**UNIVERSITY OF
FORWARD
THINKING
WESTMINSTER⊞**

Part one: Programme Specification

PROGRAMME SPECIFICATION: MSc Transport Planning and Management

Course record information

Name and level of final award:	MSc Transport Planning and Management
	Postgraduate Diploma Transport Planning and Management
	Postgraduate Certificate Transport Planning and Management
	The MSc and PG Diploma Transport Planning and Management are Bologna FQ-EHEA second cycle degree or diploma compatible.
Name and level of intermediate awards:	Postgraduate Diploma Transport Planning and Management
	Postgraduate Certificate Transport Planning and Management
Awarding body/institution:	University of Westminster
Status of awarding body/institution:	Recognised Body
Location of delivery:	Marylebone campus
Language of delivery and assessment:	English
Course/programme leader:	Dr Rachel Aldred
Course URL:	http://www.westminster.ac.uk/courses/subjects/transport-and-logistics/postgraduate-courses/full-time/p09fptpm-msc-transport-planning-and-management
Mode and length of study:	MSc: 12 months full-time/24 or 36 months part-time
	PGDip: 12 months or 24 months part-time
	PGCert: 12 months part-time

University of Westminster course code:	MSc: TPMPTPM
	PGDip: TPMPDIP
	PGCert: TPMPCER
JACS code:	N900
UKPASS code:	n/a
QAA subject benchmarking group:	None established for Transport Masters level
Professional body accreditation:	MSc Only: Chartered Institute of Logistics and Transport (CILT) / Transport Planning Professional (TPP)
Date of course validation/review:	2014
Date of programme specification:	2014

Admissions requirements

Applicants for the course should normally have:

- A good undergraduate Honours degree or its equivalent (Second Class or better)

- Motivation to develop a career in transport

- A good standard of English. Non-native speakers may be required to provide test evidence of proficiency. The required minimum is IELTS 6.5 or its equivalent (although 7.0 is recommended for Masters level)

- Exceptionally, an applicant without these formal qualifications, or with qualifications below the required level but with professional qualifications and substantial relevant transport work experience, may be accepted at the discretion of the Course Leader. In such cases the applicant may be required to submit a report on a selected transport topic before a final decision is made.

In addition part-time applicants should ideally:

- Be currently employed in a relevant transport organisation and

- Have at least one year's previous relevant transport work experience.

Part-time applicants not currently employed in a relevant organisation and/or without one year's relevant work experience may be accepted at the discretion of the Course Leader.

The University operates a system of awarding credits for prior learning, either accredited (APCL) or experiential (APEL). If students think that their prior experiential (for example work experience) or certificated (for example other study they may have undertaken)

learning may qualify them for accreditation and thereby exemption from one or more modules they should contact the Course Leader in the first instance.

In respect of prior certificated learning (APCL) the student will be required to submit specific evidence (such as original transcripts and syllabuses) which will be considered initially by the Course Leader and then by the appropriate Faculty Committee.

The maximum exemptions will be <u>sixty credits</u> towards the MSc Transport degree, <u>sixty credits</u> towards the PG Diploma, and <u>twenty credits</u> towards the PG Certificate.

Aims of the course

The MSc Transport Planning and Management course aims to develop the students' abilities to initiate and undertake qualitative and quantitative analysis and research in the areas of transport policy, planning and operational management. In addition, all three awards seek to enable students to develop a thorough, critical awareness of current transport policies and practices.

The course intake is diverse in terms of background and sector experience. Students without experience in the sector are enabled to equip themselves with knowledge, techniques and methodologies required to take policy decisions or to provide the necessary information/knowledge for others to take such decisions. They benefit from learning from the experiences and knowledge of part-time professional students, who in turn benefit from the opportunity to critically reflect on their own practice, and examine transport, policy and planning issues from a wider perspective than their present employment.

The overall objectives are to provide all students with a stimulating academic environment within which to study transport issues, to ensure students are aware of current transport policy and planning issues and to prepare them for a wide range of potential employment within the transport sector by developing relevant transferable skills.

Employment and further study opportunities

Students following this course develop a critical, in-depth understanding of key transport issues, and alongside this skills that will help them progress careers within the sector. The course team is in regular contact with key employers, many of whom regularly both sponsor current employees and employ our recent graduates. Such employers regularly provide information about vacancies and come into the University to speak about the opportunities that they offer. Some offer to partner with full-time students on key dissertation topics of interest, for example providing data for analysis, which can be an excellent route into the industry.

Many of our graduates have progressed to senior levels in management and policy-making, within transport operators, public bodies, consultancy companies and non-governmental organisations. Some regularly return to the University, to give guest lectures and/or to attend our Alumni events. Students are encouraged to participate in networking opportunities, such as applying for free or reduced price membership of relevant

professional societies, which provide networking opportunities in addition to the wide range of relevant events taking place both at the University and across London.

<u>Professional body accreditation</u>

Successful completion of the MSc Transport Planning and Management course permits exemption from the examination requirements for Membership of the Chartered Institute of Logistics and Transport (MCILT). Course members are also encouraged to join as student members of CILT while taking the course, enabling them to attend relevant professional meetings, receive the journal, etc. Successful completion of the MSc Transport Planning and Management also forms part of the pathway for award of the Transport Planning Professional (TPP) qualification. Course members are also encouraged to join as student members the Chartered Institute of Highways and Transportation (CIHT), which manages the TPP qualification programme, and provides additional resources and networking opportunities.

Learning outcomes

<u>Knowledge and understanding</u> *(noting modules where the Learning Outcome is, or can be, particularly addressed)*

On completing the programme of study, students will be able to demonstrate:

- **All three programmes:** A critical understanding of the organisational, political, technological, financial, legal and commercial factors which influence the roles and relationships between transport organisations in both the public and private sectors of transport. In addition, students will understand the importance of the political dimension in determining transport policy and operational decisions. (4TRN7C4 Transport Economics, 4TRN7A2 Transport Policy and Politics, 4TRN7B1 Public Passenger Transport, 4TRN7A9 Land Use, Planning and Transport, 4TRN7B2 Traffic in Streets, 4TRN7A3 Airline Planning and Management, 4TRN7A1 Airport Planning and Management, 4TRN7B3 Freight Transport and Logistics Services, ATRN7F1 Transport Field Trip)

- **All three programmes:** An in-depth knowledge of the theory and practice relating to transport policy, planning and management strategies in the context of an EU/international market environment. (4TRN7C4 Transport Economics, 4TRN7A2 Transport Policy and Politics, 4TRN7B1 Public Passenger Transport, 4TRN7A9 Land Use, Planning and Transport, 4TRN7B2 Traffic in Streets, 4TRN7A3 Airline Planning and Management, 4TRN7A1 Airport Planning and Management, 4TRN7B3 Freight Transport and Logistics Services, 4TRN7A7 Statistics and Survey Methods in Transport, ATRN7F1 Transport Field Trip)

- **All three programmes:** A critical awareness of the different approaches to organisation, policy, planning and management and the allocation of resources that influence transport policies and strategies. (4TRN7C4 Transport Economics, 4TRN7A2 Transport Policy and Politics, 4TRN7B1 Public Passenger Transport, 4TRN7A9 Land Use, Planning and Transport, 4TRN7B2 Traffic in Streets,

4TRN7A3 Airline Planning and Management, 4TRN7A1 Airport Planning and Management, 4TRN7B3 Freight Transport and Logistics Services, ATRN7F1 Transport Field Trip)

- **MSc Transport Planning and Management Only:** An in-depth understanding of an area of specialised study in transport. (4TRN7A7 Statistics and Survey Methods in Transport, 4TRN7B4 Research Dissertation)

- Specific Skills *(noting modules where the Learning Outcome is, or can be, particularly addressed)*

- **All three programmes:** A spirit of inquiry, a commitment to independent study and the ability to demonstrate effective use of personal, technical and professional skills essential for professional and management practice in a wide range of contexts. (All modules, particularly 4TRN7B4 Research Dissertation)

- **All three programmes:** Enhanced abilities, demonstrable at postgraduate level, to conceptualise problems and solutions, synthesise varied sources of information, select and apply research methodologies, and structure and present a set of arguments in a coherent and logical framework. (4TRN7C4 Transport Economics, 4TRN7A2 Transport Policy and Politics, 4TRN7B1 Public Passenger Transport, 4TRN7A9 Land Use, Planning and Transport, 4TRN7B2 Traffic in Streets, 4TRN7A3 Airline Planning and Management, 4TRN7A1 Airport Planning and Management, 4TRN7B3 Freight Transport and Logistics Services, 4TRN7A7 Statistics and Survey Methods in Transport, 4TRN7B4 Research Dissertation, ATRN7F1 Transport Field Trip)

Key transferable skills *(noting modules where the Learning Outcome is, or can be, particularly addressed)*

All three programmes: In the process of completing a Masters' level qualification, study skills in much greater depth than at undergraduate level are obtained. For the MSc Transport Planning and Management, undertaking a research dissertation (one third of all course credits) provides valuable skills in original work, data analysis, selecting relevant evidence from sources available, and direct fieldwork.

Learning, teaching and assessment methods

Learning and Teaching

The teaching and learning strategy aims to develop students' intellectual powers; their understanding and judgment; their problem-solving skills; their powers of critical analysis; their ability to communicate ideas effectively and their ability to work effectively in groups.

A varied pattern of teaching and learning methods are used in the course. These include lectures, seminars, case-study exercises, group workshops, simulated business management games, data collection analyses and study visits. Visiting practitioners from transport organisations make an important contribution to the teaching programme. There is a focus

on problem-solving in group workshop case-studies, exercises, and discussions. The mix of delivery methods will vary between the modules.

Assessment

Assessment methods used are thought to be the most appropriate to each module. There is a range of assessment methods from individual coursework essays, case-study reports, group workshop exercises (although most of the group workshops are assessed by individual reports) and closed-book written examinations.

Although the mix of assessment methods varies from module to module, the Transport Planning and Management Course Team have been conscious of the need to achieve consistency in the balance of workload and weighting between in-module assessed coursework and the end of module tests or closed-book written examinations. All six (MSc, PGDip) or three (PGCert) taught 20-credit modules taken by an individual student are assessed through an in-class test (semester one subjects), or written examination (semester two), which is weighted at 50% of marks awarded; and a piece of coursework, also weighted at 50%.

Course structure

This section shows the core and option modules available as part of the courses and their credit value.

Module code	Module title	Status	UK credit	ECTS
4TRN7A2	Transport Policy and Politics	Core	20	10
4TRN7C4	Transport Economics	Core	20	10
4TRN7A7	Statistics and Survey Methods for Transport	Core	20	10
4TRN7B1	Public Passenger Transport	Option	20	10
4TRN7A9	Land Use, Planning and Transport	Option	20	10
4TRN7B2	Traffic and Streets	Option	20	10
4TRN7A3	Airline Planning and Management	Option	20	10
4TRN7A1	Airport Planning and Management	Option	20	10
4TRN7B3	Freight Transport and Logistics Services	Option	20	10
4TRN7B4	Research Dissertation	Core	60	30
ATRN7F1	Transport Field Trip	Option	-	-

Please note: Not all option modules will necessarily be offered in any one year.

Note that the research dissertation has a weight three times that of any individual taught module, comprising one third of all course credits.

Academic regulations

The MSc Transport Planning & Management and its intermediate awards operate in accordance with the University's Academic Regulations and the *Framework for Higher Education Qualifications in England, Wales and Northern Ireland* published by the Quality Assurance Agency for Higher Education (QAA) in 2008.

All students should make sure that they access a copy of the current edition of the general University handbook called Essential Westminster*,* which is available at westminster.ac.uk/essential-westminster. The following regulations should be read in conjunction with the Modular Fr*amework for Postgraduate Courses* and relevant sections of the current *Handbook of Academic Regulations*, which is available at westminster.ac.uk/academic-regulations.

To qualify for the award of **MSc Transport Planning and Management** a student must:

- obtain a minimum of 180 credits at Level 7; which must include all of the core modules listed above including the Dissertation.

To qualify for the award of **Postgraduate Diploma Transport Planning and Management** a student must:

- obtain a minimum of 120 credits at Level 7; which must include all of the core modules listed above, with the exception of the Dissertation.

To qualify for the award of **Postgraduate Certificate Transport Planning and Management** a student must:

- obtain a minimum of 60 credits at Level 7;

- pass 4TRN7A2 and 4TRN7C4; and

- pass one other 20 credit core or option module.

An intermediate award of the Postgraduate Certificate or Postgraduate Diploma is also available as an 'exit' award for students who are unable to complete their target award.

Support for students

Upon arrival, an induction programme will introduce students to the staff responsible for the course, the campus on which they will be studying, the Library and IT facilities and to the Faculty Registry. Students will be provided with the Course Handbook, which provides detailed information about the course. Students are allocated a personal tutor who can provide advice and guidance on academic matters.

Learning support includes four libraries, each holding a collection of resources related to the subjects taught at their Faculty. Students can search the entire library collection online

through the Library Search service to find and reserve printed books, and access electronic resources (databases, e-journals, e-books).

Students can choose to study in the libraries, which have areas for silent and group study, desktop computers, laptops for loan, photocopying and printing services. They can also choose from several computer rooms at each campus where desktop computers are available with the general and specialist software that supports the courses taught at their Faculty. Students can also securely connect their own laptops and mobile devices to the University wireless network.

 The University uses a Virtual Learning Environment called Blackboard where students access their course materials, and can communicate and collaborate with staff and other students.

Student Affairs provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers and the chaplaincy providing multi-faith guidance. The Student Affairs Hub is located at 101 New Cavendish Street, Cavendish House (1st Floor), with an additional office located at the Harrow Campus.

http://www.westminster.ac.uk/study/new-students/when-you-arrive

The University of Westminster Students' Union also provides a range of facilities to support all students during their time at the University. http://www.uwsu.com/

Quality management and enhancement

Internally

Framework for postgraduate courses

Quality Assurance and Enhancement Handbook

Handbook of Academic Regulations

Learning, Teaching and Assessment Strategy

Externally

Chartered Institute of Logistics and Transport qualifications

Transport Planning Professional qualification

Course management

The course is operated by the Department of Planning and Transport, within the University's Faculty of Architecture and Built Environment (FABE). Day-to-day management is under the Course Leader, who liaises with individual module leaders as required. Input is also provided by a staff-student course committee which meets twice-yearly.

Course approval, monitoring and review

The course was initially approved by a University Validation Panel in 1971, and most recently re-approved in 2014. The panel included internal peers from the University and external subject specialists from academia and industry to ensure the comparability of the course to those offered in other universities and the relevance to employers. Periodic course review helps to ensure that the curriculum is up-to-date and that the skills gained on the course continue to be relevant to employers.

The course is monitored each year by the Faculty to ensure it is running effectively and that issues which might affect the student experience have been appropriately addressed. Staff consider evidence about the course, including the outcomes from each Course Committee, evidence of student progression and achievement and the reports from external examiners, to evaluate the effectiveness of the course. The Annual Monitoring Sub-Committee considers the Faculty action plans resulting from this process and the outcomes are reported to the Academic Council, which has overall responsibility for the maintenance of quality and standards in the University.

Each module leader updates the content of their module on annual basis to reflect developments in policy, research, statistical data, etc.

Student involvement in Quality Assurance and Enhancement

Student feedback is important to the University and student views are taken seriously. Student feedback is gathered in a variety of ways. The most formal mechanism for feedback on the course is the Course Committee. Student representatives will be elected to sit on the Committee to represent the views of their peer group in various discussions. The University and the Students' Union work together to provide a full induction to the role of the Course Committee.

All students are invited to complete a Module Feedback Questionnaire before the end of each module. The feedback from this will inform the module leader on the effectiveness of the module and highlight areas that could be enhanced. The University also has an annual Student Experience Survey which elicits feedback from students about their course and University experience.

Students meet with review panels when the periodic review of the course is conducted to provide oral feedback on their experience on the course. Student feedback from course committees is part of the Faculty's quality assurance evidence base. For more information about this course, please contact the Course Leader Rachel Aldred:

Email: r.aldred@westminster.ac.uk

http://www.westminster.ac.uk