

CERTIFICATE OF VALIDATION

New validation

Programme State: **New**

Provider Name	IBAT College Dublin
Date of Validation	03-Dec-20

	First Intake	Last Intake	Intakes pre annum
Enrolment Interval	01-Sep-21	01-Sep-25	2

	Code	Title	Award	Full Time Duration (months)	Part Time Duration (months)	Annual Intakes
Principal Programme	PG24379	Bachelor of Business in .	Bachelor of Business in .	36	54	2
Embedded Programme	PG24384	Higher Certificate in Business	Higher Certificate in Business	24	36	1

Principal Programme

5 Year Plan: Planned total enrolment i.e. aggregated across all intakes and all approved centres

	Year 1	Year 2	Year 3	Year 4	Year 5
Minimum Intake into first year	34	34	34	34	34
Maximum Intake into first year	125	125	125	125	125

Target Learner groups	This programme is designed for: • Prospective learners intending to pursue a career in business or management, • Those intending to start their own business • Those wishing to pursue a general higher education programme to develop real-world skills, in a supportive academic environment. This programme should be attractive to: • School leavers • Those graduating from FET programmes • Mature students • Those returning to the workforce after a period of absence or unemployment • International learners • Those living in Ireland holding an non Irish qualification
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Brief Synopsis of the programmes

Who it is for: The proposed Bachelor of Business programme is targeted at school leavers and mature learners wishing to undertake further study in business. Those in employment seeking advancement or a career change can take the programme part time.

What it is for: The programme is designed to provide a structured business and management education that provides a solid foundation for employment and advancement within a variety of business environments.

What is involved for Learners: Learners will study a variety of business modules which will provide the future framework for the continued professional development of the graduate. The learners will focus on applied business themes which include management and organisation, (including, marketing, accounting, finance, HR, entrepreneurship operations, strategy), regulatory environment, ICT and economics. This will develop relevant graduate knowledge and integration of concepts across a variety of areas within business.

The programme is delivered over three academic years in full time and four and a half years in the part-time mode.

Progression through the programme will ensure learners become increasingly self-confident and capable of managing their own learning experiences. Graduates will have developed self-confidence and ability to work in diverse environments and communicate effectively in variety of contexts in order to prepare them for work within a business support and/or junior management role.

The programme was designed as a coherent programme with skills for self-development and employment embedded and measured throughout the programme.

Proposed modules, per stage, are:

Stage 1: Principles of Business and Management, Introduction to Accounting, HRM and the Intercultural Workplace, Marketing Fundamentals and Applications, IT Fundamentals and Skills, Business Mathematics and Academic Skills Development.

Stage 2: Operations and Supply Chain Management, Cost and Management Accounting, Consumer Behaviour, Market Research, Principles of Law, Business Information Systems, Technology Innovation, Statistics for Business, Economics For Business and Effective Communications for Business.

Award Stage: Applied Project Management, International Business, Financial Management, Talent Resourcing and Development, Employee Relations, Integrated Marketing Communications and Advertising, Digital Marketing, Employment and Business Law, Business Intelligence, Innovation and Entrepreneurship, Business and Personal Ethics.

Digital Skills Learning and Assessment on the programme will require the course participants to engage with technology and develop their digital skills.

The Programme is applied in nature and assessment requires learners to effectively mimic what will occur in the workplace. Learners will be required to use a range of digital skills and demonstrate their ability to use spreadsheets and word processing tools in producing their answers just as they would use these tools in the workplace.

Learners will also receive formal tuition on the regulatory and ethical aspects of the new digital age which will include topics such as data protection and cyber security.

Transversal Skills and Management and Leadership Skills

The areas of transversal skills, management, leadership skills development are covered in the programme and examinable syllabus e.g. adopting communications method to different situations (Effective Communications for Business), cultural awareness and how they impact on work place relations (HRM and the International Workplace), developing a talent resourcing and development plan (Talent Resourcing and Development).

In addition to the above, career focused application workshops will be delivered by industry personnel in the area of the Future of Work and emerging career progression opportunities in business and management.

What it leads to: Graduates can move into a variety of roles within the sector. Possible roles for graduates from this programme include HR generalist, business support, business administration, sales support, marketing assistant, business analyst, business development officer, self-employed in entrepreneurship, financial support officer, accounting support officer.

Graduates can also apply for one-year add-on Honours Bachelor degree programmes

In summary, the course provides a solid grounding in fundamental business concepts, ideas, practices and methodologies and leads to a level 7 award recognised worldwide.



Delivery mode: full-time / part-time	Full Time
Teaching and Learning Modes	1. Directed Learning 2. Group Discussions 3. Group Discussions/Interactions 4. Lectures / Classes 5. Other 6. Practical/workshop/Laboratories/studio sessions 7. Self Directed Learning 8. Tutorials 9. Tutorials/One on one supported learning 10. Workshops
Approved Countries	Ireland
Physical resource requirements	IBAT College Dublin has invested in a range of facilities and resources to support the delivery of this proposed programme, and all of those offered at the College. IBAT College Dublin is committed to the College's on-going development. The Wellington Quay campus is the location for the provision of English Language, higher education (HE) and professional Programmes. Currently there are four classrooms allocated for the provision of HE: • Debating Chamber (capacity 37) • Auditorium (capacity 98) • Room 204 (capacity 42) • Room 205 (capacity 55). Computer Laboratories: • 301 (capacity 22) • 302 (capacity 40) • 305 (capacity 28). As the HE programmes recruit more students, the English Language School will complete the move to the English Language Campus and rooms will revert back to HE. The capacity plan is detailed in section 8. In the second semester of the academic year 2020/2021 the capacity for undergraduate provision (three stages of the existing BA Honours in Business, and Stage 1 of this proposed Bachelor of Business) will require: • Three rooms with a capacity of 75 each • Two rooms with a capacity of 50 each • Two additional group work rooms - 25 seats each • Three computer labs – 25 seats each This will increase as new programmes are developed and existing programmes move into delivery of multiple Stages. See section 8 for details of; labs, common rooms, open access PCs, meeting rooms and library. All rooms which are used for higher education programme provision have: - Access to notice boards to present learners' work, and to communicate with learners - Desktop PC/Laptop with projector and sound as well as internet access - Been configured to support programme provision with suitable desks for study - A whiteboard facility and markers. - NOTE: All physical resources are currently being assessed and adapted for the return of learners when the College re-opened after the Covid Pandemic. Health and Safety is the priority.



Staff Profiles	Qualifications and Experience	WTE
	All 4 librarians hold a Masters Degree. Head Librarian has over 20+ years experience	3
	A lecturer for any module is normally required to have a qualification above the level at which they are being appointed to teach, the minimum academic criteria are set at: • An honours degree (2.2 or higher) in a relevant Level 8 programme (NFQ), or equivalent in a discipline relevant to modern business practice • Three years' relevant post-qualification experience. • Excellent communication and presentation skills. Desirable: • A qualification in teaching and learning. • Relevant teaching, course design, and/or research experience. • Supervision of projects at undergraduate level and possibly postgraduate level.	18
	Doctoral qualification 30+ years higher education experience Recognised Bologna expert, particularly regarding transnational education	1
	Doctoral Qualification 20+ years in higher education Senior lecturer experience	1
	Doctoral qualification 25+ years experience (16 in higher education)	1
	Masters Degree holder 5+ years education experience	1
	Degree Holder 5+ years experience	1

Approved Centres	Centre	Minimum Number of learners per intake per Centre	Maximum Number of learners per intake per Centre
	382061 IBAT College Dublin	34	125

Learner Teacher Ratios	Learning Activity	Ratio
	Classroom Delivery (face-to-face) Maximum: There will be a maximum of 50 learners to one lecture in	1.50
	Practical Classes (e.g. IT Laboratories) Maximum: There will be a maximum of 25 learners to one lec	1.25
	Tutorials	1.25

Programme being replaced by this programme	Prog Code	Programme Title	Validated	To Close
	N/A	N/A		

Embedded Programme

 Programme State: **Validated**

Code	Title	Award	Full Time Duration (months)	Part Time Duration (months)	Annual Intakes
PG24384	Higher Certificate in Business	Higher Certificate in Business	24	36	1



5 Year Plan: Planned total enrolment i.e. aggregated across all intakes and all approved centres

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Brief Synopsis of the programmes	The Higher Certificate is an exit award from the proposed Bachelor of Business programme. The programme is designed to provide a structured business and management education that provides a solid foundation for employment and advancement within a variety of business environments. What is involved for Learners: Learners will study a variety of business modules which will provide the future framework for the continued professional development of the graduate. The learners will focus on applied business themes which include management and organisation, (including, marketing, accounting, finance, HR, entrepreneurship operations, strategy), regulatory environment, ICT and economics. This will develop relevant graduate knowledge and integration of concepts across a variety of areas within business. Proposed modules, per stage, are: Stage 1: Principles of Business and Management, Introduction to Accounting, HRM and the Intercultural Workplace, Marketing Fundamentals and Applications, IT Fundamentals and Skills, Business Mathematics and Academic Skills Development. Stage 2: Operations and Supply Chain Management, Cost and Management Accounting, Consumer Behaviour, Market Research, Principles of Law, Business Information Systems, Technology Innovation, Statistics for Business, Economics For Business and Effective Communications for Business. Digital Skills Learning and Assessment on the programme will require the course participants to engage with technology and develop their digital skills. The Programme is applied in nature and assessment requires learners to effectively mimic what will occur in the workplace. Learners will be required to use a range of digital skills and demonstrate their ability to use spreadsheets and word processing tools in producing their answers just as they would use these tools in the workplace.
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Delivery mode: full-time / part-time	Full Time
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**Teaching and Learning
Modes**

1. Directed Learning
2. Group Discussions
3. Group Discussions/Interactions
4. Lectures / Classes
5. One-on-One Sessions
6. Other
7. Practical Sessions
8. Self Directed Learning
9. Tutorials
10. Tutorials/One on one supported learning
11. Workshops

Approved Countries

Ireland

**Physical resource
requirements**

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Conditions of Validation of the Programmes Covered by this Certificate of Validation

Part 1: Statutory Conditions of Validation

The statutory (section 45(3) of the 2012 Act) conditions of validation are that the provider of the programme shall:

1. Co-operate with and assist QQI in the performance of QQI's functions in so far as those functions relate to the functions of the provider,
2. Establish procedures which are fair and consistent for the assessment of enrolled learners to ensure the standards of knowledge, skill or competence determined by QQI under section 49 (1) are acquired, and where appropriate, demonstrated, by enrolled learners,
3. Continue to comply with section 65 of the 2012 Act in respect of arrangements for the protection of enrolled learners, if applicable, and
4. Provide to QQI such information as QQI may from time to time require for the purposes of the performance of its functions, including information in respect of completion rates.

Part 2 Conditions of Validation Established by QQI Under section 45(4)(b) of the 2012 Act)

Part 2.1 Condition of Validation Concerning a Change in the QQI Award or Award Standard

1. Where QQI changes an award title, an award specification or an award standard that a programme depends upon, the provider shall not enrol any further learners on the affected programmes unless informed otherwise in writing by QQI (e.g. by the issue of a revised certificate of validation). The programme is considered validated for learners already enrolled on the affected programme.

Part 2.2 Condition of Validation Concerning the Duration of Enrolment

1. The duration of enrolment is the interval during which learners may be enrolled on the validated programme.

Validation is determined by QQI for a specified number of years of enrolment appropriate to the particular programme as indicated on the certificate on validation subject to unit 9.2.1. It is a condition of validation that the programme does not enrol any new learners outside this interval. A typical duration would be five years.

If a provider wishes to continue to enrol learners to the programme beyond this interval the provider must arrange in good time for it to be validated again by QQI, or exceptionally the provider may apply for extension of the duration of enrolment (unit (14)). In this context the provider may apply for validation of the programme from first principles or, alternatively, the provider may avail of the process for revalidation (unit (13)) by QQI.

Part 2.3 General Condition of Validation

The provider of the programme shall:

1. Ensure that the programme as implemented does not differ in a material way from the programme as validated; differing in a material way is defined as differing in any aspect of the programme or its implementation that was material to QQI's validation criteria.
2. Ensure that the programme is provided with the appropriate staff and physical resources as validated.
3. Implement in respect of the programme its written quality assurance procedures (as approved by QQI).
4. Make no significant change to the programme without the prior approval of QQI. (See unit (8)).
5. Unless otherwise agreed by QQI in writing, start implementing the programme as validated and enrol learners within 18 months of validation.
6. Continue in respect of the validated programme to comply with section 56 of the 2012 Act in respect of procedures for access, transfer and progression.
7. Implement the programme and procedures for assessment of learners in accordance with the Approved Programme Schedule and notify QQI in writing of any amendments to this arising from changes to the programme; see unit (9).
8. When advertising and promoting the programme and awards, use the programme title as validated, and the correct QQI award title(s), award type(s) and award class(es) indicating the level of the award(s) on the National Framework of Qualifications.



9. Adhere to QQI regulations and procedures for certification.

10. Notify QQI in writing without delay of: a. Any material change to the programme; a. Anything that impacts on the integrity or reputation of the programme or the corresponding QQI awards; b. Anything that infringes the conditions of validation; or c. Anything that would be likely to cause QQI to consider reviewing the validation.

11. Notify QQI in writing to determine the implications for the provider's validated programmes, where the provider is likely to, or planning to, merge (amalgamate) with another entity or to acquire, or be acquired by, another entity (see unit (12.5)) .

12. Report to QQI, when required or requested, on its implementation of the programme and compliance with the conditions of validation.

Part 2.4 General Condition of Validation Arising from Specialised Validation Policy and Criteria

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Part 2.5 Special Conditions of Validation