



SOUTH EAST TECHNOLOGICAL UNIVERSITY

COURSE EVALUATION 2

ASSESSORS' REPORT TO ACADEMIC COUNCIL

COURSE EVALUATED: Certificate in Business Systems Analysis
(Minor Award, Level 8, 25 credits *linked to* Higher Diploma in
Science in Business Systems Analysis)

FACULTY: Science and Computing

DEPARTMENT: Computing and Mathematics

1. INTRODUCTION

The following is a review report to Academic Council from the panel of assessors on the proposal from the Faculty of Science and Computing at South East Technological University to develop a Certificate in Business Systems Analysis (Minor Award, Level 8, 25 credits *linked to* Higher Diploma in Science in Business Systems Analysis). In accordance with the regulations governing the evaluation of new programme proposals, as set out in the South East Technological University *Programme Quality Assurance Enhancement Policy and Procedures*, the programme proposal was reviewed by a panel of assessors.

The panel of assessors who contributed to this report were:

- Ciaran Lynch, Former Development Manager, Limerick Institute of Technology (Chair)
- Jamie Clerkin, IT Manager, Store All, Waterford
- Dr Richard Coady, Academic Council Representative, South East Technological University
- Shane Corbett, Senior Principal Product Manager (Director), Product Management, Sun Life
- Prof. Tiziana Margaria, Chair of Software Systems, Faculty of Science and Engineering, University of Limerick
- Dr Colette Moloney, Assistant Registrar, South East Technological University

In accordance with the regulations set out in the aforementioned *Programme Quality Assurance Enhancement Policy and Procedures*, a review meeting took place on 16 June 2025. The review meeting was conducted virtually via Teams. In the course of the meeting, the panel of assessors met with the programme development team. The following members of the South East Technological University team were present:

- Dr Alan Davy, Head of Department of Computing and Mathematics, South East Technological University
- Laura McGibney, Online Engagement Advisor, Department of Computing and Mathematics, South East Technological University
- Bernie McKeown, Lecturer, Department of Computing and Mathematics, South East Technological University
- Dr Brenda Mullally, Lecturer, Department of Computing and Mathematics, South East Technological University

- Rosemary Shanahan, Lecturer, Department of Computing and Mathematics, South East Technological University

The assessors wish to thank the members of the development team for engaging generously and openly with the review process.

2. SUMMARY RECOMMENDATIONS AND CONDITIONS

2.1 General Remarks

The panel commends the Faculty on their innovative online engagement support structure for learners and on proposing a programme to meet an identified skills need in the sector. The panel **recommends approval of the Certificate in Business Systems Analysis** (Minor Award, Level 8, 25 credits *linked to* Higher Diploma in Science in Business Systems Analysis) until the next Review in the Faculty of Science and Computing. **Approval is conditional on the submission of a revised programme document that takes account of the conditions and recommendations outlined below; and the submission of a summary document describing the responses and actions of the Faculty to address the conditions and recommendations made by the review panel.**

Areas for attention have been emboldened in the text for convenience of reference. Action is required on items marked ‘Conditions’ and such action is mandatory if the programme is to be approved; action is highly recommended on items marked ‘Recommendations’.

2.2 Conditions

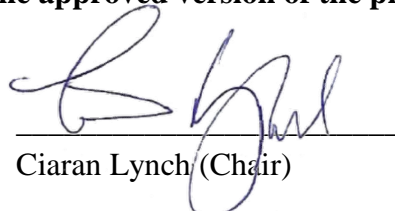
- In discussion with the panel, the team indicated that the entry requirements for the proposed Certificate would be an Honours Bachelor degree in any discipline. **The entry requirements, as stated in the programme document, should be amended to reflect the discussion at the panel meeting and give the entry requirements as a Level 8 Honours degree, or equivalent, in any discipline. The reference to applicants with a Level 7 qualification with a significant ICT component qualifying for entry under Recognition of Prior Learning (RPL) should be removed;** the RPL route is available to all applicants who do not meet the Level 8 entry requirement on the basis of certified learning but who may have equivalent experiential learning, or a combination of experiential and certified learning.

- **The team should review the programme aims and outcomes, and the transfer, progression and career pathways available to graduates to better reflect the nature, credit volume and curriculum of the proposed programme.** A Project Manager role, for instance, is proposed as a graduate career pathway (p. 1) although there is no project management module included on the programme. The linked Major Award, the Higher Diploma in Science in Business Systems Analysis, is not mentioned in the ‘Progression Opportunities and Transfer Pathways’ section (p. 10) while the MSc in Information System is highlighted as an ‘ideal progression option’ for graduates even though graduates would not be admitted to the identified Masters programme solely based on this certificate.
- **The programme learning outcomes should be mapped to the Level 8 Award Standards to ensure that the programme is at the appropriate level. Programme learning outcome number two should be omitted or revised as the breath and criticality of learning proposed would not be achievable given the nature and credit volume of the programme.** Currently, the mapping of module to programme learning outcomes proposes that all programme learning outcomes are achievable by individual modules (e.g. all programme learning outcomes will be achieved by completing the single 5-credit ‘Software Validation and Evolution’ module). **A more considered and conservative mapping of module learning outcomes to the revised programme learning outcomes should be undertaken to ensure that learners will achieve the programme outcomes on successful completion of all modules, rather than achieving the programme outcomes on the basis of completing a single module. The wording used in the programme learning outcomes should be reviewed to ensure that all are articulated as outcomes achieved on completion of the programme.** It is stated in programme learning outcome one, for instance, that on completion of the programme a learner will ‘Develop a knowledge and understanding...’ whereas a programme outcome should be measurable and achieved by the learner when the programme is complete
- From the modules selected for the programme, it is clear that systems analysis is at the core of the delivery with an emphasis on practical skills, rather than theory. **In the delivery of the certificate modules, however, the team should look for opportunities to introduce the relevant components of topics covered in the linked Higher Diploma programme e.g. project & change management, UI, UX and web design.**

2.3 Recommendations

- In discussion with the panel, the team mentioned that learners would be invited to an on-site event(s). **The team should include a discussion of the nature, format and content of the proposed on-site event(s) in the document.**
- **The team should take this opportunity to ensure that all reading lists include the most relevant and current reading material and the latest editions of same.**
- **Given that the programme is now delivered online, the team should review the terminology used to describe assessment types to ensure that it reflects the nature of the assessment proposed for an online programme and that it is appropriate to the area of learning** e.g. in-class assessment is presumably no longer held in a physical classroom and the use of an ‘essay’ as an assessment type is not an accurate term for what is proposed.
- **The Faculty should engage with industry in the sector with a view to enhancing the learner experience and supplementing the learning through industry contribution to learning e.g. guest lectures, talks, workshops *et cetera*.**
- The panel noted that the module titles listed on the SETU website for the parent programme, the Higher Diploma in Science in Business Systems Analysis, are not consistent with the approved titles of the modules. **The team should ensure that the description of the programme, including module titles, on the website and all other publicity documentation and student handbooks, for both the Higher Diploma in Science in Business Systems Analysis and the Certificate in Business Systems Analysis, is consistent with the approved version of the programme.**

Signed:



Ciaran Lynch (Chair)

Date:

14/07/2025