membership status. NOTE a** least one member of your academic delivery team should be a full member or fellow of CIEEM. Please refer to the membership criteria on the CIEEM website [www.cieem.net/members](http://www.cieem.net/members) for further information.

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| --- | --- | --- | --- |
| **Name of academic staff member**  | **Role in delivery of degree programme** | **Qualifications** | **Professional memberships**  |
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**Section 3: Please map the Degree Programme or Named Pathway content to the mandatory competencies in the Table below**.

Please note that the degree programme **must** cover all 18 mandatory competencies , although how this content is covered will vary from one degree programme to the next.

For undergraduate degree programmes where some of the 18 mandatory competencies are only covered by optional modules, it may only be possible to accredit a specific compulsory named pathway/route through the degree, not the entire degree programme.

Please also note that the programme **must** deliver a minimum of 30 days of relevant practical field-based and lab-based skills. Please confirm that this is provided: **YES / NO**

**Table 1: How the Degree Programme / Degree Pathway meets the required graduate competencies** (see note below)

|  |  |  |
| --- | --- | --- |
| **Mandatory Competencies** | **Covered in Degree YES/NO** | **Module(s) where students acquire competency**(i.e. knowledge, skills and understanding of this subject) |
| Surveying (S) | S1: Habitat/species survey design, planning and fieldwork  |  |  |
| S2: Species identification, handling and evaluation |  |  |
| S3: Habitat identification and evaluation  |  |  |
| S4: Physical environment survey  |  |  |
| Environmental Management (M) | M2: Design and preparation of habitat / species management enhancement plans or projects  |  |  |
| M6: Risk management during project implementation  |  |  |
| Environmental Assessment (A) | A3: Environmental Impact Assessment (EIA)  |  |  |
| A4: Ecological assessment including Preliminary Ecological Appraisal and Ecological Impact Assessment |  |  |
| Scientific Method (SM)  | SM1: Scientific method design and implementation  |  |  |
| SM2: Analysis of data  |  |  |
| SM3: Interpretation and evidence-based reporting  |  |  |
| Education and Knowledge Exchange (E) | E4: Publicly sharing research findings |  |  |
| Professional Conduct (PC) | PC1: Professional conduct  |  |  |
| Communication (C) | C1: Effective communication  |  |  |
| Project management (PRM) | PRM1: Managing and evaluating projects  |  |  |
| Information Management (IM) | IM1: Data & document management |  |  |
| IM2: Information technology |  |  |

**Note:** Degree Programmes/Named Pathways should meet ALL 18 Competencies at BASIC Level

 (see Appendix for description of Basic/Graduate level competency\*)

**NB: Please supply module summaries of all the modules covering the mandatory competencies as shown above**.

For more information about specific competencies see the BSc Accreditation Handbook or Full Accreditation Form Table 2.

**Table 2: Relevant Practical Work and Fieldwork**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Practical Competencies which students gain from the programme:** | **Covered in Degree****YES/NO** | **Module(s) where Skills / Competencies gained**(indicate year, code and module name) | **F = field** **L = lab** | **Hours** |
| S1: Habitat/species survey design, planning and fieldwork |  |  |  |  |
| S2: Species identification, handling & population assessment |  |  |  |  |
| S3: Habitat identification and assessment |  |  |  |  |
| S4: Physical environment survey and assessment. |  |  |  |  |
| M2: Designing & preparing habitat/species management, mitigation, compensation &/or enhancement plans/projects.  |  |  |  |  |
| M6: Risk management during project implementation |  |  |  |  |
| A3: Environmental Impact Assessment (EIA) |  |  |  |  |
| A4: Ecological assessment including Preliminary Ecological Appraisal … and the assessment of existing/potential ecological features  |  |  |  |  |
| SM1: Scientific method design and implementation |  |  |  |  |
| **Fieldwork total** |  |
| **Laboratory work total** |  |
| **Practical work total** |  |
| ***Note: Relevant*** *practical work is work where students are actively engaged in ‘doing’ rather than looking and listening.** ***Included*** *as relevant for the 30 days, 180+ hours (undergraduate): Taught residential and non-residential fieldwork and associated lab work such as lab-based taxonomic and ID skills, data analysis, GIS mapping. Also includes supervised and small group student-led practical work where this relates to the acquisition of skills of direct relevance to the profession (and the Institute’s graduate membership criteria), for example baseline ecological surveys, conservation management plans, ecological impact assessment etc. Practical activities to be used as a basis for accreditation should not include skills demonstrations where students do not get to practise the skill.*
* ***Not eligible*** *(but may contribute to achieving learning outcomes and should be recorded in the description of course content): student-led projects, work placements, site visits.*

*The 30 days of practical work is a minimum and there is an expectation that programmes may need to have more in order to evidence achievement of the learning outcomes.* *The 30 days minimum must include a substantial proportion (at least 60%) of supervised field-based practical work.* |

Note: A full day of practical work or fieldwork is taken to be 6 or more hours.

**Appendix: CIEEM Competency Framework: Description of Basic/Graduate Competence Level**

|  |  |  |
| --- | --- | --- |
| ***Category*** | ***Definition*** | ***Descriptor of what competence at this level looks like****NB: To be competent in an activity at this level you will be able to demonstrate the majority, if not all, of the bullet points.* |
| Level 1 | Basic | Has a basic knowledge with a simple understanding of terminology and concepts. Has some experience of practical application. Would be able to carry out standard tasks under supervision. | * *You recognise the terminology and concepts and broadly understand what this activity is about.*
* *You have a basic understanding of the importance of this activity.*
* *You have some experience of practical application in this activity.*
* *You would not be expected to undertake tasks in relation to this activity unless under supervision.*
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