Report of Programme Validation Panel

Panel Visit: 8th May 2013

Named Award:	Bachelor of Arts (Honours)
Programme Title(s):	Bachelor of Arts (Honours) in Community Sports Leadership
Exit Awards:	Not applicable
Award Type:	Honours Bachelor Degree
Award Class:	Major
NFQ Level:	8
ECTS / ACCS Credits:	60
First Intake:	September 2013

Panel Members

Dr Marion Fitzgibbon	Chair	Head of School of Humanities, Athlone Institute of Technology (AIT)
Dr John Shuttleworth	Academic	Centre for Sports Studies, UCD
Mr Rob Hartnett	Industry	CEO Sports for Business
Dr Jean Mc Ardle	Academic	Dept of Health, Sport and Exercise Science Waterford Institute of Technology
Ms. Ann Campbell	(Secretary to Panel)	Registrar, Dundalk Institute of Technology (DkIT)

Programme Development Team

Dr David Getty	Dr Brid Maloney
Ms Ann Marie McHugh	Mr Patrick Fitzgerald
Mr David Cranny	Ms Fiona Oster
Mr Michael McCorry	Mr Eoghan Bailey
Ms Catherine Staunton	Ms Catriona Nugent
Dr Kevin Howard	Ms Irene McKay

1 Introduction

The following report to Academic Council is a validation panel report from an expert panel of assessors on a proposal from the School of Business and Humanities (Humanities department) at Dundalk Institute of Technology (DkIT) to re-design a:

- Bachelor of Arts (Honours) in Community Sports Leadership.

The evaluators would like to thank the members of the development team for engaging generously and openly with the review process.

The report is divided into the following sections:

- Background to Proposed Programme
- General Findings of the Validation Panel
- Programme-Level Findings
- Module-Level Findings

2 Background to Proposed Programme

The B.A. (Honours) in Community Sports Leadership has been in existence since 2007. It will continue to run for another three years before the new Level 8 degree (B.A. (Hons) in Sport and Exercise with Enterprise) begins. Consequently the School are updating the modules delivered on this programme in line with:

- Academic Council decisions
- Recommendations proposed by recent programme boards
- Student feedback

3 General Findings of the Validation Panel

The panel would like to commend the programme development team for the quality of their submission. The engagement and commitment of the team was evident on the day of the validation panel.

Having considered the documentation provided and discussed it with the programme development team, the validation panel recommends the following:

Bachelor of Arts (Honours) in Community Sports Leadership

The Panel recommends validation for five years subject to the conditions and recommendations contained in this report. However given that the overall finding of the Programmatic Review is that the process itself is incomplete at this time, the validation of the programmes cannot be finally confirmed until the SER has been fully reviewed. In that respect the Panel approves the programmes on an interim basis pending completion of the overall SER by 31 December 2013. When the SER is complete the full five-year validation will be confirmed. Validation is not to extend beyond the next academic year in the absence of a completed SER. The Panel does not require any further programme documentation to be re-submitted for completion of this process beyond the School response to individual validation reports as required by

	the Institute's regulations on programme validation.
	The programme teams are encouraged to complete the requested changes, detailed in this report, in time to implement the programmes for the 2013/4 academic year.

Approval is conditional on the submission of a revised programme document that takes account of the conditions and recommendations outlined below and a response document describing the actions of the Department to address the conditions and recommendations made by the programme validation panel. In this report, the term **Condition** is used to indicate an action or amendment which in the view of the validation panel must be undertaken prior to the commencement of the programme. Conditions are mandatory if the programme is to be approved. The term **Recommendation** indicates an item to which the Programme Board should give serious consideration for implementation at an early stage and which should be the subject of on-going monitoring.

4   Programme-Level Findings

This section of the report addresses the following programme level considerations:

- Demand
- Award
- Institute strategy alignment
- Entry requirements
- Access, transfer and progression
- Standards and Outcomes
- Programme structure
- Teaching and Learning Strategies
- Assessment Strategy
- Resource requirements
- Quality Assurance.

4.1 Demand

Validation Criterion:	Is there a convincing need for the programme and has evidence been provided to support it?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.2 Award

Validation Criterion:	Is the level and type of the award appropriate?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.3 Institute Strategy Alignment

Validation Criterion:	Is the proposed programme aligned to the Institute's strategy and are the strategic themes of entrepreneurship, sustainability and internationalisation embedded in the proposed programme as appropriate?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.4 Entry Requirements

Validation Criterion:	Are the entry requirements for the proposed programme clear and appropriate?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.5 Access, Transfer and Progression

Validation Criterion:	Does the proposed programme incorporate the procedures for access, transfer and progression that have been established by the NQAI and does it accommodate a variety of access and entry requirements?
Overall Finding:	Re-validation is recommended to allow the programme to continue to facilitate existing students.

Condition(s):

- None.

Recommendation(s):

- None.

4.6 Standards and Outcomes

Validation Criterion:	Does the proposed programme meet the required award standards for programmes at the proposed NFQ level (i.e. conform to QQI Award Standards)? For parent award? For exit award (s), if specified?
Overall Finding:	Yes

The awards standards requirements for programmes on the **NFQ Framework** can be found at http://www.hetac.ie/publications_pol01.htm

Condition(s):

- None.

Recommendation(s):

- None.

4.7 Programme Structure

Validation Criterion:	Is the programme structure logical and well designed and can the stated proposed programme outcomes in terms of employment skills and career opportunities be met by this programme?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.8 Teaching and Learning Strategies

Validation Criterion:	Have appropriate teaching and learning strategies been provided for the proposed programme?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.9 Assessment Strategies

Validation Criterion:	Have appropriate programme assessment strategies been provided for the proposed programme (as outlined in the QQI/HETAC Assessment and Guidelines, 2009)?
Overall Finding:	Yes

Assessment strategies are required in line with HETAC's Assessment and Standards and should form a substantial part of the documentation to be considered by the programme validation panel. See (HETAC (2009) Assessment and Standards, Section 4.6.1, page 33). Accordingly the assessment strategy should address the following (See (HETAC (2009) Assessment and Standards, Section 2.2.5, page 13) :

- Description and Rationale for the choice of assessment tasks, criteria and procedures. This should address fairness and consistency, specifically their validity, reliability and authenticity;
- Describe any special regulations;
- Regulate, build upon and integrate the module assessment strategies;
- Provide contingent strategy for cases where learners claim exemption from modules, including recognition of prior learning;
- Ensure the programme's continuous assessment workload is appropriately balanced;
- Relate to the teaching and learning strategy;
- Demonstrate how grading criteria will be developed to relate to the Institutional grading system.

The Institute resource entitled Assessment and Learning: A Policy for Dundalk Institute of Technology (Nov 2010) (https://www.dkit.ie/celt/documents-and-policies/assessment-and-learning-guidelines-dundalk-institute-technology) should also be consulted.

Condition(s):

- None.

Recommendation(s):

- None.

4.10 Resource Requirements

Validation Criterion:	Does the Institute possess the resources and facilities necessary to deliver the proposed programme?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.11 Quality Assurance

Validation Criterion:	Does the proposed programme demonstrate how the Institute's quality assurance procedures have been applied and that satisfactory procedures exist for the on-going monitoring and periodic review of programmes?
Overall Finding:	Yes

The Institute's Quality Assurance Procedures are published in the Academic Quality Assurance Manual available at: https://www.dkit.ie/registrar/policies/academic-quality-manual and include approved procedures for the on-going monitoring and periodic review of Programmes.

Condition(s):

- None.

Recommendation(s):

- None.

4.12 Programme Management

Validation Criterion:	Are the programme management structures adequate?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

5 Module-Level Findings

5.1 Assessment Strategies

Validation Criterion:	Have appropriate module assessment strategies been included in the proposed programme?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

5.2 Other Findings

Condition(s):

- None.

Recommendation(s):

- None.

Validation Panel Report Approved By:

Signed:

_____
Dr Marion Fitzgibbon Chairperson.

Date: 8th May 2013.

Report of Programme Validation Panel

Panel Visit: 8th May 2013

Named Award:	Bachelor of Arts (Honours)
Programme Title(s):	Bachelor of Arts (Honours) in Community Sports Leadership
Exit Awards:	Not applicable
Award Type:	Honours Bachelor Degree
Award Class:	Major
NFQ Level:	8
ECTS / ACCS Credits:	60
First Intake:	September 2013

Panel Members

Dr Marion Fitzgibbon	Chair	Head of School of Humanities, Athlone Institute of Technology (AIT)
Dr John Shuttleworth	Academic	Centre for Sports Studies, UCD
Mr Rob Hartnett	Industry	CEO Sports for Business
Dr Jean Mc Ardle	Academic	Department of Health, Sport and Exercise Science, Waterford Institute of Technology
Ms. Ann Campbell	(Secretary to Panel)	Registrar, Dundalk Institute of Technology (DkIT)

Programme Development Team

Dr David Getty	Dr Brid Maloney
Ms Ann Marie McHugh	Mr Patrick Fitzgerald
Mr David Cranny	Ms Fiona Oster
Mr Michael McCorry	Mr Eoghan Bailey
Ms Catherine Staunton	Ms Catriona Nugent
Dr Kevin Howard	Ms Irene McKay

1   Introduction

The following report to Academic Council is a validation panel report from an expert panel of assessors on a proposal from the School of Business and Humanities (Humanities department) at Dundalk Institute of Technology (DkIT) to re-design a:

- Bachelor of Arts (Honours) in Community Sports Leadership.

The evaluators would like to thank the members of the development team for engaging generously and openly with the review process.

The report is divided into the following sections:

- Background to Proposed Programme
- General Findings of the Validation Panel
- Programme-Level Findings
- Module-Level Findings

2   Background to Proposed Programme

The B.A. (Honours) in Community Sports Leadership has been in existence since 2007. It will continue to run for another three years before the new Level 8 degree (B.A. (Hons) in Sport and Exercise with Enterprise) begins. Consequently the School are updating the modules delivered on this programme in line with:

- Academic Council decisions
- Recommendations proposed by recent programme boards
- Student feedback

3   General Findings of the Validation Panel

The panel would like to commend the programme development team for the quality of their submission. The engagement and commitment of the team was evident on the day of the validation panel.

Having considered the documentation provided and discussed it with the programme development team, the validation panel recommends the following:

Bachelor of Arts (Honours) in Community Sports Leadership

The Panel recommends validation for five years subject to the conditions and recommendations contained in this report. However given that the overall finding of the Programmatic Review is that the process itself is incomplete at this time, the validation of the programmes cannot be finally confirmed until the SER has been fully reviewed. In that respect the Panel approves the programmes on an interim basis pending completion of the overall SER by 31 December 2013. When the SER is complete the full five-year validation will be confirmed. Validation is not to extend beyond the next academic year in the absence of a completed SER. The Panel does not require any further programme documentation to be re-submitted for completion of this process beyond the School response to individual validation reports as required by

the Institute's regulations on programme validation.

The programme teams are encouraged to complete the requested changes, detailed in this report, in time to implement the programmes for the 2013/4 academic year.

Approval is conditional on the submission of a revised programme document that takes account of the conditions and recommendations outlined below and a response document describing the actions of the Department to address the conditions and recommendations made by the programme validation panel. In this report, the term **Condition** is used to indicate an action or amendment which in the view of the validation panel must be undertaken prior to the commencement of the programme. Conditions are mandatory if the programme is to be approved. The term **Recommendation** indicates an item to which the Programme Board should give serious consideration for implementation at an early stage and which should be the subject of on-going monitoring.

School Response:

The School of Business and Humanities welcomes the panel findings and their endorsement of the programme including commendation of the programme team.

4   Programme-Level Findings

This section of the report addresses the following programme level considerations:

- Demand
- Award
- Institute strategy alignment
- Entry requirements
- Access, transfer and progression
- Standards and Outcomes
- Programme structure
- Teaching and Learning Strategies
- Assessment Strategy
- Resource requirements
- Quality Assurance.

4.1 Demand

Validation Criterion:	Is there a convincing need for the programme and has evidence been provided to support it?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.2 Award

Validation Criterion:	Is the level and type of the award appropriate?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.3 Institute Strategy Alignment

Validation Criterion:	Is the proposed programme aligned to the Institute's strategy and are the strategic themes of entrepreneurship, sustainability and internationalisation embedded in the proposed programme as appropriate?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.4 Entry Requirements

Validation Criterion:	Are the entry requirements for the proposed programme clear and appropriate?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.5 Access, Transfer and Progression

Validation Criterion:	Does the proposed programme incorporate the procedures for access, transfer and progression that have been established by the NQAI and does it accommodate a variety of access and entry requirements?
Overall Finding:	Re-validation is recommended to allow the programme to continue to facilitate existing students.

Condition(s):

- None.

Recommendation(s):

- None.

4.6 Standards and Outcomes

Validation Criterion:	Does the proposed programme meet the required award standards for programmes at the proposed NFQ level (i.e. conform to QQI Award Standards)? For parent award? For exit award (s), if specified?
Overall Finding:	Yes

The awards standards requirements for programmes on the **NFQ Framework** can be found at http://www.hetac.ie/publications_pol01.htm

Condition(s):

- None.

Recommendation(s):

- None.

4.7 Programme Structure

Validation Criterion:	Is the programme structure logical and well designed and can the stated proposed programme outcomes in terms of employment skills and career opportunities be met by this programme?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.8 Teaching and Learning Strategies

Validation Criterion:	Have appropriate teaching and learning strategies been provided for the proposed programme?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.9 Assessment Strategies

Validation Criterion:	Have appropriate programme assessment strategies been provided for the proposed programme (as outlined in the QQI/HETAC Assessment and Guidelines, 2009)?
Overall Finding:	Yes

Assessment strategies are required in line with HETAC's Assessment and Standards and should form a substantial part of the documentation to be considered by the programme validation panel. See (HETAC (2009) Assessment and Standards, Section 4.6.1, page 33). Accordingly the assessment strategy should address the following (See (HETAC (2009) Assessment and Standards, Section 2.2.5, page 13) :

- Description and Rationale for the choice of assessment tasks, criteria and procedures. This should address fairness and consistency, specifically their validity, reliability and authenticity;
- Describe any special regulations;
- Regulate, build upon and integrate the module assessment strategies;
- Provide contingent strategy for cases where learners claim exemption from modules, including recognition of prior learning;
- Ensure the programme's continuous assessment workload is appropriately balanced;
- Relate to the teaching and learning strategy;
- Demonstrate how grading criteria will be developed to relate to the Institutional grading system.

The Institute resource entitled Assessment and Learning: A Policy for Dundalk Institute of Technology (Nov 2010) (https://www.dkit.ie/celt/documents-and-policies/assessment-and-learning-guidelines-dundalk-institute-technology) should also be consulted.

Condition(s):

- None.

Recommendation(s):

- None.

4.10 Resource Requirements

Validation Criterion:	Does the Institute possess the resources and facilities necessary to deliver the proposed programme?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.11 Quality Assurance

Validation Criterion:	Does the proposed programme demonstrate how the Institute's quality assurance procedures have been applied and that satisfactory procedures exist for the on-going monitoring and periodic review of programmes?
Overall Finding:	Yes

The Institute's Quality Assurance Procedures are published in the Academic Quality Assurance Manual available at: https://www.dkit.ie/registrar/policies/academic-quality-manual and include approved procedures for the on-going monitoring and periodic review of Programmes.

Condition(s):

- None.

Recommendation(s):

- None.

4.12 Programme Management

Validation Criterion:	Are the programme management structures adequate?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

5 Module-Level Findings

5.1 Assessment Strategies

Validation Criterion:	Have appropriate module assessment strategies been included in the proposed programme?
Overall Finding:	Yes

Condition(s):

- None.

Recommendation(s):

- None.

5.2 Other Findings

Condition(s):

- None.

Recommendation(s):

- None.

School Response:

The School of Business and Humanities welcomes the Panel findings and their endorsement of the programme.

Validation Panel Report Approved By:

Signed:

_____

Dr Marion Fitzgibbon Chairperson.

Date: 8th May 2013