

Programme Validation Report

{*Programme Title*}

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| --- | --- | --- |
| ***Version of Report*** | ***Author*** | ***Date*** |
|  |  | Click or tap to enter a date. |
|  |  | Click or tap to enter a date. |
|  |  | Click or tap to enter a date. |
|  |  | Click or tap to enter a date. |

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| ***Approval*** | ***Date*** |
| Programme Proposal approved by Faculty Board | Click or tap to enter a date. |
| Programme Proposal approved by University Programmes Board | Click or tap to enter a date. |
| Programme approved by Faculty Board | Click or tap to enter a date. |
| Programme approved by University Programmes Board | Click or tap to enter a date. |

**Section A - Programme Details**

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| --- | --- | --- | --- | --- | --- | --- |
| Title |  | | | | | |
| NFQ Level | Select Level | | | | | |
| ECTS Credits |  | | | | | |
| Mode of delivery | Part-time | | | Full-time | | |
| Duration | Part-time: |  | | Full-time: |  | |
| Mode of provision | Face-to-Face | | Blended | | | Online |
| Classification of award |  | | | | | |
| Discipline Programmes Board |  | | | | | |
| Faculty Board | Select Faculty | | | | | |
| Schools involved in delivery |  | | | | | |
| Delivery location |  | | | | | |
| Collaborative Partner (where applicable) |  | | | | | |
| Date of Commencement |  | | | | | |

**Section B - Awards**

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| Award Title |  | | | | |
| NFQ Level | Select Level | | | | |
| Award Class | Choose an item. | | | | |
| ECTS Credits |  | | | | |
| Classification of award |  | | | | |
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| Award (1) Title |  | | | | |
| Exit/Embedded | Exit |  | Embedded |  | |
| NFQ Level | Select Level | | | | |
| Award Class | Choose an item. | | | | |
| ECTS Credits |  | | | | |
| Classification of award |  | | | | |
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| Exit Award (2) |  | | | | |
| Exit/Embedded | Exit |  | Embedded | |  |
| NFQ Level | Select Level | | | | |
| Award Class | Choose an item. | | | | |
| ECTS Credits |  | | | | |
| Classification of award |  | | | | |

**Section C - Programme Derogations (if required)**

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| *Derogations from Assessment Regulations/Marks and Standards already approved by University Programmes Board* | |
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| Date of University Programmes Board Approval | Click or tap to enter a date. |

**Section D Validation Process**

Please tick the process that was followed:

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| Validation Panel | AQEC Meeting | AQEC Sub-Group |
| Date: | Date: | Date: |

Panel Members

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| **Name** | **Role** | **Affiliation** |
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**Section E - Programme Evaluation**

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| Governance & Management | | |
| *Is the programme designed in accordance with the University’s Strategic Plan, Educational Model and Quality Framework?* | Yes | No |
| Comment: | | |
| *Will the proposed strategies for programme management and quality assurance ensure that the programme is well managed and continuously enhanced and is in accordance with the University’s Quality Framework?* | Yes | No |
| Comment: | | |

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| Awards Standards | | |
| *Are the programme aims and learning outcomes clearly written using appropriate terminology? (See TU Dublin Guidelines)* | Yes | No |
| Comment: | | |
| *Are the programme aims and learning outcomes aligned to the proposed level of the award on the NFQ in accordance with applicable Award Standards?* | Yes | No |
| Comment: | | |
| *Will the curricula, teaching, learning and assessment methods enable students to reach the appropriate standard to qualify for the award(s)?* | Yes | No |
| Comment: | | |
| *Was the programme development appropriately informed by internal and external stakeholder input (including industry/practice, professional/regulatory bodies, and community organisations)?* | Yes | No |
| Comment: | | |
| *Has the programme been benchmarked against similar programmes nationally and internationally?* | Yes | No |
| Comment: | | |
| *Did the programme development take account of relevant external discipline benchmarks and Professional Statutory and Regulatory Body requirements?* | Yes | No |
| Comment: | | |

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| Programme Design | | |
| *Is the programme design informed by current development in the discipline and associated subject areas, having taken into consideration current trends, stakeholder feedback and market analysis?* | Yes | No |
| Comment: | | |
| *Will there be opportunities for students to input into curriculum design decisions in the future?* | Yes | No |
| Comment: | | |
| *Is there a mechanism to ensure the input of external stakeholders in the ongoing development of the programme?* | Yes | No |
| Comment: | | |
| *Is the programme curriculum well-structured with a logical progression of learning and development across the modules and stages?* | Yes | No |
| Comment: | | |
| *Are there appropriate opportunities for students to undertake work-based learning, through work placements or work-based projects or assignments?* | Yes | No |
| Comment: | | |
| *If applicable, have the relevant Blended Learning Checklists (i.e. Learning Experience Context & Programme Context) been fully completed and submitted to the Panel?* | Yes | No |
| Comment: | | |
| *Is the required programme and module information provided in the correct format?* | Yes | No |
| Comment: | | |

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| Learning, Teaching & Assessment | | |
| *Is there an effective student-centred teaching and learning strategy that aligns with the University’s strategies and Education Model?* | Yes | No |
| Comment: | | |
| *Does the assessment strategy provide an appropriate mix of assessment types that will enable students to demonstrate that they have met the module and programme learning outcomes?* | Yes | No |
| Comment: | | |
| *Do the learning outcomes and assessment strategy ensure that academic integrity can be maintained and attempted breaches of academic integrity are minimised/easily detected?* | Yes | No |
| Comment: | | |
| *Is there a comprehensive mapping of assessment methods and module learning outcomes and between module learning outcomes and programme learning outcomes?* | Yes | No |
| Comment: | | |
| *Are there opportunities in all modules to provide students with timely and constructive feedback on their learning and development?* | Yes | No |
| Comment: | | |
| *Do the teaching and assessment methods consider the diversity of the student cohort?* | Yes | No |
| Comment: | | |

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| Student Supports & Learning Environment | | |
| *Are there sufficient and appropriate resources (e.g. human, financial and physical) to support the proposed programme aims and objectives, to deliver the programme as specified?* | Yes | No |
| Comment: | | |
| *Are there sufficient staff that are appropriately qualified and capable to support the programme delivery, from both context and pedagogy perspectives?* |  |  |
| Comment: | | |
| *Are there appropriate arrangements in place to support the student experience and to monitor student performance?* | Yes | No |
| Comment: | | |
| *Are the access, transfer and progression arrangements clearly defined and appropriate, and aligned to TU Dublin policy/strategy in this regard?* | Yes | No |
| Comment: | | |
| *Do the student supports and learning environment cater for equality, diversity and inclusivity of students?* | Yes | No |
| Comment: | | |
| *Is the relevant programme information clearly communicated to the students to ensure they are informed, guided and cared for?* | Yes | No |
| Comment: | | |
| *Has the Checklist for First Year Student Success (where applicable) been fully completed and submitted to the Panel?* | Yes | No |
| Comment: | | |

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| Collaborative Provision (if applicable) | | |
| *Are the roles and responsibilities of each partner clearly defined?* | Yes | No |
| Comment: | | |
| *In the case of Joint or Multiple Awards, has due diligence on capacity of partner institution meeting the QA-QE requirements for the programme been undertaken?* | Yes | No |
| Comment: | | |

**Section F - Overall Recommendation**

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| 1. | **Recommend approval of programme as submitted, without amendment** |  |
| 2. | **Recommend approval of programme, subject to minor amendments/editorial changes to be completed as soon as possible and with recommendations for consideration.**  **Note:** recommendations are attached where it is considered that the programme would benefit from particular changes, or from a review of certain aspects of the programme over a period of time, with changes made if required. While recommendations are advisory in nature, there is an expectation that all recommendations are responded to appropriately and acted upon as appropriate. |  |
| 3. | **Recommend approval of programme subject to the fulfilment of conditions. Recommendations for consideration may also be attached.**  **Note:** conditions are attached where it is agreed that changes must be made to the programme / programme documentation prior to the commencement of the programme. Conditions must be set where issues are identified that relate directly to academic standards or to University regulations or procedures. It should be clear what is required in order to meet the conditions.  A new programme cannot go forward to Faculty Board for consideration/approval unless a response to the Validation Report is submitted with revised programme documentation and the Academic Quality Enhancement Committee is satisfied that all conditions are met. |  |
| 4. | **Do not recommend approval of programme.** |  |

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| **Areas for commendation** | |
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| **Conditions of Approval** | |
| 1. |  |
| Response: |
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| Response: |
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| Response: |

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| **Recommendations** | |
| 1. |  |
| Response: |
| 2. |  |
| Response: |
| 3. |  |
| Response: |

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| **Other matters to be brought to the attention of Faculty Board and/or University Programmes Board** |
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**Section G - Approvals**

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| **Validation Report** | |
| This report has been agreed by the Validation Panel and is signed on their behalf by the chairperson. | |
| Chairperson: |  |
| Signed: | Date: Click or tap to enter a date. |

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| **School Response** | |
| The response to the conditions and recommendations has been agreed by the School and is signed by the Head of School. | |
| Head of School: |  |
| Signed: | Date: Click or tap to enter a date. |

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| **Faculty Board** | |
| The report and response have been approved by Faculty Board | |
| Vice-Dean for Education: |  |
| Signed: | Date: Click or tap to enter a date. |

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| **University Programmes Board (Programmes of 30 ECTS or great)** | |
| The report and response have been approved by the University Programmes Board | |
| Registrar: |  |
| Signed: | Date: Click or tap to enter a date. |