

TALLAGHT EXTERNAL VALIDATION

REPORT FOR

Creative Digital Media Minor Awards

Certificate in Creative Digital Media: Multimedia or Video, Level 6

Certificate in Creative Digital Media: Multimedia or Video, Level 7

Certificate in Creative Digital Media: Multimedia or Video, Level 8

Certificate in Creative Digital Media: Audio or Photography, Level 7

School of: Business and Humanities

Department of: Marketing

Panel Meeting date:	12 th December 2018	
Decision: <i>tick one only</i>	Recommended	
	Recommended subject to modification	√
	Not recommended	

Proposed Commencement Date:	September 2019
Period of Validation:	5 years

EXTERNAL REVIEW PANEL REPORT

PART 1:

1.1 GENERAL INFORMATION

School	Business and Humanities
Department	Management
Date of panel visit	12 th December 2018
Programme evaluated	Certificate in Creative Digital Media: Multimedia or Video, Level 6 Certificate in Creative Digital Media: Multimedia or Video, Level 7 Certificate in Creative Digital Media: Multimedia or Video, Level 8 Certificate in Creative Digital Media: Audio or Photography, Level 7
Delivery Mode(s)	Full-time, Part-time, On-line, Distance, Blended
Panel	Chair: Billy Bennett, Vice President for Academic Affairs and Registrar, LYIT Owen Ross, Head of Department, Business and Marketing, AIT Dr. Bríd Lane, Head of School, IBAT College Patrick Devitt Aifric O'Connell, ITT CDM Graduate Secretary: Sinéad O'Neill, Quality Manager, IT Tallaght Recording Secretary: Dagmara Sala-Heidrych

1.2 INSTITUTE STAFF

Name	Grade / Responsibility
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Dr Damien Roche	Head of School
Glenn Mehta	Head of Department
Jean O'Halloran	Lecturer
Mary Caulfield	Lecturer
Tom Jenner	Lecturer

PART II COMMENDATIONS, RECOMMENDATIONS & CONDITIONS

The External Review panel recommends the validation of the Programmes and awards:

Certificate in Creative Digital Media: Multimedia or Video, Level 6

Certificate in Creative Digital Media: Multimedia or Video, Level 7

Certificate in Creative Digital Media: Multimedia or Video, Level 8

Certificate in Creative Digital Media: Audio or Photography, Level 7

Subject to the conditions and recommendations set out below:

2.1 Commendations:

Points of note commended by the panel:-

1	The Panel commends the programme team for developing these minor awards which facilitate equity of access to higher education.
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2.2 Conditions:

The evaluation panel requires that the Programme Development Team should take note of the following conditions and that a satisfactory response to those conditions shall be received before the validation is considered by Academic Council of the Institute.

1	Each Certificate should have a separate Programme submission to include distinct: <ul style="list-style-type: none"> a. Programme Title b. Programme Learning Outcomes
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- c. Programme Schedule
- d. Programme Entry Requirements

Four separate programme documents have been created with distinct titles, learning outcomes, programme schedules and Entry Requirements (please see documentation provided). Entry Requirements are outlined in the Submission document attached and read as follows:

3.1.8 Entry Requirements: The aim is to offer bespoke programmes, designed through Learning Agreements to facilitate the participation of non-traditional students on a specified and limited number of industry-focused modules on the BA (Hons) Creative Digital Media.

Candidate eligibility will be assessed based upon educational attainment to date and an interview to assess suitability of the programme and availability of infrastructural resources to meet their needs.

Where a student begins at Level 6 (Certificate in Video/Multimedia) they must achieve a minimum Pass grade (C or better) in all modules in the Award year if they wish to advance to Level 7. Entry to Level 8 on this programme is subject to the same requirement in order to ensure the student is deemed capable of achieving more advanced Learning Outcomes.

2.3 Recommendations:

Recommendations are suggestions made by the Programme Evaluation Panel in the spirit of improving the proposed Programme. While these are not binding, the reasons for not incorporating a recommendation have to be clearly stated by the Programme Development Team in its response to the Evaluation Report.

1	N/A
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PART III FINDINGS OF THE VALIDATION PANEL

3.1 INTRODUCTION

The panel was welcomed to the Institute by Glenn Mehta, Head of Department. The panel used the external review template as per the Quality Assurance Manual to assist in their deliberations. The panel met in advance to discuss the submission document and plan for the meeting with management and staff of the department.

3.2 MEETING WITH MANAGEMENT AND STAFF

A wide ranging discussion took place on the origin and rationale for the proposed Programme.

3.3 Programme Title and Award Title.

The panel recommended that there should be distinct titles for each award so as to ensure that they are clear, accurate and fit for the purpose of informing prospective learners and other stakeholders. (See condition above)

3.4 Justification for the Programme

The justification for the proposed Programme was discussed and the panel commended the Programme Team on the development of the Programme which will facilitate equity of access to higher education.

3.5 Conformance with Institute's Mission and Strategy

The panel noted that the proposed Programme is in keeping with the Institute's strategic objectives with regard to the widening of participation in higher education, creation of career ready graduates for industry, providing comprehensive lifelong learning opportunities for the region, and educational supports to industry.

3.6 Access, Transfer and Progression Arrangements

The panel were satisfied with the stated arrangements for access, transfer and progression. (See condition above)

3.7 Programme Structure and Design

The Programme structure and design were well documented and the panel was satisfied with the information supplied.

3.8 Programme Learning Outcomes and Award Standards.

The panel was satisfied that the learning outcomes of the Programme were compliant with the Award Standards. (See condition above)

3.9 Teaching and Learning Strategy

The proposed approaches to teaching and learning were indicated and justified. The learning and teaching strategy is designed to provide flexible delivery that can accommodate a diversity of learners.

3.10 Learner Assessment

The overall assessment strategy incorporates use of a variety of assessment tools.

3.11 Quality Assurance

The procedures in developing the Programme were outlined to the panel as per the Institute's quality assurance procedures. The panel was satisfied with the procedures that were applied to the development of the proposed Programme and that the quality assurance mechanisms are in place to ensure its provision, monitoring and review.

3.12 Information Provision

The panel was satisfied with the proposed information that would be available to learners and potential learners.

3.13 Library and Physical Facilities / Resources

The panel was satisfied that the library and physical resources available to deliver the proposed Programme are adequate to the task.

3.14 Academic Staff and Qualifications

The panel was satisfied that the lecturing and support staff is available within the Institute to deliver the content of this Programme.

PART IV: PROGRAMME SCHEDULES

Amended Programme Schedules for each stage of each Programme to incorporate the conditions and recommendations set out in under points 2.2 and 2.3, and all Programme Abstracts, must be submitted with the Response to this Panel Evaluation Report.

Part V: Approval

Programme Evaluation Report Approved by:

<i>Signature:</i>	<i>Signature:</i>
<i>Print name:</i> Billy Bennett	<i>Print name:</i> Sinéad O'Neill
Chairperson to Panel	Secretary to Panel
<i>Title:</i> Vice President for Academic Affairs and Registrar, LYIT	<i>Title:</i> Academic Quality Manager
<i>Date:</i>	<i>Date:</i>