

INSTITUTE OF TECHNOLOGY CARLOW

Academic Council

Programme Planning & Validation Committee

Date: 24th March 2020
Time: 11.15am
Venue: Video and audio conference

COVID-19 Provision of Alternate Assessment Arrangements

The Chair in introducing this item highlighted that Academic Council at its meeting of 12th March had mandated programme boards to derive alternate delivery and assessment strategies. She commended all on the work done in delivering online. She noted the approval by email on 15th March by PPVC of the assessment changes to Brewing and Distilling year 3. She said the focus of the work to produce alternate equivalent assessments must focus on maintaining the integrity of awards and standards.

The Registrar outlined the process by which the alternate equivalent assessment will be approved. He thanked the programme boards for their work to date and noted the excellent engagement of the external examiners. He noted that all programme boards also considered the relevant professional and regulatory bodies' requirements. He thanked the Teaching and Learning Centre (Gina Noonan, Emmett Cullinane and Damien Raftery) for their tremendous work in supporting the move to online delivery and assessment. Guidelines have been issued to programme boards on alternate assessment and external examiners were also trained on what was expected of them.

Following approval by the external examiners, the changes were evaluated by the Registrar's office (Drs Kavanagh and Ryan and Mr Denieffe) to ensure they aligned with the approved programme schedules.

The changes are now being considered by this committee. Upon approval by PPVC, the changes will then go to Academic Council for approval. Governing Body will be asked to formally adopt the policy and principles next week. The intention is to communicate with learners as soon as possible with information emails already sent over the past 10 days. He thanked the Students' Union for their support to date.

In line with QQI guidelines, the Institute will inform QQI of the intended changes and we intend to publish the revised assessment strategies to our website.

Each Head of Department then presented their planned changes to the committee.

a Humanities

Dr Doyle-Walsh outlined the planned changes to assessment in her department. Nearly all external examiners have approved the planned changes. There has been good guidance issued by the relevant professional and regulatory bodies: Kings Inns and CORU.

In relation to CORU, they are satisfied with changes in assessment strategies but professional placement hours (800 hours) must be completed. For our third year Social Care students this means that with placement being postponed, 120 hours remain to be completed once government guidelines permit.

Thomas Drury questioned the scheduling of assessment and Dr Doyle-Walsh outlined how this will work.

The planned changes in Humanities were approved on the proposal of Mr Drury and seconded by Dr Kavanagh.

b Business

Dr Meagher outlined the planned changes in the Department of Business. External Examiners for all modules have approved the changes. He outlined the engagement with the professional bodies in accounting and CIPD. He said they continue to deal with the options for Work Placement.

The planned changes for Business were approved on the proposal of Dr Kavanagh and seconded by Dr Hennessy

c Sports, Media and Marketing

Mr Kelly spoke to the planned assessment changes particularly where subjects have final examinations in his department. All other subjects have CA only requirements and arrangements are already in place for submission of these online. He spoke to the need to factor in provision of examinations for international students across time zones and also accommodation of learners with special examination requirements.

Mr Denieffe outlined the role of Student Services in the latter and asked that the departments factor in for the former when planning exams. Mr Drury queried the practical aspects of some subjects in SMM and Mr Kelly will communicate with the SU on this.

The planned changes for SMM were approved on the proposal of Dr Collins and seconded by Mr Homan.

d Science and Health

Dr Rankin spoke on the successful running of online exams in Brewing and Distilling and some lessons learned. She outlined the revised assessment strategies for her department. Not all external examiners have replied; those that have, have approved the changes. All are expected to reply by tomorrow.

She also noted the challenges of practical assessments particularly in Sports Science and Sports Rehabilitation. These will be deferred until the Institute reopens with possible options in June or early September.

The planned changes for DSH (subject to the approval of External examiners) were approved on the proposal of Dr Davies and seconded by Mr Kelly.

e Computing

Mr Denieffe presented the planned changes in Computing. Dr Kavanagh outlined the process and how issues that arose were addressed. Not all external examiners have replied; those that have, have approved the changes. All are expected to reply by tomorrow. Dr Kavanagh said Computing continue to deal with the options for Work Placement.

The planned changes for Computing (subject to the approval of External examiners) were approved on the proposal of Mr Homan and seconded by Mr Morgan.

f Built Environment and Extended Campus

Mr Homan outlined the planned changes in his department. External Examiners for all modules have approved the changes. He outlined the engagement with the professional bodies with all bar one to fully sign off.

He outlined the challenges for programmes in Extended Campus given the nature of their provision and the cohorts in Aviation, emergency services and Defence Forces. This is being dealt with on a case-by-case basis.

The planned changes for BEEC were approved on the proposal of Mr Kelly and seconded by Dr Collins.

g Wexford

Dr Hennessy outlined the planned changes in the Wexford Campus. External Examiners for all modules have approved the changes and encouraged the use of oral examinations. She outlined the engagement with the professional bodies in accounting. Dr Davies highlighted that in one programme, a module has been deferred until later in the year.

The planned changes for Wexford were approved on the proposal of Dr Hardiman and seconded by Mr Larkin.

h Aerospace, Mechanical and Electronic Engineering

Dr Nolan outlined the planned changes in his department. External Examiners for all modules have approved the changes. He outlined the engagement with the professional bodies in engineering. Dr Hardiman outlined the positive engagement with Engineers Ireland.

Dr Nolan outlined the challenges for the Military Communications Systems programme given the Defence Forces cohort.

The planned changes for AME were approved on the proposal of Mr Meagher and seconded by Dr Davies.

i Lifelong Learning

Dr Collins outlined the planned changes in the Faculty of Lifelong Learning. External Examiners for all modules have approved the changes.

He said there has been good engagement with the connected departments of Business, Humanities and AME. Lifelong Learning only exams will run in April and May.

The planned changes for Lifelong Learning were approved on the proposal of Mr Kelly and seconded by Dr Hardiman.

j Other

Dr Doyle-Walsh asked that guidance on online exams would be issued including declarations. Mr Denieffe said this would be issued by the Teaching and Learning Centre in the coming days.

Mr Drury asked that provision of online open book exams instead of our 'standard' terminal examinations would happen within the window May 6th to May 18th.

Mr Denieffe outlined that where an online exam replaces the 'standard' terminal examination that this would happen within the window above. In the case of other exams such as those in LLL in April these could also happen in the windows originally planned. If other forms of assessment are replacing exams, then these can happen outside the 'typical exam window' but in a scheduled manner.

In closing the meeting, Dr Mulcahy once again thanked all for their work at this challenging time wished good health to all.