



School Response to Report of Programme Validation Panel

Date: 11th May 2017

Named Award:	Bachelor of Arts (Honours)
Programme Title(s):	BA (Hons) in Culinary Enterprise
Exit Award(s):	n/a
Award Class:	Major
NFQ Level:	8
ECTS / ACCS Credits:	60
First Intake:	September 2017

Panel Members

Mr. Billy Bennett	Chair	Registrar, LYIT
Mr. Gerry Talbot	External Academic	Head of Department of Culinary Arts and Service Industries, GMIT
Mr. Anthony Johnston	External Academic	Head of Department of Hospitality, Tourism and Leisure Studies, AIT
Ms. Dolores O'Connor	External Industry Expert	BE Recruitment
Dr. Breda Brennan	Secretary to Panel	Assistant Registrar, DkIT

Programme Development Team

Dr. Colette Henry, Head of School of Business and Humanities	
Ms. Brianain Erraught, Head of Department of Hospitality	
Mr. Colin Cooney, Head of Department of Business Studies	
Mr. Maria RoddyFreyne	Ms. Karen Commins
Mr. Derick Englishby	Ms. Fiona Oster
Mr. Alan McCabe	Mr. Brian Boyd

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 at Dundalk Institute of Technology to design the following programme:

- BA (Hons) in Culinary Enterprise

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

See programme submission for more detailed information.

3 General Findings of the Validation Panel

The panel commend the team on their engagement with the validation process, on the progression opportunity they are providing for students and on the Programme Assessment Strategy presented.

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

BA (Honours) in Culinary Enterprise

Accredited for the next five academic years or until the next programmatic review, whichever occurs sooner	
Accredited subject to conditions and/or recommendations	X
Re-designed and re-submitted to the same validation panel after additional developmental work	
Not Accredited	

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

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

Condition(s):

- None.

Recommendation(s):

- None.

4.2 Award

<i>Validation Criterion:</i>	Is the level and type of the award appropriate?
<i>Overall Finding:</i>	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.3 Institute Strategy Alignment

<i>Validation Criterion:</i>	Is the proposed programme aligned to the Institute's Strategy?
<i>Overall Finding:</i>	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.4 Entry Requirements

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

Condition(s):

- None.

Recommendation(s):

- The panel recommend that the Institute review the necessity for the 50% GPA entry requirement which currently applies to all programmes, as this potentially limits the viability of this programme.

Response

As this is an institute wide policy the programme team will raise it for discussion in the appropriate forum.

4.5 Access, Transfer and Progression

<i>Validation Criterion:</i>	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?
<i>Overall Finding:</i>	Yes

Condition(s):

- None.

Recommendation(s):

- None.

4.6 Standards and Outcomes

<i>Validation Criterion:</i>	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 (if applicable)?
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<i>Overall Finding:</i>	Yes
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The awards standards requirements for programmes on the NFQ Framework can be found at <http://www.nfq-qqi.com/index.html>

Condition(s):

- Review the programme and module learning outcomes (for draft modules) to ensure they are written at the appropriate level and using measurable active verbs. Approved modules should be reviewed at the next programmatic review.
- Response
Module learning outcomes have been reviewed and where appropriate rewritten to ensure appropriate level and measurable verbs have been used.

Recommendation(s):

- The panel recommend the development of a more focused, programme-specific list of programme learning outcomes.
- Response
The programme learning outcomes have been reviewed and a more discipline focused set of programme learning outcomes has been included

4.7 Programme Structure

<i>Validation Criterion:</i>	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?
<i>Overall Finding:</i>	Yes

Condition(s):

- Ensure that the contact hours in the course schedule are correct and reflect the actual contact hours for the programme (i.e. 16 hours per week in each semester).
- Response
The contact hours have been corrected in the document to reflect the actual delivery.

Recommendation(s):

- Ensure that the programme content reflects the programme title, in particular the culinary focus. This should be more explicit in the module content and learning outcomes. Also consider whether some practical or lab/kitchen elements should be included to embed the culinary environment more completely in the programme.
- Response
The modules have been reviewed and where appropriate a more culinary focus has been included in the module learning outcomes and content. The programme team will give consideration to the inclusion of some element of practical /lab based learning in the programme.

4.8 Teaching and Learning Strategies

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

Condition(s):

- None.

Recommendation(s):

- Articulate the Learning and Teaching Strategy for the programme, outlining the unique approach to learning and teaching for this particular programme, while it is noted that a Department Learning, Teaching and Assessment Strategy was included in the document.
- Response
Learning and teaching strategy as it applies to this programme has been included , see page 28 of the programme document.

4.9 Assessment Strategies

<i>Validation Criterion:</i>	Have appropriate programme assessment strategies been provided for the proposed programme (as outlined in the QQI Quality Assuring Assessment Guidelines for Providers 2013)
<i>Overall Finding:</i>	Yes

Assessment strategies are required in line with QQI's Quality Assuring Assessment Guidelines and should form a substantial part of the documentation to be considered by the programme validation panel. <http://www.qqi.ie/Publications/Quality%20Assuring%20Assessment%20-%20Guidelines%20for%20Providers,%20Revised%202013.pdf>

Accordingly the assessment strategy should address the following:

- 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

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

Condition(s):

- None.

Recommendation(s):

- None.

4.11 Quality Assurance

<i>Validation Criterion:</i>	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?
<i>Overall Finding:</i>	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 Module-Level Findings

Condition(s):

- None.

Recommendation(s):

- Review all reading lists to ensure they are up to date during programmatic review.
- Consider changing the assessment of ‘Creativity and Innovation in Culinary Enterprise’ to 100% continuous assessment.
- Response

All reading lists are currently being reviewed as part of the upcoming programmatic review process

Assessment on the module Creativity and Innovation in Culinary Enterprise has been changed to 100% CA

4.13 Assessment Strategies

<i>Validation Criterion:</i>	Have appropriate module assessment strategies been included in the proposed programme?
<i>Overall Finding:</i>	

Condition(s):

- None.

Recommendation(s):

- None.

4.14 Other Findings

Condition(s)

- None.

Recommendation(s):

- Articulate the graduate attributes and graduate opportunities for learners.
- Response
Additional information has been included in the document.

Validation Panel Report Approved By:

Signed:



Mr. Billy Bennett, LYIT.

Date: 29/8/17