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Institiúid Teicneolaíochta Leitir Ceanainn  
Letterkenny Institute of Technology

<b>School/Department:</b>	School of Business/Department of Law and Humanities
<b>Date:</b>	10 <sup>th</sup> June 2019
<b>Title of the Programme:</b>	Certificate in Licensing Law and Practice (10ECTS)
<b>Chairperson:</b>	Carmel Brennan, Assistant Registrar (Quality), GMIT (Chair)
<b>Members of the Panel:</b>	Shane Hill, Head of Department of Management and Financial Studies, Dundalk IT Cormac Hartnett, Hartnett Hayes Solicitors
<b>Secretary:</b>	Dr Seán Duffy (LYIT)
<b>LYIT Staff:</b>	Siobhan Cullen (Head of Department) Marianne Dee Ivan Toner

#### **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.

The panel appreciate the time and effort from the programme team in the development of this programme. The panel particularly noted the quality of the documentation provided.

#### Commendations

1. This programme is both timely and unique; the enthusiasm of team is commended in this regard.
2. This programme is a very good example of the department's response to an identified skills gap and working with National bodies.

(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:

1. Clarify the induction and academic supports that will be provided to enable student success given the expected diverse student cohort.
2. Review programme content with a view to the inclusion of e-licensing.

#### **Department Response to the Recommendations**

**The Department is grateful to the panel for its careful consideration and endorsement of proposed programme and would respond to the recommendation as follows:-**

1. The Teaching & Learning strategy has now been amended at para 6.1 to include the following paragraph confirming the nature and extent of programme induction:-

*The programme will commence with a programme induction which will include use of VLE, collaborative and peer learning, small group-work, role-play and reflective practice. This will be incorporated into the initial block delivery session as well as online support including a moderated discussion forum and live online session relating to assessment protocols and requirements.*

2. The syllabi has now been amended at para 2 which deals with practice and procedure to specifically include e-licensing.

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:

1. Ensure that the entry requirement for this programme is the same as the entry requirement for the full-time Law Programmes, i.e. remove requirement for mathematics on page 21 of document.

This was a typographical error which now been rectified to remove mathematics in line with the full-time law programme.

### **Department Response to the Commendations**

As Head of Department, I am delighted that the panel saw fit to commend the programme and programme team in this regard.



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

**Certificate in Licensing Law and Practice**

September 2019

Title of Award:

Area Of Specialisation:

Date Effective:

Semester	Module Title	Subject status	ECTS		Total Hours						Allocation of marks (%)			
			Level	Number	Lecture	Tutorial	Lab/Studio/ Practical	Online	Independent Learning	Total	Coursework	Final Exam	Total	
	Licensing Law and Practice	M	7	10	24	-	-	-	12	214	250	100	-	100

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



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**Programme Evaluation Report Approved by:**

Carmel Brennan

Carmel Brennan

Chair to Panel

(Assistant Registrar (Quality) GMIT)

Date

8/7/19

Billy Bennett

Billy Bennett

(VP for Academic Affairs and Registrar,

Letterkenny IT)

Date

12/7/19.

