School/Department: Business
Date: 17/6/19
Title of the Programme:
Certificate in Fundamentals of English for Academic Learning (Level 6, 10 ECTS)
Certificate in English for Academic Learning (Level 8, 10 ECTS))
Chairperson: Dr Breda Brennan
Members of the Panel: Alison Kenneally and Michael Boyd
Secretary: Ken McIntyre
LYIT Staff Siobhan Cullen, Dr Una Carty and Libby Harte

Criteria for the Validation of a New Programme

1. The Programme Aims and Objectives are clear and consistent with the Award sought.

2. The Programme concept, implementation strategy are well informed and soundly based.

3. The Programme's Access, Transfer and Progression arrangements are satisfactory.

4. The Programme's written curriculum is well structured and fit for purpose.

5. There are sufficient qualified and capable programme staff.

6. There are sufficient physical resources to implement the programme as planned.

7. The learning environment is consistent with the needs of the programme learners.

8. There are sound Teaching, Learning and Assessment Strategies.

9. Learners enrolled on the Programme will be well informed, guided and cared for.

10. The Programme will be well managed.

Note: It is Institute policy to publish the Final Reports of the Panel of Assessors

The Panel would like to commend the proposers of these courses and in particular for these reasons:

- The pro-active and timely approach to supporting international students.
- These courses are in response to a stated strategy of the Institute, i.e. to increase the intake of international students.

(For the attention of the Academic Council)

The Panel of Assessors advises the Academic Council that the Institute and the

School/Department should take cognisance of following recommendations:

- Consider offering the level 6 programme to interested parties outside of the college, e.g. in the local community
- Consider offering support to academic staff to increase intercultural awareness.
- Clarify how the independent learning hours will be used.
- Be more specific about the methods of assessment, within the module descriptors.
- Encourage pairing or grouping of students from different cultural backgrounds to facilitate peer learning and appreciation of diverse cultures.
- Check wording of learning outcome 5 to include a more active verb.
- Check and specify the English language pre-requisites for each programme.
- Consider making the programmes mandatory following a review of the first iteration.
- Ensure that module reading lists are up to date.

Response from the Department of Law and Humanities to the Recommendations:

The Department is grateful for the careful consideration given by panel as well as the helpful recommendations to which we respond as follows:-

- Consider offering the level 6 programme to interested parties outside of the college, e.g. in the local community

  This will be considered following the first iteration of the programme which will be offered to LYIT students in September 2019.

- Consider offering support to academic staff to increase intercultural awareness.

  Appropriate CPD courses shall be identified and relevant academic staff will be encouraged and supported to attend.
- Clarify how the independent learning hours will be used.

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It is envisaged that the independent learning will be incorporated into the student's major course of study so that the skills developed within this module will be used to assist students in their learning, including aural comprehension skills in lectures, the completion of written assignments and coursework as well as enhancing their own presentation and interview skills.

- Be more specific about the methods of assessment, within the module descriptors.

  The syllabi have now been amended to include more specific details of assessment as has the indicative assessment table at page 28.

- Encourage pairing or grouping of students from different cultural backgrounds to facilitate peer learning and appreciation of diverse cultures.
-
  This has been noted and is in accordance with the programme team's plans in this regard.

- Check wording of learning outcome 5 to include a more active verb.

This has now been amended to "Develop an awareness of cultural nuances".

- Check and specify the English language pre-requisites for each programme.

  This is now stipulated in both programme documents under para 4.7 Access.

- Consider making the programmes mandatory following a review of the first iteration.

  Currently this is a matter for each programme board but policy will be reviewed following the first iteration of programme.
- Ensure that module reading lists are up to date.

  Reading lists have now been revised to ensure that all editions are the most recent.

The Panel of Assessors advises the Academic Council that approval of the programmes subject to general conditions of approval together with the following additional conditions:

- None.

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PART 4 PROPOSED PROGRAMME SCHEDULE(S) please attach final schedule to bottom of the report.

4.1 Proposed Programme Schedules

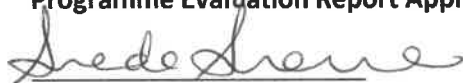Title of Award: **Certificate in English for Academic Learning**
Area of Specialisation:
Date Effective: September 2019

Semester	Module Title	Subject status	ECTS		Hours						Allocation of marks (%)		
			Level	Number	Lecture	Tutorial	Lab/Studio/Practical	Online	Independent Learning	Total	Coursework	Final Exam	Total
1	English for Academic Learning	M	8	10	24	12	-	-	214	250	100		100

4.1 Proposed Programme Schedules

Title of Award: **Certificate in Fundamentals of English for Academic Learning**

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Area Of Specialisation:

Date Effective: September 2019

Semester	Module Title	Subject status	ECTS		Hours						Allocation of marks (%)		
			Level	Number	Lecture	Tutorial	Lab/Studio/Practical	Online	Independent Learning	Total	Coursework	Final Exam	Total
1	Fundamentals of English for Academic Learning	M	6	10	24	12	-	-	214	250	100	-	100

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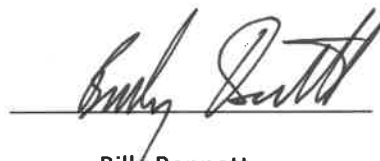
Programme Evaluation Report Approved by:

Dr Breda Brennan

Chair to Panel

(Assistant Registrar, Dundalk IT)

Date 12|07|19

Billy Bennett

(VP for Academic Affairs and

Registrar, Letterkenny IT)

Date 17/7/19.