

1.	Title of Programme(s): (incl. Award Type and Specify Embedded Exit Awards)	Certificate in Family Business
2.	NFQ Level(s)/ No. ECTS:	6 30 ECTS
3.	Duration:	1 Year (2 semesters)
4.	ISCED Code:	0410
5.	School / Centre:	Business
6.	Department:	Enterprise and Technology
7.	Type of Review:	Special Purpose Award
8.	Date of Review:	25 th February 2020
9.	Delivery Mode:	Online
10.	Panel Members:	Mr Diarmuid O’Conghaile (Chair) Mr Eugene McCarthy Mr Turlough Rafferty, iHub Manager Carmel Brennan (Secretary) Note: Ms Ita Kelly was unable to attend this validation panel but submitted detailed comments to the panel which formed part of discussions.
11.	Proposing Staff:	Prof Graham Heaslip Mr Ivan McPhillips Mr John Byrne Ms Eilis McNulty Ms Laura Hegarty
12.	Programme Rationale:	Family businesses can be found in every sector of the Irish economy. Running a family business in Ireland brings unique challenges which can affect their chances of survival. The aim of this Certificate in Family Business is to stimulate the maintenance, establishment and growth of family owned enterprises in the West of Ireland through developing entrepreneurial competencies in key areas. The certificate is targeted at those involved in family enterprises, including owners and managers of family businesses, family members and full-time and part-time staff working in these enterprises.

		<p>This course will provide Family Enterprises with a good understanding of the entrepreneurial competencies needed to stimulate the maintenance, establishment and growth of family owned enterprises in Ireland.</p> <p>A study performed by the European Commission estimates that 75% of all businesses in Ireland are family enterprises. There are approximately 200,000 Irish family enterprises in Ireland and they employ 40% to 50% of the private sector workforce.</p>
13.	Potential Demand for Entry:	This programme will accept up to 50 students.
14.	Stakeholder Engagement:	<p>Primary research in the form of face to face interviews and telephone conversations was undertaken with twelve family businesses based in Galway city and county, Mayo and Roscommon. These family entrepreneurs were operating their business in the following sectors: Fast food franchising, office supplies, app development, health care, management services, leisure sector, adventure sports, interior design, building materials, cultural tourism, wholesaling and fashion retailing. They were consulted in relation to the market for the programme, the design of the programme and its optimal delivery.</p>
15.	Graduate Demand:	This programme is an upskilling programme to improve participants knowledge and skills in order to enhance their family business.
16.	Entry Requirements, Access, Transfer & Progression:	<p>Minimum Entry Requirements</p> <p>Minimum Leaving Certificate entry requirement are grade O6/H7 or better in 5 Leaving Certificate subjects including Mathematics and English or Irish with a minimum of 160 points.</p> <p>OR</p> <p>a pass in any QQI FET major award at level 5 or 6 under the National Framework of Qualifications, in any discipline or be over 23 years of age.</p> <p>English Language Requirements</p> <p>English Language Requirements will be as determined by GMIT and as published in the Access, Transfer and Progression code. The current requirements are as follows: Non-EU applicants who are not English speakers must have a minimum score of 5.5 (with a minimum of 5.0 in each component) in the International English Language Testing</p>

		<p>System (IELTS) or equivalent. All results must have been achieved within 2 years of application to GMIT. EU applicants who are not English speakers are recommended to have a minimum score of 5.5 (with a minimum of 5.0 in each component) in the International English Language Testing System (IELTS) or equivalent.</p> <p>Recognition of Prior Learning GMIT is committed to the principles of transparency, equity and fairness in recognition of prior learning (RPL) and to the principle of valuing all learning regardless of the mode or place of its acquisition. Recognition of Prior Learning may be used to gain entry to this programme and gain credits and exemptions from programme modules after admission (to a 50% of credits maximum). Academic Code of Practice No. 6 outlines the policies and procedures for the Recognition of Prior Learning. Guidance for applicants is provided on myexperience.ie</p> <p>Application Route Applications are directly to the college.</p> <p>Selection Applicants will be offered places in decreasing order of performance until all available places are exhausted following the initial application deadline. Thereafter, if additional places remain unfilled, offers will be made to eligible applications until all places are filled. 5% of places are reserved for mature applicants.</p>
17.	Programme Structure:	Three 5 ECTS modules per semester.
18.	Learning, Teaching & Assessment Strategies:	<p>The programme is designed such that it can be delivered online. Teaching materials will be available online, and exercises and projects can be submitted electronically. Learning materials include, but are not limited to, slide presentations (some with voice-over), videos, reference materials, case-studies, journal articles and typed notes. One of the primary delivery mechanisms for learning material is asynchronous online videos. All videos are pre-recorded so they can be viewed at a time that suits the student. The learning materials for each module will be delivered on a staged basis during the week.</p> <p>Special consideration is given to student engagement for online students. The students can then interact with the lecturer via, for example, lecture / practical / tutorial</p>

		<p>sessions, webinars, online discussion forums, live (remote) audio-visual sessions, and online chat sessions.</p> <p>Lecturers will design assessments appropriate to the national standards to accurately measure student’s skills and knowledge, and to give assurance to external stakeholders. Assessment criteria will be made explicit to students ensuring transparency and clarity of expectations. Authentic assessment is used where possible to reflect industry scenarios and tasks that graduates will be expected to complete. Students will be required to take a professional approach in relation to projects and completion of other assessment items. The programme board shall ensure that the following core transferable skills will be assessed regularly throughout the programme:</p> <ul style="list-style-type: none"> • Numeracy • Critical Thinking • Problem Scoping and Problem Solving • Report Writing • Project Management and Completion
19.	Resource Implications:	Teaching resources of 12 hours per week are required to deliver the programme.
20.	Synergies with Existing Programmes:	None
21.	Findings and Recommendations:	<p>General:</p> <p>The panel are satisfied that the programme is appropriate and offers benefits to the targeted participants, and consequently approve the programme subject to the recommendations (3) below. Given the proposed timing of the delivery of this programme, issues surrounding staffing, the timing of induction, the release of results and the feasibility of fitting in the requisite number of weeks need to be planned and managed carefully.</p> <hr/> <p>Recommendations of the panel in relation to award sought:</p> <ol style="list-style-type: none"> 1. Improve the wording of Programme Learning Outcomes removing phrases such as ‘ be able to’ and ‘have’ at the start of sentences. 2. Pre-record student induction sessions if feasible and/or ensure that students unable to attend are not disadvantaged. 3. Connect with the Local Enterprise Offices, WDC, Leader etc. to promote the programme and to identify potential participants.

22.	FAO: Academic Council:		
		Approved:	
		Approved subject to recommended changes:	X
		Not approved at this time:	
	Signed:		
		Chair	Secretary