



# Institute of Technology Tralee

## Annual Report 2010/2011



Ireland's EU Structural Funds  
Programmes 2007 - 2013  
Co-funded by the Irish Government  
and the European Union



**HEA**  
Higher Education Authority  
An tÚdarás um Ard-Oideachas

 **ENTERPRISE  
IRELAND**

## Table of Contents

Chairman's Report .....	<b>3</b>
President's Report .....	<b>4</b>
Governing Body .....	<b>5</b>
Academic Council.....	<b>7</b>
Senior Management .....	<b>9</b>
Development Report .....	<b>11</b>
Centre for Educational Development.....	<b>29</b>
Estates Office.....	<b>33</b>
School of Business & Social Studies.....	<b>36</b>
School of Engineering & Construction Studies.....	<b>40</b>
School of Science & Computing.....	<b>43</b>
Library Report .....	<b>45</b>
Programmes .....	<b>50</b>
External Examiners .....	<b>53</b>
Student Statistics .....	<b>60</b>
Student Services Report .....	<b>63</b>
Human Resources Report.....	<b>70</b>
Financial Report.....	<b>71</b>
Statutory Obligations & Notices .....	<b>75</b>
Other News.....	<b>77</b>

The Institute acknowledges the contribution of the Department of Education and Science and the European Union for their support and funding.

Bheireann an Coláiste míle buíochas don Rionn Oideachais agus Eolaíochta agus don Aontas Eorapach as ucht a dtachaoícht idir airgid agus eile.

## Chairman's Report



2010/2011 has been another successful year for the Institute of Technology Tralee.

I am delighted to announce that the Minister for Education & Skills has re-appointed me as Chairman of the Governing Body at IT Tralee for a further five years with effect from the 28<sup>th</sup> February 2011. I look forward to working with the Governing Body and Institute Staff during my new term of office.

I would like to wish all the staff who retired from service during the year the very best of luck with their future endeavours.

The Medical Commencement Programme is going from strength to strength as well as the increase in the number of students choosing to study at IT Tralee from abroad. The international student population is becoming very diverse and this can only enhance any student's college experience.

Tá súil agam go leanfaimid orainn ag fás agus ag forbairt sna blianta atá romhainn agus go mbeidh torthaí breátha ár saothair againn i gcónaí.

**Mr. Flan Garvey**  
**Chairman**

## President's Report



I am pleased to present the Annual Report for the year 2010/2011.

I would like to take this opportunity to thank the former President of IT Tralee, Mr. Michael Carmody, for all his hard work and commitment to the Institute over the years and wish him the very best in his new role as President of Galway Mayo Institute of Technology (GMIT).

The Higher Education Sector is facing many challenges. The publication of the National Strategy for Higher Education to 2030, will involve many changes for the Third Level Sector. Here at IT Tralee we will look at reform as an opportunity and the possibility of IT Tralee gaining University Status in the form of a Technological University.

The Institute is looking at developing a Sports Academy to enhance the many developments the Institute has achieved over the past number of years. This project is in its infancy but, if successful, will be of huge benefit to the Institute and other stakeholders.

I look forward to working with the Governing Body and Staff of the Institute in my role as President over the coming years and would like to wish those who retired from the Institute over the past 12 months the very best of luck.

Arís be mhaith liom míle buíochas a ghabháil le gach éinne a bhí ag obair san Institúid le linn na tréimhse ó Mheán Fomhair 2010 go Lúnasa 2011.

**Dr. Oliver Murphy**  
**President**

## Governing Body

The composition of the Governing Body of the Institute of Technology Tralee is determined by the Regional Technical Colleges Act (1992) and the Institute of Technology Act 2006. The Governing Body comprises of 19 members. The Governing Body's term of office commenced on the 1<sup>st</sup> April 2010 and will run for a five-year term.

### Governing Body 2010/2011

Mr. Flan Garvey	Chairman
Mr. Michael Carmody	President (to April 2011)
Dr. Oliver Murphy	President

Six VEC nominees under Section 6 (4) (a) and (b) of the Regional Technical Colleges Act (1992):

Cllr. Terry O'Brien	Kerry Education Service (-the VEC in Kerry)
Cllr. Brendan Griffin	Kerry Education Service (-the VEC in Kerry) (to May 2011)
Cllr. Seamus Cosai Fitzgerald	Kerry Education Service (-the VEC in Kerry) (from July 2011)
Dr. Barney O'Reilly	Kerry Education Service (-the VEC in Kerry) (to December 2010)
Ms. Ann O'Dwyer	Kerry Education Service (-the VEC in Kerry) (from January 2011)
Cllr. Mairead Fernane	Kerry Education Service (-the VEC in Kerry)
Cllr. Mary Jackman	Co. Limerick VEC
Cllr. Peter Considine	Co. Clare VEC

Mr. Andrew McCarthy	Irish Congress of Trade Unions
Mr. Don Toomey	Engineers Ireland

Four nominees under Section 6 (4) (1) (g) of the Regional Technical Colleges Act (1992):

Ms. Bernie McCaffrey	KDYS Youth Centre (April 2010 – November 2010)
Mr. Tim O'Donoghue	KDYS Youth Centre (effective January 2011)
Ms. Aoife O'Brien	IBEC
Ms. Monica Sheehan	Health Service Executive
Ms. Harriet Cotter	Enterprise Ireland

Under Section 4 (3) of the Regional Technical Colleges Act (1992):

Mr. David Scott	President Students' Union (period to 30/6/11)
Ms. Katie Ní Shitigh	Student's representative (period to 30/6/11)
Mr. Tony Murphy	Admin / Technical staff representative

No academic staff representatives were put forward for nomination.

A total of 16 meetings were held on the following dates :

9<sup>th</sup> September 2010\*

27<sup>th</sup> September 2010

3<sup>rd</sup> November 2010

15<sup>th</sup> December 2010

10<sup>th</sup> January 2011\*

13<sup>th</sup> January 2011\*

19<sup>th</sup> January 2011

2<sup>nd</sup> February 2011

15<sup>th</sup> March 2011

5<sup>th</sup> April 2011\*

13<sup>th</sup> April 2011

11<sup>th</sup> May 2011

1<sup>st</sup> June 2011

4<sup>th</sup> July 2011

22<sup>nd</sup> July 2011

15<sup>th</sup> August 2011\*

\* Denotes meeting held by President and Chairman under Section 12 of the Institutes of Technology Act 2006.

## Academic Council

### Introduction

The Academic Council of the Institute of Technology, Tralee is a statutory body whose functions are defined in Section 11 of the 1992 Regional Technical Colleges Act and Section 3 of the Institutes of Technology Act 2006.

The Academic Council prepares an Annual Report so that staff and other interested parties are better informed of its activities and to provide a formal record of such activities.

### Membership

The members of the Academic Council are appointed by the Governing Body for a three year term of office. New members were appointed to the Academic Council on 1<sup>st</sup> January, 2010. Their term of office will finish on 31<sup>st</sup> December, 2013. The membership consists of ex-officio members, elected academic staff members and student members.

### Membership of Academic Council from 1<sup>st</sup> January, 2010

	<b>Ex-officio Members</b>
<b>President</b>	Mr. Michael Carmody (Chairperson)
<b>Registrar</b>	Dr. Oliver Murphy (Secretary)
<b>Head of Development</b>	Dr. Jerry Clifford
<b>Heads of School</b>	Business & Social Studies: Ms. Kay Fitzgerald Engineering & Construction Studies: Mr. John Murphy Science & Computing: Mr. Seamus O'Shea
<b>Heads of Department</b>	Humanities: Ms. Aisling Sharkey Business Informatics: Ms. Mary Lucey Hotel, Catering & Tourism & Business Studies: Ms. Mary Rose Stafford Civil Engineering & Construction Studies: Mr. Tim Segal Health/Fitness & Leisure Studies: Dr. Michael Hall Computing and Biological & Pharmaceutical Sciences: Dr. Noel Mulligan Nursing & Healthcare Studies: Dr. Gary Brown
<b>Librarian</b>	Mr. Pat Doherty

**Elected Academic Staff - School of Business & Social Studies**

Ms. Kristin Brogan  
Mr. Feargus Dunne  
Ms. Jacqueline Gavaghan  
Ms. Aileen Kennedy  
Mr. Gerard O'Brien

**Elected Academic Staff - School of Engineering & Construction Studies**

Dr. Brendan Guilfoyle  
Mr. Michael O'Callaghan  
Mr. Chris O'Donoghue  
Mr. Con O'Regan  
Mr. Sean O'Mahony

**Elected Academic Staff - School of Science & Computing**

Mr. Paul Collins  
Dr. John Corr  
Ms. Eimear Foley  
Ms. Susan Hudson  
Mr. Owen Mackessy

**Student Members:** Mr. David Scott, President of Students' Union (2010/2011)  
Mr. Michael Thompson, Vice-President Education (2010/2011)

**Schedule of Meetings:**

The Academic Council meets on a bi-monthly basis between September and June. Its four sub-committees meet as required throughout the year. The Council has agreed to hold joint meetings with the Governing Body on a bi-annual basis. The following meetings of the Academic Council were held during 2010/2011:

27<sup>th</sup> September, 2010  
18<sup>th</sup> October, 2010  
8<sup>th</sup> November, 2010  
7<sup>th</sup> March, 2011  
17<sup>th</sup> June, 2011

**Joint Academic Council / Governing Body Meetings:**

No meetings held in AY2010/2011.



## Senior Management

President (ended April 2011)	Mr. Michael Carmody
President (effective June 2011)	Dr. Oliver Murphy
Registrar (ended June 2011)	Dr. Oliver Murphy
Registrar (effective August 2011)	Dr. Michael Hall
Secretary/Financial Controller	Mr. Donal Fitzgibbon
Head of Development (ended September 2011)	Dr. Jerry Clifford
Head of Development (effective August 2011)	Ms. Brid McElligott
Head of School of Science & Computing	Mr. Seamus O'Shea
Acting Head of Department Health, Fitness & Leisure Studies (ended August 2011)	Dr. Michael Hall
Head of Department – Nursing & Health Care Studies	Dr. Gary Brown
Head of Department, Biological & Pharmaceutical Sciences, & Computing & Mathematics	Dr. Noel Mulligan
Head of School of Engineering & Construction Studies	Mr. John Murphy
Head of Department – Civil & Construction Studies (ended May 10)	Mr. Tim Segal
Head of School Business & Social Studies	Ms. Kay Fitzgerald
Head of Department – Business & Humanities	Ms. Aisling Sharkey
Head of Department – Business Studies	Ms. Mary Rose Stafford
Head of Department – Hotel, Catering & Tourism	Ms. Mary Rose Stafford
Head of Section – Hotel, Catering & Tourism	Mr. T.J. O'Connor
Head of Department – Business Informatics	Ms. Mary Lucey

Academic Administration & Student Affairs Manager	Mr. Tim Daly
Finance Manager	Mr. John Fox
External Services Manager	Ms. Brid McElligott
Human Resources Manager	Ms. Siobhan Garvey
Estates Manager	Mr. Donal Hunt
IT Manager	Mr. Andrew Quirke

## Development Report

### Research

#### **Research Grants Approved**

Enterprise Ireland, FP7 Proposal Preparation Coordinator Support, [€12,500, Dr. Joseph Walsh]

Léargas, Leonardo Da Vinci Programme, 'Adapted Physical Activity in Vocational Education and Training' (APAVET), [€173,800 Partnership, €18,000 I T Tralee, Catherine Carty]

Léargas, Partnership Grant, 'Improving Communication and Social Skills by Theatre Education for Single Parents', [€121,000 Partnership, €18,000 ITT, Kristin Brogan]

NUIG, Campus Engage Seed-Funding Initiative, 'Community Research to facilitate the Introduction of a college wide module of study Community Service Initiative' (CSI), [€5,000, Edel Randles]

Enterprise Ireland, Co-ordinator Support Grant, 'Collection and Harnessing of Analytical Requests via the Internet of Things', [€12,065, Dr. Pat Doody]

Enterprise Ireland, ARE + Shannon Applied Biotechnology Centre, [€131,750, SABC]

Enterprise Ireland, FP7 Travel Support, [€1,200, Dr. Pat Doody]

European Commission, Expert Working Group 'Languages for Jobs' Travel Allowance, [€1,200, Kristin Brogan]

Léargas, Leonardo da Vinci - Transfer of Innovation, 'Innovative training approach in Languages and Intercultural Awareness for the Hospitality and Leisure Sectors', [€397,042 Consortium, €50,726 I T Tralee, Kristin Brogan]

Enterprise Ireland, Innovation Partnership, 'Development of an analytical tool for monitoring seaweed processing for production of products for use in agriculture and horticulture', [€120,250, Dr. Shane O Connell]

Framework Programme 7 (FP7), Research for the Benefit of SMEs Programme – 'Development of a rapid cellular characterisation technology for use in the biopharmaceutical Industry' [€1,133,099.25 Consortium Total, €535,454 ITT allocation, Dr. Joanna Tierney]

Enterprise Ireland, FP7 Travel Support - Madrid, [€800, Dr. Pat Doody]

Enterprise Ireland, FP7 Travel Support - Brussels, [€1,300, Dr. Joanna Tierney]

Irish Research Council for Science, Engineering and Technology, EMPOWER Postdoctoral Fellowship Enterprise Partnership Scheme - 'Natural Bioresources for Induction of Plant Disease Resistance', [€69,280, Dr. Srinivasan Krishnamoorthy]

Irish Research Council for Science, Engineering and Technology, EMBARK Postgraduate Scholarship Scheme – 'Characterization of Immune-stimulatory Proteins'. [€72,000, Nahidul Islam, Supervisor Prof. Benjamin Bradley]

Enterprise Ireland, Innovation Partnership - The Integration of Add on Sensing Technologies in a Dairy Milking Plant, [€268,553, Dr. Joseph Walsh, CIMSS]

Dance and Disability Pilot Project, Arts Council, [€1,000, Sharon Phelan]

#### Enterprise Ireland Innovation Voucher Scheme [€5,000 per company]

iLink Ltd. (Dr. Pat Doody)	Denis Dowling Building Contractor (Brigid Crowley)
Universal Trace Ltd. & Claymon Laboratories Ltd. (Dr. Pat Doody)	Maurice Doody Sales Ltd. (Dr. Pat Doody)
Mackin Research Ltd. (Dr. Shane O Connell)	Brandon Products Ltd. (Dr. Shane O Connell)
Newgrange Capital Partners Ltd. (Dr. Pat Doody)	Web Tours Ltd. (Dr. Pat Doody)
Foxlight Media Ltd. (Dr. Pat Doody)	Cronin Signs Ltd. (Dr. Pat Doody)
Ecolight Ltd. (Dr. Joseph Walsh)	Ker Broadband Ltd. (Dr. Joseph Walsh)
TLI Technologies Ltd. (Dr. Joseph Walsh)	Abrem Developments Ltd. (Dr. Pat Doody)
Gael Force Wind Energy Ltd. (Dr. Pat Doody)	Niche Protein Ltd. (Caroline McCarron)
Palmkey Ltd. (Dr. Pat Doody)	Tadpole Energy Ltd. (Dr. James Prendergast)

#### Publications

##### Books/Book Chapters

Vermesan, O., Friess, P., Guillemin, P., Harrison, M., Gusmeroli, S., Sundmaeker, H., Soler, I, Eisenhauer, M., Doody, P., 'Internet of Things Strategic Research Roadmap', . Book Chapter in "Internet of Things - Global Technological and Societal Trends", 2011. Editors: Vermesan, O., Friess, P. River Publishers, 2011.

Gallagher, G. (2011) Corporate Strategy for Irish Companies, 2nd Ed. Text and Cases. Dublin, CAI.

O'Mahony, S., (2011), A New Chapter for Eason and Son Ltd., In: Gerry Gallagher, Corporate Strategy for Irish Companies: Text and Cases, 2nd Edition, Dublin: Institute of Chartered Accountants in Ireland.

Phelan, S., 'Dance and the Caring Professions' in D. Lyons (ed) 'Creative Studies: The Caring Professions', Gill and Macmillan, Dublin, 2010.

## Research Articles

Brogan, K., Walsh, R., VOCAL – an online Language and Cultural Preparation Module, published in: Home & Away Forum, Conference Proceeding; Mart Achten, Ilse op de Beeck, Wim Van Petegem (editors), Publisher: EuroPACE ivzw, ISBN: 9789081148047.

Brogan, K., Ó Laoire, M., "Insights into Language Proficiency Development and Intercultural Learning during the Year Abroad" published in: Advances in Higher Education Journal, Volume 3, Number 1, 2010, ISBN: 9786094370861.

Dunne, F., Tobin, F., 'West Kerry Gaeltacht Tourism Survey 2010' Report commissioned by Udaras Na Gaeltachta.

Islam, N., Whitehouse M, Mehandale S, Blom A, Bannister G, Hall M, Bradley B. (2011). Neopterin Levels Confirm Immunostimulation by Unwashed Salvaged Blood Transfusion. Proceedings from Network for Advancement of Transfusion Alternatives, 12th Annual Symposium, 12th Annual Symposium, April 7-8, Dublin, Ireland. \*Best Poster.

"Internet of Things - Position Paper on Research Priorities for FP8", 2011.

(Editors: Vermesan, O., Friess, P., Guillemin, P., Harrison, M., Gusmeroli, S., Sundmaeker, H., Soler, I, Eisenhauer, M., Doody, P.) Publication of the *Internet of Things European Research Cluster (IERC)*.

Gallagher, G. An integrated approach to developing and implementing strategy in hotels" in 6th Annual Tourism and Hospitality Research in Ireland: Current challenges and future opportunities" 15-16 June 2010, Shannon College of Hotel Management, Shannon, Ireland 69 -85, published May 2011.

Phelan, S., Second Level Support Service (SLSS) Department of Education): National On-Line Creative Movement and Folk Dance Resources, Website, Department of Education.

Phelan, S., 'Creativity, Movement and Disability: Theoretical and Practical Perspectives' in An Leabhbh Óg: The OMEP Ireland Journal of Early Childhood Studies, OMEP Ireland, UCC .

O Leary, D.F., Ni Mhaolrunaigh, S., Information-seeking behaviour of nurses: where is information sought and what processes are followed? DOI: 10.1111/j.1365-2648.2011.05750.x © 2011 The Authors. Journal of Advanced Nursing © 2011 Blackwell Publishing Ltd.

O'Doherty, C., Farrelly T., Published article 'Social Care -After the Act', Administration Vol 59 No 2 2011.

Rigg, C., Trehan, K., 'Theorising Critical HRD: A Paradox of Intricacy and Discrepancy', Journal of European Industrial Training Vol, 35 No. 3 (Peer Reviewed) April 2011.

Rigg, C., 'Systemic Action and Learning in Public Services', Action Learning – Research and Practice Vo. 8, No. 1, 15-26 (Peer Reviewed) March 2011.

## Conferences, Presentations & Papers

Barrett, U., '12 years of Adapted Physical Activity at IT Tralee', 4th National Adapted Physical Activity Conference, 6-7 May, 2011, Tralee, Ireland.

Barrett, U., "EUCAPA 2012" International Symposium on Adapted Physical Activity, July 4-8, Paris, France.

Barrett, U., Effects of using buoyancy aids (Poster Presentation). Halliwick International Conference, "Water Activity for Everyone", 26-28 August 2011, Wieliczka, Poland.

Brogan, K., Ó Laoire, M., "Intercultural Learning in the Study Abroad Context", *Intercultural Competence Conference Concepts – Challenges – Evaluations*, NUI Maynooth, September 2010.

Brogan, K., "Insights into language proficiency development and intercultural learning during the year abroad" paper presented together with Dr. Muiris Ó Laoire, 21<sup>st</sup> Space conference, Kavala, Greece, October 2010.

Brogan, K., Presentation of the Leonardo Da Vinci Vocal Project at the *Meeting of International and Placement Officers*, organized by the HEA, CIT, Cork, December 2010.

Brogan, K., Ó Laoire, M., "Irish Learners of German as L3: Self-knowledge, Linguistic and Intercultural Developments during the Study Abroad Period", 1st *International Language Conference, Translation, Technology and Autonomy in Language Teaching and Learning*, NUI Galway, December 2010.

Brogan, K., Walsh, R., "Optimising Virtual Learning Environments supporting on-line Language Learning and Cultural Preparation for Residence Abroad", 1st *International Language Conference, Translation, Technology and Autonomy in Language Teaching and Learning*, NUI Galway, December 2010.

Brogan, K., Space Network annual conference in Mechelen, Belgium. Workshops were given on the *e-Talia* EU project and the EU Commission working group "Languages for Jobs".

Brogan, K., "Students as citizen of the world - the Study Abroad experience". Presentation about current research at the UCC postgraduate conference for German Studies in Ireland, May 2011.

Doody, P., Shields, A., "Relationship Classification of Object to Object communications in the Internet of Things using Reality Mining" RFID: The Future Academic Conference. Prague, March 2011.

Doody, P., McGrane, Al, "RFID for tracking biosamples and blood products" RFID: The Future Academic Conference. Prague, March 2011.

Motherway, S., "A Home Away from Home" The Significance of Trade Routes in the Establishment of a Transnational Irish Identity in Newfoundland', ICTM World Conference, Memorial University of Newfoundland, July 2011.

Ni Mhuirí, A., "The Development and Evaluation of a Reusable Learning Object for Teaching and Learning of Exercise Rehabilitation following a Sprained Ankle", eHealth strand of the DIVERSE (Developing Innovative Visual Educational Resources for Students Everywhere) International Conference in DCU, June 28<sup>th</sup>-30<sup>th</sup> 2011.

Nogales-Estaban, J., Concannon, M., O'Connell, S., Hall, M., "Microbial digestion and anti-hyaluronidase activity of an industrial seaweed-based residue". Poster presentation in "4th Congress of International Society for Applied Phycology". Halifax, Canada, (June 2011).

O'Brien, M. J. (2010) Language Barriers: Menus for International Tourists. European Culinary. Tourism Conference Paper: Vienna, March 2011.

Phelan, S., 'Creative Movement and Disability: Theoretical and Practical Perspectives' at the OMEP Ireland Annual Research Conference, UCC, April 2011.

Phelan, S., 'Themes of Conflict and Resolution in the Poetry of Brendan Kennelly' at the International Association for the Study of Irish Literatures Annual Conference at the Leuven Centre for Irish Studies, Katholieke Universiteit, Leuven, Belgium, June 2011.

Phelan, S., 'Dance at the Turn of the Twentieth Century – A Site of Political and Ideological Struggle' at the 'Reconstructing the Revival: Interdisciplinary Approaches Conference', Humanities Institute Ireland, UCD, August 2011.

Phelan, S., 'Pat Ahern: A Nomadic Consciousness in a Theatrical Context' at the Samuel Beckett Theatre, Trinity College, Dublin, May 2011.

Rigg, C., 'Critical Action Learning: prospects for a critical pedagogy in management education' 14th Annual Irish Academy of Management Conference', "Making a World of Difference: Nation Building and the Role of Management Education" Dublin, 31st August – 2nd Sept awarded best paper in the Education track.

Rigg, C., "Partnership – nice work if you can get it: a study of theory and practice of cross-boundary working" with N. O'Mahony Panel title: Working Across Boundaries: Value, Innovation and Partnership. IIRSPM Conference, Trinity College Dublin, April 2011.

Rigg, C., 'Understanding collaborative strategy-making: an action research approach' with N. O'Mahony Panel title: Working Across Boundaries: Value, Innovation and Partnership. IIRSPM Conference, Trinity College Dublin, April 2011.

Rigg, C., Stream Convenor Critical HRD--Perverse incentives and perverted governance - the role of HRD in economic crisis: contributor, irrelevant bystander or antagonist? 7<sup>th</sup> Critical Management Studies Conference, Naples (Aug 2011).

Rigg, C., Conference Organiser The Policy Trajectory – Case Study of the Official Languages Act with Professor Muiris Ó Laoire, Tralee (Nov 2010).

## International

### **Medical Commencement Programme**

2010/11 saw the continuation of the Medical Commencement Programme into its 3rd year – the joint programme delivered in conjunction with The Royal College Of Surgeons, prepares international students for a medical degree. This year saw cohorts from Kuwait, Saudi Arabia, UAE and Nigeria join the programme.

### Registered MCP Students & Related in AY 2010/2011

90 students were registered with a view to progressing onto RCSI in September 2010/2011. 10 additional students registered on the new three semester programme with a view to progressing onto RCSI in September 2012.

### **Inward Student Mobility**

In 2010/11 –

IT Tralee welcomed 221 students from partner Institutes.

18 non EU fee paying students (16 from the People's Republic Of China and 1 student from the Kingdom Of Saudi Arabia and 1 from Kuwait) were registered on the following programmes.



*Conferring Day at IT Tralee.*



Bachelor of Arts (Honours) in Travel & Tourism Management	1
Bachelor of Arts in Adventure Tourism Management	2
Bachelor of Arts in Applied Social Studies in Social Care	1
Bachelor of Arts in Information Systems Management	4
Bachelor of Arts in Information Systems Management - Business Administration Stream	1
Bachelor of Arts in Information Systems Management - Multimedia Stream	2
Bachelor of Business (Honours)	1
Bachelor of Business Honours in Marketing	1
Bachelor of Business Honours in Management	7
Bachelor of Business Honours in Marketing	2
Bachelor of Business in Accounting	1
Bachelor of Business in Management	13
Bachelor of Business in Marketing	12
Bachelor of Engineering in Civil Engineering	3
Bachelor of Engineering in Production Engineering	4
Bachelor of Science (Honours) in Computing with Games Development	2
Bachelor of Science (Honours) in Computing with Multimedia	1
Bachelor of Science (Honours) in Computing with Software Development	2
Bachelor of Science in Computing in Information Technology Support	1
Bachelor of Science in Computing in Software Development	5
Bachelor of Science in Computing with Games Development	2
Bachelor of Science in Computing with Multimedia	1
Bachelor of Science in Computing with Software Development	1
English Language Preparatory Programme	9
Higher Certificate in Business Studies in Advanced Business	1
Mixed Erasmus - Autumn & Spring Semesters	63
Mixed Erasmus - Autumn Semester	52
Mixed Erasmus - Spring Semester	44

The Mixed Erasmus students took a selection of subjects for academic credit from programmes in the Schools of Business & Social Studies, Science & Computing and Engineering & Construction Studies. The Erasmus students came from partner institutions in Finland, France, Germany, Lithuania, Poland, Italy, the Netherlands, Poland, Slovakia, Spain, Sweden and Turkey.

### Outward Student mobility – Work Placement

10 Students took part in the EU funded Erasmus Work Placement Mobility and Erasmus Study Mobility. Students from Nursing, Social Care, Early Childhood Learning, Interactive Multimedia, & Music Technology studied and worked in enterprises in Norway, UK, Spain, & Turkey.

5 Interactive Multimedia Students travelled to Finland for 2 weeks to participate in an EU funded IP (Intensive Programme) titled Mobile and Interactive Marketing, IT for Convergence Internet Marketing & eBusiness Management. This IP was hosted by IT Tralee Partner College – TAMK (Tampere University Of Applied Sciences)

### Outward Teaching Staff Mobility

6 staff members from the Schools of Business & Social Studies, Science and Computing and the Development Department availed of EU Erasmus funding to visit and teach in partner institutions as follows:

<i><b>Destination</b></i>	<i><b>Discipline</b></i>	<i><b>Staff</b></i>
Germany	Humanities	1
Finland	Health & Leisure	1
Germany	Nursing	1
Netherlands	Development	1
Netherlands	Humanities	1
Finland	Interactive Multimedia	1

### Inward Staff Mobility

The Institute hosted incoming teaching and other staff from partner institutions in France, Poland, Germany, Finland, Spain, and the Netherlands. This activity has led to continuing developments in both teaching methodology and content. The disciplines concerned include Business, Engineering, Tourism, Languages and Computer Science. The Institute hosted visits from overseas partners with a view to enhancing co-operation in research, curriculum development and common projects.



## Lifelong Learning

### **Labour Market Activation Proposals**

Successful submissions were made to the Department of Education and Skills for the provision of Minor and Special Purpose Awards under the Labour Market Activation initiative commencing in September 2010. Funding was awarded for 160 places across 8 programmes (see breakdown in Table No. 1 below). Also of the 149 students who commenced Labour Activation programmes in Academic Year 10/2011 (September 2010), 69 graduated and 15 progressed onto full-time courses at the Institute for the Academic Year 2010/2011. In May 2011 as part of the Government's new Springboard initiative, the Institute received €387,720 in funding for 180 places commencing in September 2011. Nationally, Springboard provide 6,000 new places on higher education programmes for unemployed people. The scheme was targeted at those who were previously working but lost their jobs or were made redundant and who, with some up skilling, could fill current or future job shortages. A total of 9 part-time courses at both undergraduate and postgraduate levels, all validated on the National Framework of Qualifications (levels 6 – 9) will be delivered by various departments at the ITT. The Institute secured funding for the programmes as part of a bid submitted by the Shannon Consortium, whose strong track record in responding to calls for new educational initiatives to address the re-skilling and up-skilling needs of those currently unemployed fits perfectly with this new Springboard initiative.

**Table No 1: Summary of Lifelong Learning Numbers 2010/2011**

Minor Award Title	Total No Regis- tered	HEA Funded Students	LMA Fund- ed Graduates AY 10/11	LMA Funded Graduates Progressed to f/t courses AY 11/12
Certificate in Business Management Tralee & Killarney	36	30	11	2
Certificate in Entrepreneurship Studies	16	14	6	
Advanced Certificate in Professional Cookery	15	15	10	
Certificate in Building Insulation Applications	0	0	0	
Certificate in Energy Management	20	16	7	3
Certificate in Renewable Energy	36	36	17	6
Higher Diploma in Science in Computing	22	19	9	
Certificate in Information Technology	21	19		4
<b>Total No of Minor Awards</b>	<b>8</b>	<b>8</b>		
<b><i>Other Courses within Lifelong Learning (Self-funding)</i></b>				
BA in Early Childhood Care & Education Year 2	18			
Certificate in Craft Transferable Skills	9	9		
Accounting Technician Year 1	6			
Accounting Technician Year 2	6			
Diploma in Nursing Leadership	18			
Experiential Taster Programme in Professional Cookery	16			
<b>Total No of LLL Students</b>	<b>239</b>	<b>158</b>	<b>69</b>	<b>15</b>

## **Killarney Regional Learning Centre**

### **Key Accomplishments 2010/2011:**

Part-Time Programmes: Sixteen people enrolled on the 2010/2011 Minor Award Certificate in Business Management.

Virtual e-learning environment installed and pilot on-line delivery took place.

Educational Guidance Service fully subscribed and referral process with other providers in place.

#### **Workshops:**

CAO application workshops in January 2011

Join ITT and Local Business Workshops held in April 2011

Series of Return to Education and Entrepreneurship workshops completed

Adult Education and Training Exhibition held in Killarney, KRLC used as planning centre

#### **Collaboration:**

Published Kerry Future Skills Task Group report in collaboration with Kerry Educational Services, FAS and Development Agencies;

Kerry Enterprise Board use the KRLC for mentoring sessions.

Delivered presentations on education options to Jobs Clubs throughout South Kerry.

Go Kerry Tourism Initiative – Tourism Industry Meetings held on site at KRLC.

## **Schools Liaison & Marketing**

### **Key Events**

#### **Careers Events**

IT Tralee was represented at the following careers events during the 2010/2011 academic year:

Higher Options, RDS Dublin

Careers Employment Exhibition, IRD Duhallow

Mid West Careers Exhibition, Limerick

Principal & Career Guidance Day

Career Options Cork

IGC Kerry, Careers Fair

Careers Event for the unemployed, Tralee

Careers Event for the unemployed, Listowel

## School Visits

In total 70 schools from Kerry, Cork, Clare and Limerick were given presentations about the Institutes full time programmes:

### **School Visits Completed**

1. Presentation, Listowel
2. Mercy Mounthawk, Tralee
3. Community College, Killorglin
4. St. Joseph's Ballybunion
5. CBS Mitchelstown
6. Presentation, Mitchelstown
7. Pobalscoil Inbhear Sciene, Kenmare
8. CBS Charleville
9. St. Brendan's Killarney
10. Presentation Tralee
11. St. Joseph's Abbeyfeale
12. Ard Scoil Phobal, Bantry
13. St. Fachtna's De la Salle, Skibbereen
14. Rossa College, Skibbereen
15. Sacred Heart Secondary School, Clonakilty
16. Community College, Clonakilty
17. Community College, Schull
18. Mercy Heights, Skibbereen
19. Hazelwood College, Dromcollogher (Careers Fair)
20. Scoil Pol, Kilfinnan
21. Colaiste Ioasef, Killmallock
22. Colaiste Phadraig, Castleisland
23. St. Mary's Newport, Limerick
24. Colaiste Phobail Michil, Cappamore
25. Colaiste Mhuire, Buttevant
26. Colaiste an Chroibhin, Fermoy
27. Bishop McGegan College, Macroom
28. St. Mary's Secondary School, Macroom (Caeers Fair)
29. CBS The Green, Tralee
30. St. Michael's Kilmihil
31. Community College, Millstreet
32. Scoil Mhuire, Kanturk
33. St. John Bosco's Community College, Kildysart, Co. Clare
34. Vocational School, Ennistymon
35. Scoil Mhuire agus Ide, Newcastlewest
36. Community College, Killarney
37. St. Bridgid's, Killarney
38. Sexton Street, Limerick
39. St. Mary's, Charleville
40. Community College, Listowel
41. St. Brogans College, Bandon
42. Colaiste Ide, Abbeyfeale
43. CBS, Rice College, Ennis
44. Castlegregory
45. St. Joseph's, Kilkee
46. Colaiste Treasa, Kanturk
47. Comprehensive School, Boherbue
48. Presentation, Milltown
49. Pobalscoil, Youghal (Careers Fair)
50. Community College, Castleisland
51. Loretto Secondary School, Fermoy
52. Nagle Rice Secondary School, Doneraile
53. CBS, Nenagh
54. St. Joseph's Secondary School, Tulla
55. Salesian Secondary School, Fernbank, Limerick
56. Ardscoil Naomh Mhuire, Ennistymon
57. CBS Ennistymon
58. Scoil Mhuire, Askeaton
59. Brookfield College, Tralee
60. Intermediate School, Killorglin
61. Scoil Mhuire gan Smal, Lisdoonvarna
62. Killarney VTOS (College Tour & Talk)
63. Scoil Phobail Sliabh Luachra, Rathmore
64. Colaiste Mhuire, Ennis
65. Blackwater Community College - Lismore
66. Vocational School, Abbeyfeale
67. St. Michael's, Listowel
68. Causeway Comprehensive School
69. School Visit Colaiste na Trocaire Rathkeale
70. Tarbert Comprehensive School

### **Principal and Guidance Counsellor's Day**

The Principal and Career Guidance Day held on October 6<sup>th</sup> was attended by 23 Principals and Guidance Counsellors from across the region. The External Services Manager presented information on Institute Developments. Lecturers and student ambassadors from each school spoke on course developments and gave the students perspective of the Institute.

### **Open Day**

Over 1,200 students attended Open Day 2010 on November 12<sup>th</sup> with 38 secondary schools and community groups represented. Prospective students got the opportunity to see the facilities on offer and meet lecturers as well as current students. The majority of those attending were from schools in Kerry but some schools from Limerick and Cork were also represented plus a number of prospective mature students.

### **Taster Programmes**

Taster programmes were offered to Transition Year Students from schools within the Institute's catchment area. The programmes were designed to give students the opportunity to sample courses they may be interested in studying as well as providing an opportunity to experience life at third level.

The taster programmes ran on Friday mornings during term from 10:30 am until lunchtime. The following departments participated in this initiative:

- Hotel, Catering & Tourism
- Engineering
- Nursing
- Chemical & Life Sciences, Health & Leisure

The Taster Programme proved very popular amongst second level schools, with students coming from Cork, Clare and Limerick as well as Kerry, with over 900 students registering to attend.

### **Marketing Campaigns**

Comprehensive advertising campaigns were carried out around the following key dates and programmes:

Closing date for CAO applications (January 2011)  
Change of mind for CAO applications (June 2011)  
Part-time Programmes (Springboard)  
Conferring of Awards  
Open Day  
Sports Scholarships  
Vacant Places under CAO

## **Young Entrepreneur Programme**

### **Executive Summary**

2010/2011 was another successful year for the Young Entrepreneur Programme with 466 students participating across 23 schools in Kerry, Limerick and Cork. A number of new elements were introduced to the 2010/2011 programme; first a new business plan template was introduced at the start of the year and was well received by both students and teachers. A finalist trip was introduced to allow the group to network and enjoy a group prize. An exhibition was introduced at the awards which was also very well received. Ideas were demonstrably more innovative this year. There was also an increased sense of understanding of the concept of entrepreneurship amongst students. Students saw it as a real option; possibly due to the increased visibility of entrepreneurship in the media and witnessing their own parents/families having to find their own work.

Mentor participation was good and feedback from their experiences in the class was positive. Events during the year were well attended and enjoyed by students. Online surveys through Survey Monkey were distributed amongst participating students during the year and feedback was very positive. Students and teachers felt speakers were relevant and inspiring and students came away with better insights into entrepreneurship and how to develop their own ideas. Students thoroughly enjoyed the pitching sessions at Business Boot Camp.

At third level (Institute of Technology, Tralee) 152 students from a wide range of courses including Renewable Energy and Energy Management, Health & Leisure, Wildlife Biology, Civil Engineering, Mechanical Engineering, Business Studies, Construction Management, Masters in Business Studies, Early Childhood Care and Education and Social Care engaged with YEP over Semester I and II.

The Young Entrepreneur Programme was a nominee of the “Promoting the Entrepreneurial Spirit Award” category at the European Enterprise Awards 2011 in Budapest in May. The European Enterprise Awards recognises excellence among regional and local authorities. Sponsored by the European Commission, they honour outstanding initiatives that support entrepreneurship throughout Europe.

### **Key Events and Milestones**

#### **Blue Sky Day (1<sup>st</sup> October 2010)**

Blue Sky Day was the launch event of the year and aimed to introduce the concept of entrepreneurship to students. The day gave them the opportunity to gain invaluable insights into the lives of leading entrepreneurs.



The speaker and panellist line-up was tailored towards motivating and energising the students as well as imparting valuable knowledge. Speakers shared their stories of success with the students and focused on how they came up with their business ideas. Denis O'Brien was the keynote speaker and proved very popular amongst students and adults alike. Approximately 700 (students, teachers, invited guests) attended on the day.



*Entrepreneur Denis O'Brien with students at Blue Sky Day*

### **Business Plan Workshop (19<sup>th</sup> November 2010)**



*Students and Mentors at Business Plan Workshop*

Business Plan Workshop focused on the business model and the financials. Mentors worked with students and their teachers in workgroups helping to review business plans and presentations. Classes and mentors were mixed together to allow students interact with other class groups, hear their ideas and get feedback from other mentors. Workshops were held in three venues (Kerry, Limerick and Cork).

### **Business Boot Camp (4<sup>th</sup> February 2011)**

Business Boot Camp had an audience of approximately 550 people. The focus of the event was the business and speakers present/interviewed on topics that related to sections of the plans. The highlight of the event was the pitching sessions.

### **Business Plan Submission & Exam**

Business Plans were submitted on the 4th March 2011 and students sat the Exam on 13th March 2011.

### **Shortlist Pitching (1<sup>st</sup> & 6<sup>th</sup> April 2011)**

At second level 50 plans were shortlisted and students were invited to pitch in front of a panel of YEP Mentors at Kerry Technology Park. From this the final 14 second level projects were selected.

Of the 152 students at third level across Semester I and II, 21 groups were initially shortlisted and 9 groups pitched to a final shortlist panel on the 1st April. 4 finalists groups were selected for the awards.



### Finalists' Judging (11<sup>th</sup> April 2011)

Groups and individuals representing the 18 finalist projects pitched to a panel of judges at Kerry Technology Park. The judging panel consisted of Jerry Kennelly (Tweak.com), Terry Prone (The Communications Clinic), Vincent Lynch (Donseed), Tony Bergin (Kerry Group) and Pat O'Sullivan Greene (Sterling Strategic Value Ltd.). The students were allowed 5 minutes to pitch their ideas followed by 10-15 minutes to face tough questions from the judges.



### Finalists' Trip to Dublin (20<sup>th</sup> April 2011)

All finalists travelled to Dublin for an entrepreneurial field trip over Easter. The trip was introduced as a way to promote networking amongst the finalist group and give the students another opportunity to meet with some leading entrepreneurs in a more intimate setting. The trip started with a breakfast meeting at Aviva Stadium which included Triona Campbell (CR Productions) and Emmet O'Neill (Smiles) both Ernst & Young Entrepreneur of the Year nominees as well as Partners from Ernst & Young Entrepreneur of the Year team. Breakfast was followed with a tour of Aviva. Following that, students travelled to Google and met with Engineering and Internet Sales teams. The group then met President McAleese at Áras an Uachtaráin (as pictured above) and ended the day with a visit to Brown Bag Films to met Cathal Gaffney.

### Awards (5<sup>th</sup> May 2011)

The awards were held at the Malton Hotel in Killarney and were a celebration of the achievements of the years Young Entrepreneurs and a recognition of how students, educators and the business community are working together to transform the future for the region. Hosted by Colette Fitzpatrick (TV3) and George Hook (Newstalk) a number of prizes were awarded on the night including; Best School won by Pobalscoil Chorca Dhuibhne, Young Entrepreneur Third Level Winner won by Wild Trex (Maurice O'Connor, Louise Overy and David Norris, IT Tralee) and Young Entrepreneur Second Level Winner won by Marie Ní Mhairtín Pobalscoil Chorca Dhuibhne. Students who participated on the programme and passed the exam also received a Certificate of Entrepreneurship. The winning JEP Sschool, St. Clare's National School in Kenmare was also presented with its prize.



All finalists exhibited their business ideas as part of this year's awards in order to give the wider audience a better feel for the ideas and facilitate meetings with finalists. The exhibition was a huge success; students could explain on a one to one basis the details of their idea and they could also demonstrate their products or display their prototypes.

### Winners' Trip (25th – 30th June)

Marie Ní Mhairtín, Young Entrepreneur 2010 along with her educator Orna Dunlevy travelled to New York as part of the award. Marie, Orna and Anne Looney travelled to New York in June. The trip included:

- Meeting with Denis O'Brien at Digital investors briefing
- Meeting with multimedia company 3MMedia
- Meeting with fashion designer Don O'Neill
- Attendance at IBM SmartCamp at Baruch College and the Levin Institute
- Attendance at Christine Quinn (Assistant Mayor of New York) fundraiser

### Junior Entrepreneur Programme

The Junior Entrepreneur Programme is the latest venture from IT Tralee, Shannon Development and Jerry Kennelly (Tweak.com). It aims to open the eyes of primary school pupils to the joy of entrepreneurship. The founders have teamed up with **Mary Immaculate College** and **Kerry County Enterprise Board** to deliver the programme which launched in 2010/2011. The programme, which ran very successfully for the first time in 21 primary schools across Kerry, aims to deliver an enterprise education programme, at an appropriate level, in fifth and sixth classes in Kerry. The JEP Programme, which is embedded in the principles of the Primary School Curriculum, utilises an integrated teaching and project-based approach to teach many strands and strand units of the Primary Curriculum through the medium of Entrepreneurship Education.



*The pupils of 5<sup>th</sup> class in St. Clare's Girls National School in Kenmare, winners of the JEP 2010/11, secured top spot with their publication 'Kenmare in our Kitchen'*

This programme will help the participating pupils to develop a number of skills including presentation, writing, drawing, technology, money, consumer awareness, storytelling, listening skills, creative thinking, problem-solving, collaborative skills and team work. The programme requires one lesson per week and is being linked closely to the SPHE Curriculum. Pupils work in small groups spending 12 weeks developing their enterprise education project. Projects may include a game; a school saving bank; school calendar; healthy eating shop; science project; vegetable growing and selling; art campaign, home-made sweets etc. The lessons are fun and interactive, allowing the pupils to use their creativity and ideas to set up their small scale enterprise education project.

### **Endeavour**

Since its launch in 2009 the Endeavour programme ([www.endeavour.biz](http://www.endeavour.biz)) has gained a reputation as one of Ireland's most sought after accelerator start-up programmes. Towards the end of 2010 Endeavour was reconfigured and an innovative two-phased structure was introduced. An online management/monitoring system was also introduced to monitor and rate participation progress. Following a very successful recruitment campaign, the first phase ran in both Dublin and Kerry with 140 participants and its aim was to bring focus to a diverse group of participants at various stages of business development and move them to a stage where they could pitch for progression to Phase 2. Phase 1 comprised a seven-week programme (six evenings and one Saturday) which ran from 1<sup>st</sup> February 2011 to 12<sup>th</sup> March 2011. 15 candidates were selected for phase 2 during Demo Day which took place on 31<sup>st</sup> March and 1<sup>st</sup> April 2011. Phase 2 brings with it unique access to a personal mentor [along with free office space for a year, network access, etc.] and also access to the US and Asian mentor teams as well as workshops and one to ones with professionals. At the end of Phase 2 there will be an investor week where Endeavour participants will pitch to Irish, Silicon Valley and London venture capitalists. During phase 2, Endeavour has taken a 3% stake in each company.

During the year, Kerry Group came on board as a corporate sponsor for Endeavour.

*Frank Hayes, Kerry Group with Endeavour Panellists (L-R): Dave Ronayne, Irish Mainport Holdings, Niall Kelly Netwatch, Paddy Cosgrave, Dublin Web Summit, Bill Liao, SOS Ventures, Burkhard Blum, Bandwith Ventures*



**Endeavour company accolades to date include:**

**Endeavour 2009/10 Companies**

- Datahug raised \$1.5m in funding led by Oyster Technology Investments.
- Irish Software Association, Technology Start-up of the Year;
- InterTradeIreland, Munster Seedcorn Winner;
- Dublin Web Summit, Spark of Genius Award;
- SCUUL Entrepreneur of the Year;
- International Expo winner;
- 2011 Docklands Innovation Park Enterprise Awards – Best Investment Proposal
- HKPB raised €500,000 and has gone to segment his technology into three separate, successful businesses including the establishment of a GMP manufacturing facility at Nenagh, Co. Tipperary;
- IMEE GOLF and has raised \$1m in seed funding. Led by Chamath Palihaitiya, Former Facebook executive and now running his \$400m fund, The Social Capital Partnership. The IMEE Golf Board of Advisers includes Steve Wozniak - Co Founder of Apple - Ed Colligan Former CEO of Palm, David Marcus CEO of Zong.com, which was acquired by Paypal - now he runs paypal mobile globally, Matt Glenn - Plantsense.com, Jerry Kennelly Tweak.com.

**Endeavour 2010/11 Companies**

- Mobanode has been nominated for a Net Visionary Award from Enterprise Ireland.
- 3 Companies on 2010/11 Endeavour programme have been awarded Competitive Start Funding



## Centre for Educational Development

### National Digital Learning Resources (NDLR)

In the academic year 2010/2011, the following staff members were involved in the development of reusable learning objects as part of local and national NDLR projects.

#### NDLR - LINC (Learning Innovation Community Support) Project

Aoife Ní Mhuirí presented results of a LINC (Learning Innovation Community Support) project at the NDLR showcase day in the Science Gallery, TCD on the 23rd March 2011. This project was the result of a collaborative effort between Project Leader ITT (Project Coordinators Aoife Ní Mhuirí and Sarah O'Toole) and partners at the University of Limerick and Trinity College Dublin Schools of Physiotherapy. The project developed online reusable learning objects to support the teaching and learning of functional exercise prescription for students of Health and Leisure, Physiotherapy, Sports Medicine, Sports Science, Physical Education.

Sharon Phelan also presented her LINC project at the showcase day in March. Sharon collaborated with staff in Athlone Institute of Technology and Blanchardstown Institute of Technology. The project developed a set of online resources that students could use for creative skills for social care practice.

#### NDLR – LIPS (Local Innovation projects)

Joan Cleary and Eimear Foley developed a set of resources on statistical reporting for student learning about Health and Leisure research methods.

Susan Hudson created learning objects to support nursing students with reflective practice.

Siobhan Ní Mhaolrunaigh developed a resource to assist learners from different professions to reflect on their practice and develop collaborative ways of working through interprofessional facilitative learning.

Ed Sheldon developed a framework which introduces and supports lecturers and students in the development of quality software.

Gerardaina Harnett and Tom Farrelly developed a resource which shows students the different injection techniques. This module is aimed at students and nurses who are out on work placement and allows them to see the most up to date techniques for injection.

#### SIF Flexible Learning

Tom Farrelly developed a level 6 online module in the area of Research in Social Science

Breda O'Dwyer developed a level 6 online module in Entrepreneurship

Anne Marie Courtney developed a level 6 online module in Operations Management

**Staff Development Day Thursday, 16<sup>th</sup>  
December 2010**

The guest speakers were:

**Ms. Cara Callaghan** (*Digital Marketing Institute*)  
**Dr. Mary Fitzpatrick** (*University of Limerick*)  
**Mr. Mike Moriarty** (*Jigsaw Kerry*)  
**Mr. Oran Doherty** (*Letterkenny Institute of Technology*)

These events were attended by 84 staff members

**January & February 2011**

The following workshops were delivered.

**Professor Alan Mortiboys:**  
Session 1 Developing Student Motivation through Feedback  
Session 2 Managing Difficult Situations in the Classroom

The workshops were attended by 21 staff members

**Dr. Mary Fitzpatrick**  
Evidencing your Teaching  
The Student Learning Experience  
**Dr. Elaine Vaughan**  
Learning Styles – Contextualising Report Findings

The workshops were attended by 13 staff members

**Staff Development Day March 1<sup>st</sup> 2011**

The guest speakers were;  
**Professor Sarah Moore** (*University of Limerick*)  
**Dr. Sean Lacey** (*University of Limerick*)

**Ms. Alison Clancy** (*AISHE & UCD*)  
**Mr. Paddy Lange** (*BorgWarner Beru Systems Ireland Ltd*)  
**Ms. Mairead O Sullivan** (*Jigsaw Kerry*)

These events were attended by 55 staff members

**Exploratory Data Analysis Workshop March 22<sup>nd</sup> 2011**

**Dr. Sean Lacey** (*University of Limerick*)

This event was attended by 9 staff members and postgraduate students

**March & April 2011**

**Colin O Brien** (*Institute of Technology Tralee*)  
Basic and Advanced Excel Training

These events were attended by 21 staff members

**Staff Development Day May 11<sup>th</sup> & 12<sup>th</sup> 2011**

The guest speakers were;

**Mr. Josh Holmes** (*Cloud Computing*)  
**Mr. Robert Hickey** (*Institute of Technology Blanchardstown*)  
**Ms. Elaine Vaughan** (*University of Limerick*)  
**Online Projects Showcase** (*Institute of Technology Tralee*)

These events were attended by 126 staff members

## Statistical Support

For the Academic Year 2010/2011 Dr Sean Lacey facilitated Statistical Support sessions for staff members on a one to one basis or group sessions between 24<sup>th</sup> January 2011 and 15<sup>th</sup> June 2011. These sessions were attended by 30 staff members and the feedback was very positive.

## Scifest 2011

SciFest, a one-day festival of science was held at the Institute of Technology, Tralee on Wednesday, 10th May 2011. Scifest is a regional Young Scientist Competition and was open to all second level students. 22 project applications were received for the event. The event was opened by Dr. Oliver Murphy, Acting President, IT, Tralee along with Dr. Joseph Walsh, Tim Segal and Dr. Noel Mulligan of IT, Tralee. Keynote Speakers on the day were Edmond Harty, Technical Director, Dairymaster and Ms. Riona Sayers, CEO, Independent Milk Laboratories who delivered presentations on **“Science, Engineering and Entrepreneurship”**. This was followed by the Exhibition of projects along with demonstrations by representatives from the Killarney National Park entitled “Super Furry Animals”, as well as a demonstration on “Engineering and Science in Action” provided by the IT, Tralee Computing, Engineering and Health & Leisure Departments.

**Laura Kennelly** and **Clodagh Woods** representing Killorglin Intermediate School were selected as the Overall Best Project Award Winners. Their project titled “Food – 5 seconds on the floor, eat it or bin it?” questioned the hypotheses if eating dropped food poses a risk to ingestion of bacteria, if picked up within five seconds. Their project proved that this common belief is false and that food does become contaminated within the five second period received top prize of a presentation trophy marking their achievement in the competition and a voucher.

Other award winners included:

- Runner Up – Muireann Keating and Grainne McCarthy – Presentation Secondary School, Tralee
- Best Communicator – Patrick Dineen, Marliza O Dwyer, Katie Falvey – Causeway Comprehensive
- Discovery Sensors Winner – Lorraine Keane, Louise Thornton, David Rice – Causeway Comprehensive
- Best School Award – Colaiste na Sceilige, Caherciveen
- International Year of Chemistry 2011- Grace Lynch – Colaiste na Sceilige, Caherciveen
- Maths in Science – Jamie Sugrue – Colaiste na Sceilige, Caherciveen

- Highly Commended – Billy Donovan, Gavin Connolly – Mercy Mounthawk, Tralee
- Highly Commended – Daniel Ahern, Kyle Griffin – Killorglin Community College
- Highly Commended – Hugh McGuire, Niamh Joy, Aisling O Shea – Intermediate School, Killorglin



- Highly Commended – Czara Casey, Aneta Guxha – Presentation Secondary School, Tralee
- Highly Commended – Emma Casey, Melissa O Sullivan – Colaiste na Sceilige, Caherciveen
- Highly Commended – Sarah Louise O Connell, Odhran O Mahony, Chris O Sullivan – Colaiste na Sceilige, Caherciveen

The event was very well attended and proved to be extremely successful. For further details please visit [www.ittralee.ie/scifest](http://www.ittralee.ie/scifest)



## Estates Office

### Introduction

The ITT has two campuses in Tralee town with a total building area of 31,000 sqm. The North Campus consists of the ITT occupying 63 acres of campus with 18,500 sqm and the South Campus consists of 7 acres with 12,500 sqm. It is estimated that the college contributes some €40m to the local economy. The Estates Office at IT Tralee is responsible for Facility and Estates Management of both campuses, buildings, grounds, roads and boundaries.

The Institute normally reports on an Academic Year basis however the Estates Office reports on a calendar year basis due to requirements from the SEAI and other bodies in relation to monitoring and reporting returns. Below is an outline of the Institute's energy usage and projects undertaken for this period.

### Energy Usage at I.T. Tralee

The Institute's main energy users are the North and South campuses, using 60% and 40% respectively. The estimated breakdown for consumption within these are, Space & Hot water heating (58%), Ventilation and air conditioning (4%), cooking (5%), internal and external lighting (11%), office power including computer system servers (17%), refrigeration (2%), general power (3%). As a part of the 2009 Renewable Energy Directive (2009/28/EC), the Institute are reporting its energy consumption to the SEAI annually (calendar year), therefore subsequent figures shown will be for 2010 calendar year. Abiding by the Energy Directive, the institute are participating fully in attempting to reach the target reduction level of 33% by the year 2020.

For the year 2010, I.T.T. consumed 5,611 MWh of energy, consisting of:

- 2,488 MWh of electricity (1,305 tonnes Co<sub>2</sub>);
- 3,123 MWh of fossil fuels, including 2,485 MWh of gas oil (698 tonnes Co<sub>2</sub>) and 638 MWh of LPG (134 tonnes Co<sub>2</sub>);

The following illustrates the Institutes Energy Consumption/Costs Ex VAT for the period 2010:

- Electricity – 2,487,884 Kwh (€285,595)
- Heating Fuel - 228,205 Litres (€134,371)
- LPG – 90,137 Litres (€31,558)

Total Cost - €451,524 (Ex VAT)

### **Actions Undertaken in 2010**

For the period Jan – Dec 2010, the Estates Office undertook a range of initiatives to improve our energy performance.

1. Tom Crean Building space heating and hot water heating controls and upgrade.
2. Hotel Catering & Tourism Building space heating controls and upgrade.
3. Solar Systems monitoring North Campus.
4. Business and Information Technology Building Air Handling Units controls and variable speed drive installations.
5. Student Services Building heating controls and monitoring.
6. Business & Information Technology Roof Plant controls and upgrade.
7. South Campus Air Conditioning controls.
8. South Campus Kitchens; Install Solar Panels and upgrade the direct hot water system.
9. Health and Leisure structure; Install water harvesting (mechanical work only tank in situ).
10. Combined Heat and Power unit in South Campus boiler house.
11. North Campus Comms Room, replace inefficient air conditioners with efficient cooling system.
12. South Campus Air Handling Units controls.

From these actions, it is anticipated that a combined saving of 10% will be achieved with a reduction in consumption of 600MWh.

### **Actions Planned for 2011**

The following initiatives are planned to take place during the Year 2011.

1. South Campus Lighting upgrades.
  2. South Campus lighting sensors in corridors.
  3. North campus lighting system (KNX) in T-Block.
  4. North Campus Business & Information Technology lighting sensors.
  5. North Campus main building outside lighting upgrade to LED.
  6. Rain water harvesting Library.
  7. Rain water harvesting D-Block.
  8. Rain water harvesting Dressing Rooms.
  9. Solar panels system installation in Tom Crean Business Centre.
  10. Tom Crean Business Centre hot water system upgrades.
  11. Library Solar panel preheat tank and control upgrade.
  12. E-Block space heating controls upgrade.
  13. Central heating: Variable Speed Drive installation on pumps.
-

14. South Campus cavity wall insulation.
15. South Campus Water heaters to be replaced by Direct Hot Water supplies.
15. Energy Management & Targeting & BMS upgrade.
16. Water saving devices across both campuses.
17. Set up formal Energy Management team to liaise with SEAI.

From these initiatives it is anticipated that a combined saving of 8% will be achieved with a reduction in consumption of 400MWh.

### **Sustainable Energy**

In October 2010 the ITT Estates Office received grant funding of up to 55% obtaining one of the largest third level grants in the country that year.

ITT received grant aid of €280k from the SEAI for 12 projects including CHP, Re Zoning, Rain Water Harvesting and Solar. Total project value here is €560k with ITT contributing 45% of required monies.

The energy savings measures here are expected to result in 600MWh of annual savings.

### **Procurement**

#### **Building management System (BMS) Project:**

The Estates Office tendered for the supply and installation of a Building Management System (BMS) at its South Campus, Tralee, Co. Kerry in November 2010. This was an extension of the North Campus BMS currently in place. The installation of this system allowed the Institute to achieve greater controls in energy efficiency and by having the one BMS System, both campuses can now be worked upon from one location and all savings maximised.

The energy savings measures here are expected to result in 100 MWh of annual savings.

**Estates Office:** Mr. Donal Hunt, Manager  
Mr. John Daly, Assistant Buildings  
Officer / Health & Safety



## School of Business & Social Studies

The School of Business and Social Studies is comprised of four Departments:

- Business Informatics
- Business Studies
- Hotel, Catering & Tourism
- Humanities

The School offers a wide range of Level 6 Higher Certificate, Level 7 Ordinary Degree, Level 8 Honours Degree and Level 9 (Taught Masters) Degree programmes. Students can also obtain post-graduate Masters and PhD through Research.

### **The following LMA (Labour Market Activation) Programmes for AY10/11**

Certificate in Business Management;  
Certificate in Entrepreneurship Studies  
Advanced Certificate in Professional Studies

### **Some staff and student achievements for the School are listed below:**

Kristin Brogan gave a presentation about her research at the UCC postgraduate conference for German Studies in Ireland. The title of the presentation was "Students as citizen of the world - the Study Abroad experience".

The launch of the website of [www.languagesinireland.ie](http://www.languagesinireland.ie) took place at the Swiss Embassy in Dublin. Apart from network participants from ten different IoTs there were representatives from various secondary language associations (German, French, Spanish) and representatives from Business (IDA, IBEC, HEA, Forfás, Fáilte Ireland). The website and network brochure were funded by the Swiss Embassy. The network was also short listed for the EU Language Label award 2011 and interviews with Léargas took place in ITTD. . Kristin Brogan is one of the coordinators of this network.

The Molan EU project (2007 - 2011) had its final meeting in Bruxelles. Kristin Brogan was the ITT representative. Please see: [www.molan-network.org](http://www.molan-network.org) for further information.

The e-Talia EU project and the Ready, Study, Go - Ahead EU project had their partner meetings abroad, while Kristin Brogan organised together with Dr. Sharon Phelan the meeting for the x-TREAT EU project in Tralee. Please see <http://www.ittralee.ie/en/InformationAbout/InstituteandDepartments/AbouttheDepartments/AcademicDepartments/Languages/Languages-EUProjects/>

The BS German working group (Dr. Gisela Holfter from UL is the founder) had its annual meeting at the German Embassy. The discussion about the deficit in language skills in Ireland was conducted by representatives from the educational sector and other representatives from the Irish-German Chambers of Commerce, IDA, Department of Foreign Affairs, Customer Interaction Centre - SAP, Arthur Cox - BCorp. Law International, the HEA and the Goethe Institut Dublin. Kristin Brogan is a member of this group.

The Space Network had its annual conference in Mechelen, Belgium. Kristin Brogan gave a workshop on the e-Talia EU project and a workshop about the EU Commission working group "Languages for Jobs".

Kristin Brogan received funding from the EU Commission to participate in a Grundtvig In-service Training session about language training and European tools, real and virtual mobility, innovative approaches, evaluation and ICT. Please see <http://www.forlang.eu/Accueil.aspx?lang=en-GB> for further details.

The first partner meeting took place in Coventry University of the EU Lifelong Learning Programme - Leonardo da Vinci (Transfer of Innovation) e-TALIA project – Kristin Brogan is the quality manager. The project will run from October 2010 – Sep 2012.

At the HEA Erasmus meeting at CIT Kristin Brogan gave a presentation about the LdV ToI EU project VOCAL. Please see [www.vocalproject.eu](http://www.vocalproject.eu) for further details.

NUIG had its first International Language conference. Kristin Brogan gave a presentation on her SA research. The paper was written together with her colleague Dr. Muiris Ó Laoire. Dr. Riana Walsh (ITT Dublin) and Kristin Brogan gave a presentation about the VOCAL project.

Dr. Sharon Phelan presented lectures and workshops in Ethnochoreology and Dance-in-Education at the 8th International Conference for Physical Education Teachers at the Sport Institute of Finland.

Dr. Sharon Phelan contributed to the Leaving Certificate Applied National Conference with the curriculum development unit, Department of Education.

Dr. Sharon Phelan completed a pilot project in dance and disability. It was funded by the Arts Council. Students from the Adaptive Physical Activity Degree contributed, giving Creative Dance workshops to children from Down Syndrome Kerry and Enable Ireland. A Dance Teachers' Manual has been published and will be distributed to relevant groups.

The IoTs Languages Strategy Network had its meeting at GMIT. Speakers included a representative from Léargas and a researcher on language policy from UL. The development and launch of the network's website was also discussed. Dr. Riana Walsh (ITT Dublin) and Kristin Brogan are the co-founders and organisers of the network. Please see: [www.languagesinireland.ie](http://www.languagesinireland.ie) for further details

The Grundtvig Partnership had its first meeting in Romania. This EU funded project deals with the theatrical education of single parents. Sharon Phelan and Kristin Brogan were the ITT participants.

The ATLTGI (Association of Third Level Teachers of German in Ireland) had its annual conference and AGM at DIT. Kristin Brogan is the co-chair. She also gave a presentation about the latest trends for German Studies in Ireland and another presentation on the current developments in the EU Commission in relation to language policy. Please see: [www.germaninireland.org](http://www.germaninireland.org)

The EU Commission working group Languages for Jobs had its third meeting in Bruxelles. Kristin Brogan gave a presentation on the IoTs Languages Strategy Network as an example of best practice. She also distributed brochures about the Vocal project. Please see [www.vocalproject.eu](http://www.vocalproject.eu)

Sophie Price, Fiona Tobin & Mary Rose Stafford attended the Failte Ireland Adventure Tourism Conference in Killarney on November 3<sup>rd</sup> 2010.

TJ O' Connor presented to Skillsnet in Killarney on opportunities in studies and careers in Hospitality & Tourism.

Mary Rose Stafford chaired a Tourism Workshop at the Ballyhoura Rural Development Conference in Charleville Co. Cork.

Mr. Tony Griffin recently visited the college to deliver a guest lecture to event management students on Travel & Tourism Management, Adventure Tourism Management and Health & Leisure programmes. Tony, from County Clare is an athlete, charity activist, speaker and author, as well as running his own Event Management Company. He was also recently shortlisted for Irish Sports book of the year for his autobiography, 'Screaming at the Sky'. The lecture focussed on Tony's 2007 charity cycle across Canada, as well as the challenges and opportunities of setting up an Event Management Company at present.

Gerard Barrett (2nd year TV, Radio and New Media Student) had a play he scripted run at St. John's in Listowel on the 2nd, 3rd and 4th April 2011. Gerard applied for, and was awarded, a grant of €20,000 to make a feature film - which he'll carried out over the Easter vacation.

Interactive Multimedia Year 4 Students, Martin Houlihan and Jim Quinn, reached the final in the Pick Tourism Video clip national competition and got third place out of a possible 53 clips. The clip can be viewed on [www.picktourism.ie](http://www.picktourism.ie)

**Third Level Business German Teachers' Group wins Award:** The Business German in Ireland Working Group has been announced as the winner of the Kuratorium award for 2010. This award is presented annually by the Kuratorium (Board of Trustees) of the German-Irish Chamber of Commerce to groups, individuals or organisations who have made a special contribution to the furthering of German-Irish relations in Ireland. This year's recipients were a group of third level teachers of Business German with representatives from most Irish universities, Institutes of Technology and other third level colleges as well as the Goethe Institute. They were presented the award for their on-going work of promoting German in Ireland and the importance of language learning in such an export dependent economy. Dr Gisela Holfter (University of Limerick), the group's founder and chairperson stated that everyone in the group was delighted to see their work recognised in this way and that the value of languages for the understanding of other cultures as well as business dealings should not be underestimated: "Learning German as well as other languages is crucial in today's globalised world. The Business German in Ireland Working Group has an excellent track record in organising annual colloquia and providing a forum for exchange, best practice and sharing their enthusiasm with each other and students."

The group was founded in 2001 and will celebrate its 10<sup>th</sup> anniversary next year. Kristin Brogan, School of Business, is one of the founding members. To coincide with this anniversary, it will be launching a website which will contain material for teachers, students and business people as well as advertising opportunities for student bursaries.

**Head of School:**

**Head of Department (Business Studies):**

**Head of Department (Business Informatics):**

**Head of Department (Humanities):**

**Head of Department (Hotel, Catering & Tourism):**

**Head of Section (Hotel, Catering & Tourism):**

Ms. Kay Fitzgerald

Ms. Mary Rose Stafford

Ms. Mary Lucey

Ms. Aisling Sharkey

Ms. Mary Rose Stafford

Mr. T.J. O'Connor

## School of Engineering and Construction

The School of Engineering and Construction Studies offers a range of programmes at higher certificate, bachelor degree, honours bachelor degree and at postgraduate level. The combination of theory and practice in the school's programmes provide a solid foundation for a rewarding career.

Our engineering courses are relevant to the demands of Industry. Courses are career orientated with a wide ranging practical element. A number of courses have a work experience component ensuring our graduates are well equipped for a successful career. Numerous courses on offer give you exemptions from professional qualification.

### General

- Mr. Tim Segal, Head of Department participated as a judge at the regional stage of the National Soapbox Competition at Killarney Library in association with europdirect.ie. The competition was established to provide individuals with an opportunity to speak on the merits and problems associated with wind energy and to highlight the importance the European Union places on the issue of climate change.
- The Engineering School was involved with Engineers Ireland in an accreditation process such that engineering academic programmes gain Engineers Ireland Accreditation. This took place in March 2011.

### Events

- The Young Agricultural Engineering Society donated €250 to the Acquired Brain Injury Ireland from a fundraiser they organised. This donation will go towards their Resource Centre in Castleisland.
- The Young Agricultural Engineering Society made a presentation to Dave Frizelle on his retirement and thanked him for this encouragement and commitment to the Ag Eng Society and to the Department of Agricultural Engineering in general.
- Niamh O Connor, CIOB Business Development Officer, Ireland gave a talk to Civil/ Construction/ Quantity Surveying students in November. Her talk was entitled 'Trends in Construction Education' and also discussed CIOB membership.
- Congratulations to the following Agricultural Engineering/Construction Plant students
- T. J. Stack whose project entitled 'Universal Bale Handler' was chosen as the winner of the IAgrE Safety Award for 2011.
- Pat McNerney whose project entitled 'Hydraulic Mixer' was chosen as the winner of the Johnson New Holland Award for 2011.
- The above students received their awards at the annual conference which took place in Cranfield University. Congratulations also to Brendan O Donnell who was the supervisor on these projects.



- Congratulations to students Liam Moran and Noel Kilbride who received CIOB Certificate of Excellence Award in 2010.
- Following the untimely death of one of our colleagues Patrick Flynn in May 2010, his co-worker's in his honour and memory initiated the Patrick Flynn Engineering award to be awarded annually to the best student at Level 7 in the School of Engineering. Congratulations to J J Canty who was the first recipient of this award.
- Tim Segal, Head of Department gave a talk to participants of SCIFEST entitled engineering 'Our World'.
- On 16th February 2011, the School of Engineering hosted three science/engineering shows for primary school children. The show, Air-Mazing (Engineering the future with pneumatics), was sponsored by Engineers Ireland / STEPS as part of the annual Engineers Week activities. Over 450 children attended from 7 primary schools in North Kerry / Tralee.

#### **Joint Academic Workshops (JAWs)**

JAWS meetings were held during Academic Year 2010/2011, always during the lunchtime. These consisted of the Head of Department, Class Tutors, and Class Student Representatives. These meetings gave the students an opportunity to raise issues such as access to facilities, distribution of work demand, lecturers moving too fast, difficulties with material etc. These issues are usually resolved at the departmental meeting or within a day or two by the HOD/HOS working with the Student Representatives.

For these meetings a new system came into force in September 2010 whereby all students will be notified by email of each JAWs meeting one week in advance. This will give them an opportunity to raise issues with the Class Representative. Minutes of the meeting will be agreed at the meeting and distributed shortly thereafter containing the solutions to the problems raised.

#### **Departmental Meetings**

Due to the commonality of staff, content, facilities and equipment course board meetings were divided into two categories:

- Civil/Construction
- Combined Agricultural Engineering, Mechanical Engineering, Mechanical & Electronic Engineering, Production Engineering, Renewable Energy & Energy Management.

Meeting were held on a monthly basis or more often if required. Along with the usual management and student monitoring the key issues that concerned the meetings were:

- Institutional Review
- Engineers Ireland Accreditation
- Departmental Operational Plans
- New Departmental Structures

School Board meetings and Engineering Executive meetings are also held during the year.

### **Staffing**

The following staff member retired from IT Tralee in AY 2010/2011

Eddie O Connor – Engineering Technician

### **Courses:**

The School of Engineering offered the following courses for Academic Year 2010/2011:

- Higher Certificate in Mechanical Engineering
- Bachelor of Engineering in Production Engineering
- Bachelor of Science (Honours) in Manufacturing Engineering Management
- Higher Certificate in Engineering in Agricultural Engineering
- Bachelor of Engineering in Agricultural Engineering
- Bachelor of Science (Honours) in Agricultural Engineering Management
- Higher Certificate in Engineering in Civil Engineering
- Bachelor of Engineering in Civil Engineering
- Higher Certificate in Construction Studies
- Bachelor of Science in Construction Technology
- Bachelor of Science (Honours) in Construction Management
- Bachelor of Engineering in Mechanical & Electronic Engineering
- Bachelor of Science in Renewable Energy and Energy Management
- Bachelor of Science in Quantity Surveying

The School of Engineering currently delivers Phase 4 and Phase 6 modules on the following apprenticeship courses: :

- Carpentry & Joinery
- Agricultural Mechanics

The Institute of Technology Tralee is the only college in the country which offers craft level apprenticeship courses in Agricultural mechanics. At the institute apprentices will experience and study state of the art technology employed in their chosen field.

**Head of School:** Mr. John Murphy

**Head of Department:** Mr. Tim Segal

## School of Science and Computing

The School of Science & Computing is one of three schools within the Institute. It is made up of four departments: Computing & Mathematics, Biological & Pharmaceutical Sciences, Health & Leisure Studies and Nursing & Health Care Studies.

The School offers taught programmes ranging from Higher Certificate to Masters Degree. Increasingly courses are being developed and offered in partnership with colleges both nationally and internationally. The School continues to develop its on-line learning resources and some modules can be taken using a blended learning approach, i.e. a combination of attendance and on-line learning. Learners are also enrolled on research Masters and PhD programmes. The Institute has a number of strategic research areas relevant to the School – these include the Shannon Applied Biotechnology Centre, CARA Adapted Physical Centre, Centre for Innovation in Distributed Systems, Centre for Geometric Optics and the Centre for the Advancement of Inter-Professional Education (CAIPE). The School recognises the value of strategic alliances as a mechanism for obtaining feedback, for strengthening our core activities and creating opportunities for our stakeholders and ourselves. Each Department within the School has developed a network of partnerships with a diverse range of organisations in our region, nationally and internationally.

In 2010/2011 the following courses commenced:

- MSc Nursing as a full-time programme
- Diploma in Nursing Leadership

Student numbers in the School increased by 0.5% from the previous year to 1152 (includes 66 part-time students, down from 81 in the previous year and 1086 full-time students, up from 1015 in the previous year). There are currently 50 students registered for post-graduate studies (taught and research).

A snapshot of events and achievements is listed below:

- Carmel Penrose of ITT won the UG national gold award for Nursing in October, 2010
- Science week in November, 2010
- The FittSport Convention in February, 2011
- Parenting Our Children Art & Science 2011 Conference in February 2011 in partnership with HSE, CAIPE

- CampAbilities Ireland in April, 2011
- 4<sup>th</sup> National Adapted Physical Activity Conference in May, 2011
- SciFest in May, 2011
- WildTrex won the third-level YEP award - Educating and fun walks on the habitat and fauna for tourism and the educational sector

**Head of School:**

Mr. Seamus O'Shea

**Head of Department: Biological & Pharmaceutical Sciences**

Dr. Noel Mulligan

**Head of Department: Health & Leisure Studies:**

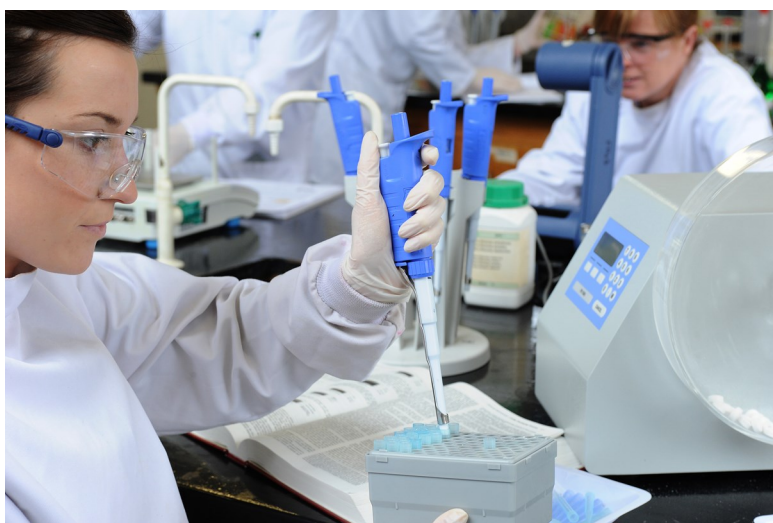
Dr. Michael Hall

**Head of Department: Computing & Mathematics:**

Dr. Noel Mulligan

**Head of Department: Nursing & Health Care Studies:**

Dr. Gary Brown



## Library Report

### Exhibition in the Library September 2010

The Library hosted an exhibition, 'Violence against Women 365 International Poster Exhibition' from 20th-29th September. The exhibition was hosted jointly by the Business Department and Opendoor Network. Aisling Sharkey, Fiona Mullins and Catherine Casey of Opendoor Network organised the exhibition which was launched by Miriam McGillicuddy.

### Self Issue System Launch (October 2010)

On October 7th the Library introduced a Book Self Issue system in both the North and South Campus libraries. The units are located in the South Campus Library Main Bookshelf Area and in the North Campus Library on the First Floor, in the Main Book Collection Area.

### Library Newsletter Autumn 2010, Volume 5, Issue 2

All staff and students were e-mailed on 20th October 2010 with a link to an electronic copy of this Newsletter on the Library Website. The Newsletter featured detailed Library Customer Survey Results 2010 (see below) as well as features on : Recent Online Resources; Self Issue Units; North Campus Library Layout; Study Spaces in the Library; Subject Guides. The Newsletter and full results of the survey can be accessed online via the Library web site at <http://www.library.ittralee.ie>

### Library Customer Survey Results 2010 (Library Newsletter October 2010)

#### Areas where you felt the Library was Performing Well

- Level of service
- Professionalism and helpfulness of library staff
- Communication with users
- Exam papers databases and web site.
- Range and usefulness of the library's online resources
- Group study and meeting room facilities
- Success of library staff in resolving your information queries.

#### Areas where you felt there was a need for Improvement

- Opening hours, both North and South Campus
- Number and range of books in the Library
- Controlling noise levels in the library, both South Campus and North Campus
- Photocopying and printing
- Number of PCs in the Library

#### This is how the Library plans to address these issues

##### *Library Opening Hours*

We have increased Library opening hours in the North Campus. Since September 2010 we are open two extra evening until 8pm (i.e. 9am-8pm Monday – Thursday). We will also open every Saturday in the North Campus during term time throughout the year (with the exception of Saturdays of Bank Holiday weekends). In the South Campus we will consult with the Students Union and Academic Staff in an effort to improve the design of the library

and Reading room area so as to improve the current service.

### ***Noise in the Library***

We will introduce increased supervision by the library staff of all areas of the library. We will also strictly enforce rules regarding library users causing a disturbance in the library, whether through talking or use of mobile phones. Fines will be imposed where necessary.

### ***PCs in the Library***

Introduction of new rules preventing library users from reserving PCs – if a PC is unused for 30 minutes it becomes available to all library users. As the problem of accessing PCs seems most acute in the North Campus and around exam time, we will open the Library User Education Room in the North Campus for general use for 2 weeks before and during Semester 1 and Semester 2 exams. This will make an extra 20 PCs available at these key times.

### ***Number and range of books in the Library***

We will endeavour to maximise access to books through the use of suitable lending rules: we will continue to liaise closely with academic staff and put copies of key text books on Counter Loan.

E-books – we have purchased a number of e-book packages, including ebrary and SAGE Reference which give simultaneous access to over 50,000 books both on and off-campus. We will continue to investigate the possibility of extending our e-book services.

### **Library Subject Guides**

In October the Library introduced a new range of subject guides covering all the major areas studied in the Institute, in Business, Science and Engineering. The guides have been designed to give subject specific examples of the contents of library resources, including e-books, online journals and databases, as well as useful websites. There are 8 Engineering Guides, 11 Science Guides and 12 Business Guides. The guides can be found online at <http://library.ittralee.ie/screens/SubjectGuides.html>

### **Entrepreneurship database trial**

The Library organised a trial of the ProQuest Entrepreneurship database which ran from October 19th to November 18th.

### **Database Training – Lexis Nexis (October 2010)**

Ian O'Carroll from Lexis Nexis facilitated four training sessions on the Lexis Nexis Business and Legal databases for staff and students on Thursday 21st October. The training sessions were held in U105 in the Library.

### **KTP Companies Library Orientation evening (November 2010)**

Representatives of 18 KTP Campus Companies attended the ITT on November 3rd for a Library Orientation evening. Those attending were given an overview of the resources the Library has to offer and a tour of the Library. The evening was organized by the Development Office in conjunction with Shannon Development.

### **List of Attendees**

Barabra Reen: Interbilling; Stephanie Watson: Bio Atlantis; Mike Barry: Saorgus Energy; Kathryn Kissane: Repay; Alison Boardman: Unique Voice Translations Services; Carmel O' Shea Maloney: O' Shea Maloney NY Law P.C. ; Peter Noonan: PN Software; Michael McAuliffe: Enercon Windfarm services Ireland Ltd.; Paudie Cronin: Neustock Media; David McKenna: Continuum Commerce Solutions; Emer Doyle: Aspen Grove; Luke Prendeville: FreeFlow ; Milosz Wojcik: DCS Energy Savings; Danielle Prendeville: Assess Ireland; Mary Boner: Glen Dimplex; Hiltje Nawijn: PulseLearning ; Geraldine Patton: Altobridge; Siobhan Naughton: Shannon Development; Marie Lynch: Shannon Development.

### **Irish Language Library website / Library Guides (November 2010)**

The Irish Language version of the Library website went live in November.

The website is located at [http://library.ittralee.ie/\\*iri](http://library.ittralee.ie/*iri)

The site can also be accessed from the main English language Library home page by clicking on the Gaeilge Link on the top menu bar. The Library also issued new Irish Language guides for four of the key library guides.

### **Aontas Adult Education Week February 2011**

A display of resources was held in the library to promote Aontas Adult Education Week.

### **Love Live Music Day April 2011**

The library hosted a display of some of the music resources available in the library as part of the Love Live Music Day event; resources on display included a selection of books, journals and recordings. There was also the chance to listen to recorded music composed by third year Music Technology students.

### **Seminar for Endeavour companies May 2011**

Representatives of the KTP Campus Endeavour companies attended the ITT in May for a Library Orientation evening. Those attending were given an overview of the resources the Library has to offer and a tour of the Library.

### **Library Journal usage survey May 2011**

An online survey of library print journal usage was circulated to all staff and students. In all 115 responses were received between May 4<sup>th</sup> and May 16<sup>th</sup>. The feedback from the survey was used as part of an in-depth report into print journal usage in IT Tralee compiled by library staff.

### **Library students and staff survey May/June 2011**

The Library circulated its annual online survey in to both staff and students. The option of completing a print version of the survey in the library was also available to students. The survey closed on 1<sup>st</sup> July. The survey sought feedback and comments on all aspects of the library service.



All staff and students were e-mailed a link to the survey on the 5th of May. A printed copy of the student survey was also made available in both the SC & NC libraries.

246 replies (on-line and in print) were received from students. 26 on-line replies were received from staff.

### **Library hosts Irish Innovative User Group Conference June/July 2011**

The Institute of Technology Tralee hosted the 2011 Irish Innovative User Group Conference on Thursday 30<sup>th</sup> June-Friday 1<sup>st</sup> July in the Solas Building, North Campus.

The theme for the conference was: 'Optimizing library services through co-operation and innovation'.

The first keynote Speaker was Dr. Philip Cohen (Head of Library Services at Dublin Institute of Technology) who looked at the possibilities of shared services and other developments in libraries within the current financial and political constraints

The second keynote Speaker was John Naughton, who is Professor of the Public Understanding of Technology at the Open University as well as the London Observer's Internet Correspondent. He drew on research for his forthcoming book 'From Gutenberg to Zuckerberg: what you really need to know about the Internet', to deliver a fascinating overview of how the Internet has developed over the last 20 years and its huge capacity to continue to change the media and information industries.

Terry Kendrick, who is MBA Programme Director in the University of East Anglia, focused on the importance of marketing in maximising use of library resources, particularly in a world where Google and other Internet providers offer students access to a wide range of free online information sources.

Cathal Mc Cauley, (Librarian, NUI Maynooth) drew on his research interests for his address. These include the harnessing of new technologies and new service models to enhance the library experience for staff and readers. In particular he looked at how some libraries have developed areas such as blogs, Twitter and Facebook to promote their services.

Other topics covered ranged from detailed computer applications, to an overview of e-book software and readers, to the results of a partnership approach to promoting ebrary software in IT Tralee. Speakers included Terry O'Brien and David Kane, Waterford IT; Dr Tom Farrelly, Tony Murphy and Catherine Murray, IT Tralee; Charles Montague and Christoph Schmidt-Supprian, Trinity College Dublin; Graham Woodruff, Innovative Interfaces Inc.

### **Library participates in STAR work experience program July/August 2011**

As part of the STAR work experience program, a 5<sup>th</sup> year student completed an 8-week work experience program in the Library.

### Library Staff

Patrick Doherty, Librarian

Catherine Murray, Deputy Librarian

Donal O'Sullivan, Assistant Librarian

Tony Murphy, Systems Librarian

Gerard Griffin, Senior Library Assistant

Josephine Deane, Library Assistant

Phyl Guerin, Library Assistant

Mary Hopkins, Library Assistant

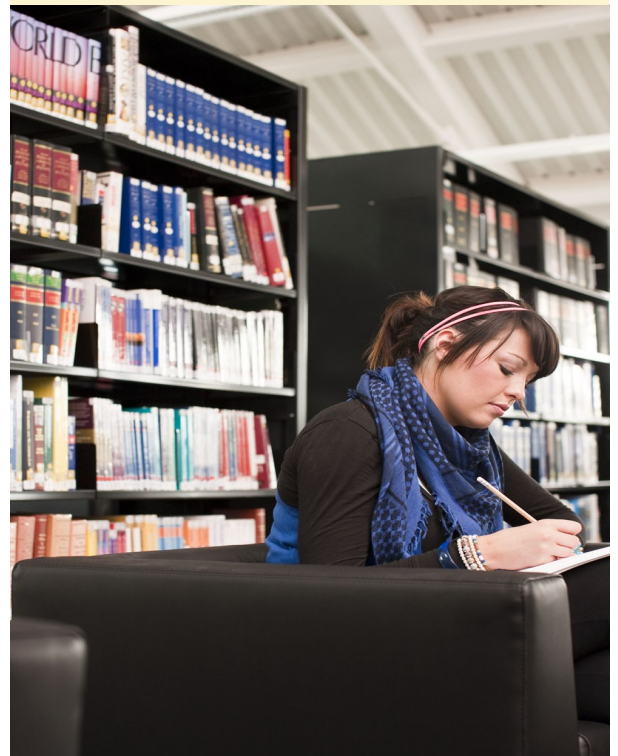
Siobhan O Callaghan, Library Assistant

Angela O Connor Desmond, Library Assistant

Catherine O Neill, Library Assistant

Mary Warner, Library Assistant

*Library & Information Resource Centre, IT Tralee,*



## Programmes

IT Tralee provides a range of full-time programmes in Business & Social Studies, Engineering & Construction Studies, and Science & Computing. The Institute has Delegated Authority from the Higher Education & Training Awards Council to make awards at Levels 6, 7, 8 and 9 (taught programmes) of the National Framework of Qualifications.

### **School of Business & Humanities:**

Certificate in Business Management (Minor Award)

Certificate in Entrepreneurship (Minor Award)

ACCA Accounting Technician Course

Higher Certificate Advanced Business Studies

Higher Certificate Business Studies

Higher Certificate Office Information Systems

Bachelor of Arts in Information Systems Management

Bachelor of Business Accounting

Bachelor of Business International Business

Bachelor of Business Management

Bachelor of Business Marketing

Bachelor of Arts in Applied Social Studies in Social Care

Bachelor of Arts in Early Childhood Care and Education

Bachelor of Arts in Youth and Community Work Practice

Bachelor of Arts in Adventure Tourism Management

Bachelor of Arts in Culinary Arts

Bachelor of Arts in Travel and Tourism Management

Bachelor of Arts (Honours) Information Systems Management

Bachelor of Business (Honours)

Bachelor of Business (Honours) - Management

Bachelor of Business (Honours) - Marketing

Bachelor of Business (Honours) - Accounting

Bachelor of Arts (Honours) in Early Childhood Care and Education

Bachelor of Arts (Honours) in Hospitality Management

Bachelor of Arts (Honours) in Interactive Multimedia

Bachelor of Arts (Honours) in TV Radio and New Media Broadcasting

Bachelor of Arts (Honours) in Music Technology

Bachelor of Arts in Applied Social Studies in Social Care

Bachelor of Arts (Honours) in Early Childhood Care and Education

Bachelor of Arts (Honours) in Youth and Community Work Practice

Bachelor of Arts (Honours) in Adventure Tourism Management

Bachelor of Arts (Honours) in Travel and Tourism Management

### **Hotel Catering and Tourism Programmes**

Advanced Certificate in Professional Cookery

Higher Certificate in Arts in Hospitality Studies

Higher Certificate in Arts in Culinary Arts

Higher Certificate in Arts in Bar Supervision

## Postgraduate Programmes

Masters through Research

Ph.D. through Research

Masters of Business

Master of Business in Enterprise

Masters of Business - Information Systems Management

Masters of Arts through Research

## School of Engineering

Certificate in Renewable Energy

Certificate in Energy Management

Certificate in Craft Transferable Skills

Higher Certificate in Engineering in Civil Engineering

Higher Certificate in Engineering in Construction

Higher Certificate in Engineering in Agricultural Engineering

Higher Certificate in Engineering in Mechanical Engineering

FAS Carpentry & Joinery Phase 4

FAS Carpentry & Joinery Phase 6

FAS Agricultural Mechanics Phase 4

FAS Agricultural Mechanics Phase 6

Bachelor of Engineering (Ordinary) Civil Engineering

Bachelor of Science (Ordinary) in Construction

Bachelor of Science (Ordinary) in Quantity Surveying

Bachelor of Engineering (Ordinary) Agricultural Engineering

Bachelor of Engineering (Ordinary) in Production Engineering

Bachelor of Engineering (Ordinary) in Mechanical and Electronic Engineering

Bachelor of Engineering (Ordinary) in Renewable Energy and Energy Management

Bachelor of Science (Honours) in Facilities Management

Bachelor of Science (Honours) in Construction Management

Bachelor of Science (Honours) in Manufacturing Management

Bachelor of Science (Honours) in Agricultural Engineering Management

Masters through Research

Ph.D. through Research

## School of Science

Certificate in Environmental Sciences (Minor Award)

Certificate in Information Technology Support (Minor Award)

Higher Certificate in Information Technology Support

Higher Certificate in Biological and Environmental Science

Bachelor of Science in Computing Software Development

Bachelor of Science in Computing Games Development

Bachelor of Science in Computing with Multimedia

Bachelor of Science in Pharmaceutical Analysis with Environmental Science

Bachelor of Science In Pharmaceutical Analysis with forensics

Bachelor of Science in Health and Leisure with Adapted Physical Activities

Bachelor of Science in Health and Leisure - Physical Education

Bachelor of Science in Health and Leisure - Fitness Professional

Bachelor of Science in Health and Leisure - Sports Development

Bachelor of Science In Health and Leisure - Wellness

Bachelor of Science in Health and Leisure with Massage

Bachelor of Science in Information Technology Support

Bachelor of Science ( Honours) Computing with Software Development

Bachelor of Science ( Honours) in Computing with Multimedia

Bachelor of Science (Honours) in Computing with Games Development

Bachelor of Science ( Honours) Degree in General Nursing

Bachelor of Science (Honours) in Nursing - Mental Health Nursing

Bachelor of Science (Honours) in Pharmaceutical Analysis with Environmental Science

Bachelor of Science (Honours) In Pharmaceutical Analysis with Forensics

Bachelor of Science (Honours) in Physical Education Studies

Bachelor of Science (Honours) in Wildlife Biology

Bachelor of Science (Honours) in Computing with Games Development

Bachelor of Science (Honours) in Computing with Multimedia

Bachelor of Science (Honours) in Computing with Software Development

Bachelor of Science (Honours) in Health and Leisure with Adapted Physical Activities

Bachelor of Science (Honours) in Health and Leisure - Physical Education

Bachelor of Science (Honours) in Health and Leisure - Fitness Professional

Bachelor of Science (Honours) in Health and Leisure - Sports Development

Bachelor of Science (Honours) in Health and Leisure - Wellness

Bachelor of Science (Honours) in Health and Leisure with Massage

Masters & Ph.D through research

Masters of Science In Educational Technologies

Diploma in Nursing Leadership

Master of Science in Nursing

## External Examiners

External examiners are appointed by the Institute to ensure regulation of standards at examinations moderated by the Council. External examiners may be appointed in relation to a programme as a whole or to individual subjects.

The functions of the external examiners are to:

- Ensure the appropriate standards are applied
- Ensure comparable standards between institutions
- View the drafts of all examinations papers, model answers and marking schemes and make revisions, corrections, amendments etc., which they deem appropriate
- Form a judgement on the appropriateness of marking, at all levels of classification, of examination materials presented to candidates
- View assessment material presented by students
- Visit the Institute once in each academic year

The following worked as external examiners to the Institute during the Academic Year 2010/2011.

### School of Business & Social Studies

Mr. John Andy Bonar	Bachelor of Business Bachelor of Business (Honours) Bachelor of Arts in Information Systems Management Bachelor of Arts (Honours) in Information Systems Management
Mr. Donagh O'Shea	Bachelor of Arts (Honours) in Music Technology
Mr. Gerard Long	Higher Certificate in Business Studies Bachelor of Business Bachelor of Business (Honours)
Dr. Kerry Hagen	Bachelor of Arts (Honours) in Music Technology Bachelor of Arts (Honours) in TV, Radio and New Media Broadcasting Bachelor of Arts (Honours) in Interactive Multimedia
Mr. Richie Hoare	Master of Business Administration
Mr. Cathal Kearney	Higher Certificate in Business (Advanced Business) Higher Certificate in Business Bachelor of Business Higher Certificate in Business in Office Information Systems

	<p>Bachelor of Arts in Information Systems Management</p> <p>Bachelor of Arts (Honours) in Information Systems Management</p> <p>Bachelor of Business (Honours)</p>
Ms. Noelle O'Connor	<p>Bachelor of Arts in Adventure Tourism Management</p> <p>Bachelor of Arts (Honours) in Adventure Tourism Management</p>
Mr. Tomas Mangan	<p>Higher Certificate in Hospitality Studies</p>
Mr. Barry Donnelly	<p>Higher Certificate in Business (Advanced Business)</p> <p>Higher Certificate in Business</p> <p>Bachelor of Business (Ordinary) Add-on</p> <p>Bachelor of Business (Honours) Add-on</p> <p>Bachelor of Business (Honours) ab-initio</p>
Dr. Kevin Lalor	<p>Bachelor of Arts in Social Care</p> <p>Bachelor of Arts (Honours) in Social Care</p> <p>Bachelor of Arts (Honours) in Early Childhood Care and Education</p>
Mr. Tom O'Connor	<p>Bachelor of Arts in Social Care</p> <p>Bachelor of Arts (Honours) in Social Care</p>
Ms. Lorraine Halpin	<p>Higher Certificate in Business in Office Information Systems</p> <p>Bachelor of Arts in Information Systems Management</p> <p>Bachelor of Arts (ab-initio) in Information Systems Management</p> <p>Higher Certificate in Business in Office Information Systems</p>
Mr. Gerard Phillips	<p>Bachelor of Arts in Social Care</p> <p>Bachelor of Arts (Honours) in Social Care</p>
Dr. Aidan Daly	<p>Master of Business</p>
Ms. Grainne Daly	<p>Bachelor of Arts in Tourism &amp; Travel Management</p> <p>Bachelor of Arts (Honours) in Tourism &amp; Travel Management</p>
Ms. Mary Reid	<p>Higher Certificate in Culinary Arts.</p> <p>Total Immersion Programme</p>
Dr. Deirdre Horgan	<p>Bachelor of Arts in Early Childhood Care and Education</p> <p>Bachelor of Arts (Honours) in Early Childhood Care and Education</p> <p>Bachelor of Arts in Early Childhood Care and Education</p>
Dr. Ann Thorne	<p>Master of Business Administration</p>



Ms. Joan McDonald	Bachelor of Business (Honours) ab-initio Higher Certificate in Business
Mr. Michael Murphy	Bachelor of Arts (Honours) in Interactive Multimedia Bachelor of Arts in Information Systems Management Bachelor of Arts (Honours) in TV, Radio & New Media Broadcasting Bachelor of Arts (Honours) in Interactive Multimedia
Mr. Frank Xavier O'Connor	Bachelor of Arts in Culinary Arts (Part-time)
Mr. Steve McNamara	Bachelor of Arts in Youth & Community Work Practice
Mr. Philip Brazil Ms. Moragh Canney	Advanced Certificate in Professional Cookery Advanced Certificate in Tourism Studies with Business
Ms. Gail Cotter Buckley	Higher Certificate in Arts in Bar Supervision
Ms. Denise Lyons	Bachelor of Arts in Early Childhood Care and Education Bachelor of Arts in Social Care Bachelor of Arts in Youth and Community Work Practice
Ms. Nuala O'Connor	Bachelor of Arts (Honours) in Interactive Multimedia Bachelor of Arts (Honours) in Music Technology Bachelor of Arts in TV, Radio and New Media Broadcasting
Mr. Donncha O'Donoghue	Higher Certificate in Business Studies Bachelor of Business (Honours)
Ms. Clare O'Grady	Higher Certificate in Business in Office Information Systems Bachelor of Arts in Information Systems Management Bachelor of Arts (Honours) in Information Systems Management Bachelor of Arts in Information Systems Management (ab-initio)
Ms. Deirdre Scott	Bachelor of Arts in Early Childhood Care and Education Bachelor of Arts in Early (Honours) Childhood Care and Education

## School of Science & Computing

Dr. Sean Reidy	Bachelor of Science in Pharmaceutical Analysis with Forensics
	Bachelor of Science (Honours) in Pharmaceutical Analysis with
	Bachelor of Science in Pharmaceutical Analysis with Environmental
	Bachelor of Science (Honours) in Pharmaceutical Analysis with Higher Certificate in Pharmaceutical Analysis with Cosmetics
	Bachelor of Science in Pharmaceutical Analysis with Cosmetic
	Bachelor of Science (Honours) in Pharmaceutical Analysis with Bachelor of Science in Pharmaceutical Analysis with Forensics
Mr. Andrew Beatty	Higher Certificate in Science & Computing - Information Technology Support
	Bachelor of Science in Computing in Software Development
	Bachelor of Science (Honours) in Computing in Software Development
	Bachelor of Science in Computing with Games Development
	Bachelor of Science (Honours) in Computing with Games Development
	Bachelor of Science in Computing with Multimedia
	Bachelor of Science (Honours) in Computing with Multimedia
	Bachelor of Science in Computing with Information Technology Support
	Bachelor of Science in Computing with Interactive Web Development
	Bachelor of Science (Honours) in Computing with Interactive Web Development
	Higher Diploma in Science in Computing
Dr. Liam Hennessy	Bachelor of Science in Health and Leisure Studies
	Bachelor of Science (Honours) in Health, Fitness and Leisure Studies
Ms. Pauline Jordan	Bachelor of Science in Health & Leisure Studies
	Bachelor of Science (Honours) in Health, Fitness and Leisure Studies
	Bachelor of Arts in Adventure Tourism Management
	Bachelor of Arts (Honours) in Adventure Tourism Management
	Bachelor of Arts in Travel & Tourism Management Bachelor of Arts (Honours) in Travel & Tourism Management

Ms. Audrey Chambers	Bachelor of Science (Honours) in General Nursing Bachelor of Science (Honours) in Nursing (ACCS)
Ms. Jane McCarthy	Bachelor of Science (Honours) in General Nursing Bachelor of Science (Honours) in Mental Health Nursing
Dr. Andy Fogarty	Higher Certificate in Science in Biological & Environmental Bachelor of Science (Honours) in Wildlife Biology Bachelor of Science in Pharmaceutical Analysis with Forensics  Bachelor of Science in Pharmaceutical Analysis with  Bachelor of Science (Honours) in Pharmaceutical Analysis with  Bachelor of Science (Honours) in Pharmaceutical Analysis with Bachelor of Science in Applied Biology
Dr. R.H. Morgan	Master of Science in Educational Technologies
Dr. Siobhan McClean	Higher Certificate in Science in Biological & Environmental Bachelor of Science (Honours) in Wildlife Biology Bachelor of Science in Pharmaceutical Analysis with Forensics  Bachelor of Science (Honours) in Pharmaceutical Analysis with  Bachelor of Science in Pharmaceutical Analysis with  Bachelor of Science (Honours) in Pharmaceutical Analysis with Bachelor of Science in Applied Biology
Dr. Barry Feeney	Higher Certificate in -Computing - Information Technology Bachelor of Science in Computing in Software Development  Bachelor of Science (Honours) in Computing in Software Bachelor of Science in Computing with Games Development Bachelor of Science in Computing with Multimedia Bachelor of Science (Honours) in Computing with Multimedia  Bachelor of Science in Computing with Information Technology

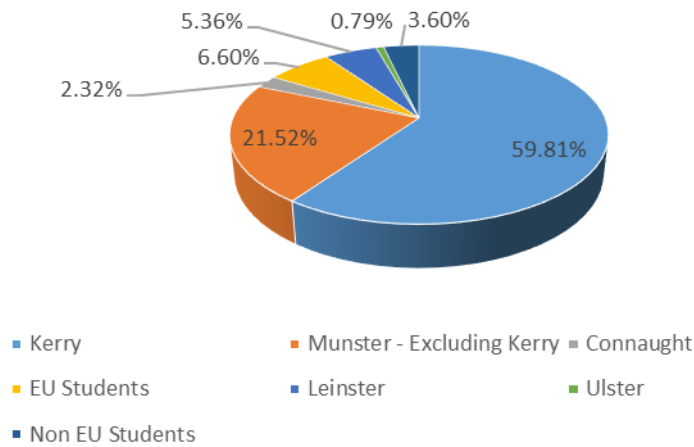
	<p>Bachelor of Science in Computing with Interactive Web Development</p> <p>Bachelor of Science (Honours) in Computing with Interactive Web Development</p> <p>Higher Diploma in Science in Computing</p>
Mr. Gordon Mitchell	Bachelor of Science (Honours) in Mental Health Nursing
Dr. Evelyn Carnegie	<p>Bachelor of Science (Honours) in Physical Education Studies</p> <p>Bachelor of Science (Honours) in Health, Fitness and Leisure Studies</p>
Dr. Susan Crawford	<p>Bachelor of Science in Health and Leisure Studies</p> <p>Bachelor of Science (Honours) in Health, Fitness and Leisure Studies</p> <p>Bachelor of Science (Honours) in Physical Education Studies</p>
Dr. Frank O'Brien	<p>Higher Certificate in Science in Biological and Environmental Studies</p> <p>Bachelor of Science (Honours) in Wildlife Biology</p>
Dr. Rory Harrington	<p>Higher Certificate in Biological and Environmental Studies</p> <p>Bachelor of Science (Honours) in Wildlife Biology</p>
Dr. Brian Coates	<p>Bachelor of Science (Honours) in Physical Education Studies</p> <p>Bachelor of Science in Health and Leisure with Physical Education</p>
Ms. Shirley Congdon	Masters of Science in Nursing
Dr. Tadhg MacIntyre	<p>Bachelor of Science in Health &amp; Leisure Studies</p> <p>Bachelor of Science (Honours) in Health, Fitness and Leisure Studies</p> <p>Bachelor of Science (Honours) in Physical Education Studies</p>
<b>School of Engineering</b>	
Mr. Michael Williams	<p>Higher Certificate in Science in Construction Studies</p> <p>Bachelor of Science in Construction Studies</p>
Dr. Tadhg Brosnan	<p>Higher Certificate in Engineering in Agricultural Engineering</p> <p>Bachelor of Engineering in Agricultural Engineering</p>
Mr. Michael O'Gorman	Bachelor of Engineering in Mechanical and Electronic Engineering
Mr. Donal Collins	Bachelor of Science (Honours) in Construction Management

Mr. John Bright	Higher Certificate in Science in Construction Studies Bachelor of Science in Construction Studies
Mr. Rory Kilgallen	Higher Certificate in Engineering in Mechanical Engineering  Bachelor of Engineering in Mechanical and Electronic
Mr. Tomas O'Donoghue	Higher Certificate in Engineering in Civil Engineering Bachelor of Engineering in Civil Engineering
Mr. Sean Doyle	Higher Certificate in Engineering in Civil Engineering Bachelor of Engineering in Civil Engineering
Mr. Tom King	Bachelor of Science (Honours) in Agricultural Engineering
Mr. Brian Graham	Bachelor of Science (Honours) in Construction Management
Mr. Robert Smyth	Bachelor of Science in Quantity Surveying
Mr. Anthony Herlihy	Higher Certificate in Engineering in Mechanical Engineering Bachelor of Engineering in Production Engineering  Bachelor of Science (Honours) in Manufacturing Engineering
Mr. Eoin O'Neill	Bachelor of Science in Quantity Surveying
Mr. Brian Buckley	Bachelor of Science in Renewable Energy and Energy

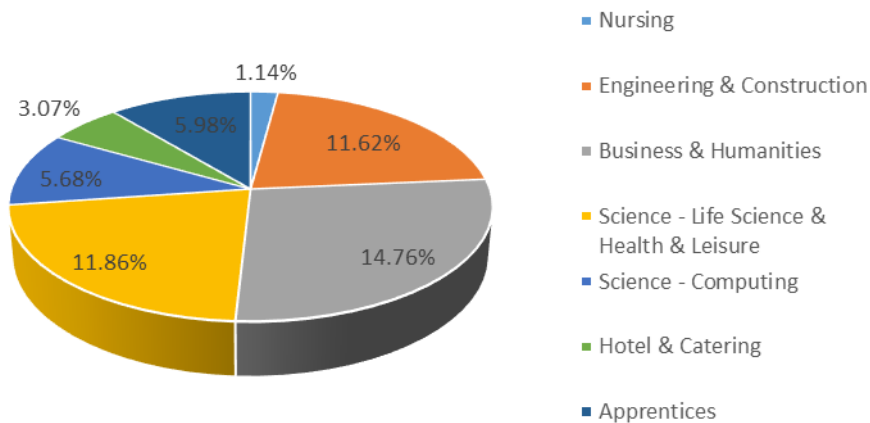
## Student Statistics

INSTITUTE OF TECHNOLOGY, TRALEE			
ANNUAL RETURNS - FULL-TIME STUDENT REGISTRATION 2010/11 (at 31st October 2010)			
Third Level Enrolments by Level of Award		Total No	Percentage
Foundation - Level 05			
School of Science - Life Science/Health & Leisure		91	
Level 05 Total		91	3.04%
Higher Certificate - Level 06			
School of Business & Humanities		295	9.85%
School of Engineering		140	4.68%
School of Science - Life Science/Health & Leisure		17	0.57%
School of Science - Computing		27	0.90%
Level 06 Total		479	16.00%
Ordinary Degree - Level 07			
School of Business & Humanities		520	17.37%
School of Engineering		168	5.61%
School of Science - Life Science/Health & Leisure		281	9.39%
School of Science - Computing		118	3.94%
Level 07 Total		1087	36.31%
Honours Degree - Level 08			
School of Business & Humanities		539	18.00%
School of Engineering		48	1.60%
School of Science - Life Science/Health & Leisure		180	6.01%
School of Science - Computing		49	1.64%
School of Nursing		278	9.29%
Level 08 Total		1094	36.54%
Full and Part Time Post Graduates Level 09 and 10 (at 1st March 2011)			
School of Business & Humanities		20	0.67%
School of Engineering		1	0.03%
School of Science - Computing		10	0.33%
School of Nursing		9	0.30%
School of Science - Life Science/Health & Leisure		9	0.30%
Post Graduate Total		49	1.64%
Hotel & Catering - Failte Ireland Programmes Full Time (Apprenticeship Level)		15	0.50%
Apprenticeships (End of Academic Year)		179	5.98%
INSTITUTE TOTAL:		2994	100.00%

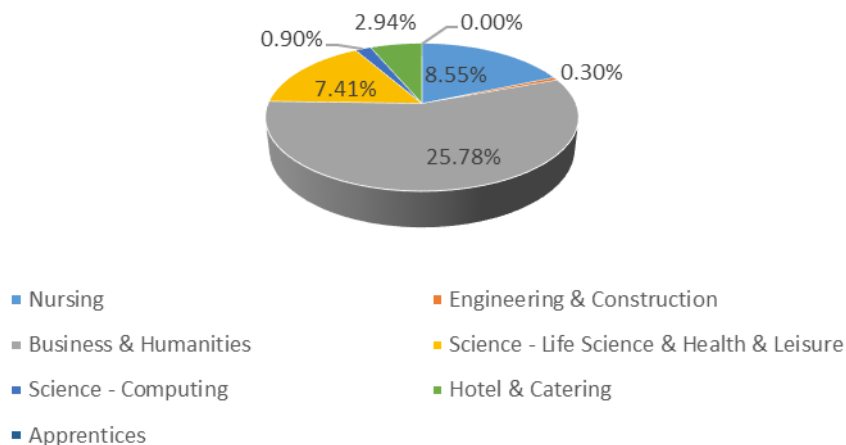
**Domiciliary Origin of Full-Time Third Level Students  
2010 / 2011**



**Full-Time Third Level/Apprenticeship/Postgraduate  
Enrolments - Male 2010 / 2011**

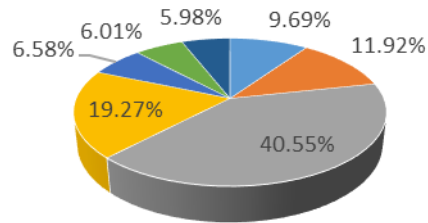


**Full-Time Third Level/Apprenticeship/Postgraduate  
Enrolments - Female 2010 / 2011**



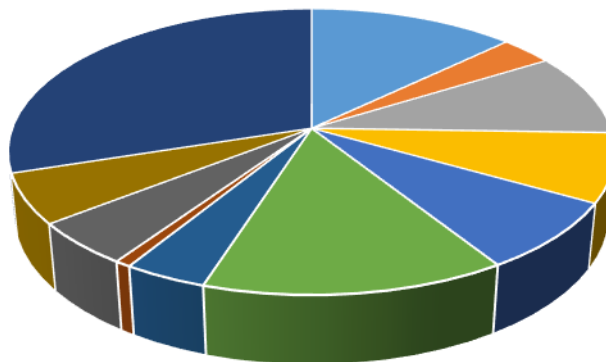


### Full-Time Third Level/Apprenticeship/Postgraduate Enrolments - by discipline 2010 / 2011



- Nursing
- Business & Humanities
- Science - Computing
- Apprentices
- Engineering & Construction
- Science - Life Science & Health & Leisure
- Hotel & Catering

### Socio Economic Background New Entrants to Third Level only 2010 / 2011



- Farmers - 12.86%
- Higher Professionals - 3.29%
- Employers/Managers - 9.35%
- Own Account Workers - 7.76%
- Non Manual - 7.76%
- Manual Skilled - 13.92%
- Unskilled - 3.83%
- Agricultural Workers 0.74%
- Lower Professional - 4.98%
- Semi Skilled - 5.63%
- All other gainfully occupied and unknown - 29.97%

## Student Services Report

Student Services in Institute of Technology Tralee is accessed by an increasing number of students each year, while the objective remains the same:

“Creating a caring and supportive environment to ensure all students are supported and empowered to reach their full personal and academic potential”.

Year on year the processes which embody the student services are reviewed, and where improvements can be achieved they are actioned. As the number and diversity of students attending the Institute expands the challenge for the services will be to maintain the high standard of student service provision which has existed to date.

### Access & Disability

The Access Officer continues to engage with regional groups with the objective of strengthening the tradition in IT, Tralee of providing access and support for students with disabilities. This academic year saw a total of 215 registered students with disabilities and learning difficulties, including students with dyslexia. This outlined a clear focus on the admission and support of students with disabilities and learning difficulties.

Continued growth was seen in the numbers availing of the services of the Access Office throughout the year. One to one needs’ assessments continued as did on-going support for students with disabilities. The institute continues to accommodate the highest percentage of mature students (24%) in comparison with any other Institute of Technology. The Pathfinders Programme (Access Programme) progressed well during the year with an emphasis given to ensuring the Pathfinders co-ordinator was in place for the new academic year and the programme was fully evaluated. The Pathfinder programme caters for 105 new second level students each year. Consisting of fifth year and leaving certificate class groups from 9 designated schools. For this academic year 48 students were registered on courses of study in the Institute. The Sports for Success Programme continued with 81 primary school students participating and supported by the students of Health and Leisure. This year saw the continuation of referral of students to the Adaptive Technology Assessment Centre (ATAC) at UL. This cross service arrangement covers both disability and learning disability.

In line with ESF criteria a tendering process was employed to secure disability services such as Sign Language Interpretation and electronic note-taking services. In addition transportation for students with disabilities was also put to tendered The ESF disability and Student Assistance Fund underwent a DES audit and both areas were reported by the auditors to be without issues.

### **Dyslexia Support Tutor**

The Dyslexia Support Office has a key role in the learning objectives of the Institute's Strategic Plan. Resources for this programme of support are confined to a part time tutor covering in excess of 164 students with varying needs. The number of students availing of the service has grown significantly from 99 students in 07/08. Increased involvement with pre-entry students has led to better prepared students on entry, while identifying students to the services earlier. This service further strengthened the links with UL and more importantly has helped to provide specific on-site training in Adaptive Technology equipment for our students. ATAC support continues to be complemented by direct support from the library staff and the availability of the Adaptive Technology Room in the Library and Information Resource building. Links with Nursing: The Dyslexia Support Tutor continues to collaborate with the Nursing Department and the H.S.E. with regard to needs assessment and on-going support for student nurses registered with the IT Tralee Dyslexia Support Service on clinical placement. Developments have been on-going and it is anticipated that the support model, currently under construction, will be launched September 2013.

### **Mature Student Learning Support Tutor**

Further collaboration between the two services is anticipated. Planning is underway for some joint ventures in subject areas where high demand for One-to-One tuition is apparent.

### **Chaplaincy**

The Chaplain provides pastoral support for students, staff and bereaved family members. He also plays a pivotal role in the co-ordination of the allocation of the Student Assistance Fund. Through individual meetings with students during the year, the Chaplain has directed students in need to the fund and helped guide them through the process. For students in severe financial difficulty the Benevolent Fund has been in much demand this year due to the economic downturn having a direct impact on the increase in demand for financial support. The sad death of three students at different times throughout the year highlighted the essential presence of the Chaplain at the time of the death and in providing follow-up support and memorial services.

### **Health Centre**

The Health Centre is open to students every day of the college week. . The centre continues to offer free nurse visits with doctor appointments available at €10. Student health problems of a physical, psychiatric or psychological nature related mainly to lifestyle, personal issues, course/study related stresses and injuries. Health Clinics and health promotion events were held throughout the year. Doctor availability hours were maintained this year at 3 hours for 4 days each the week, providing for greater availability of the Doctor to the students. Budgetary demands will require this to be reviewed each year. The Health Centre also provides vaccination facility for students on work placement in the community. A protocol for managing and referring 'Students at Risk' was agreed with the Doctor, Nurse and Relevant Support Staff. This was in turn made available to all staff. The Health Centre provided a work placement for a medical Secretary for a four month period.

## **Counselling**

The counselling service within ITT provides once off and on-going counselling to registered students. The service operates under a screening process where each referral/self-referral is screened by the counsellor to best determine the type and level of support which the student may need. Additionally, this screening helps highlight any significant issues which may need to be directed on to the Institute Health Centre or specific external agencies. Often times counselling screening and initial sessions prove sufficient for students to help them progress through a difficult/challenging period in their lives. In other cases a longer programme of sessions or additional referrals are required to help students work through more complex issues. One to one counselling is by far the most popular method of receiving counselling. Certain workshops and group sessions were continued, particularly through the Mature Student Peer Mentor programme (MSPM), linkage with the Mature Student Learning Support Tutor has also proved beneficial.

Services provided by the counsellor include:

- Lifestyle and mental health workshops
- Managing exam stress
- Assessment and counselling
- Mindfulness training
- Advice for staff/students

The formalisation of the “Counsellor in Training” programme this year allowed for qualified counsellors to gain accreditation and training counselling hours within the Institute. This programme has allowed for an increase in the number of counselling hours available within the service, allowing for an increased number of students to avail of the Counselling Service. The service continues to maintain and build relationships with outside organisations/agencies. Growth in access to the counselling service by mature students has been noticeable throughout the year.

## **Sport**

The Sports Office continues to provide a competitive programme of sports, catering for the competitive and recreational sports enthusiasts within the student population. The growth in sports involvement has continued despite the lack of indoor sports facilities on campus. It is hoped that plans in train to develop indoor sports facilities over the coming years will help to further develop sports participation in the Institute.

### **HURLING**

#### **Ryan Cup Winners**

Nickie Quaid received a Fitzgibbon Cup Hurling All-Star award for. Nickie was named at mid-field on the All-Star selection.

### **SENIOR FOOTBALL**

#### **Div 2 League Winners**

## FRESHER FOOTBALL

Div 2 League Winners

## LADIES FOOTBALL

Martina O'Brien received a Ladies Football All-Star award. Martina was named as goalkeeper on the All-Star selection.

## CAMOGIE

Orlaith Murphy received a Purcell Cup Camogie All-Star award. Orlaith was named at full forward on the All-Star selection.

## HANDBALL

Shauna Hilley won the USHA National Collegiate's Open Title in Arizona.

Danny O Riordan won ICHA B Singles Intervarsity title

Shauna Hilley & Fergal Collins won silver medals at 40x20 ICHA Intervarsities

Shauna Hilley won a silver medal at 60x30 ICHA Intervarsities

Cian Walsh won a gold medal in the Challenger Division 60x30 ICHA Intervarsities

## BOXING

Lee Bradley secured his 5th consecutive Senior Boxing title at the Intervarsities

## ROWING

Monika Dukarska successfully defended her University title when she won Gold at the University Championships in the Women's Senior 1x

## TAEKWONDO

Taekwondo Intervarsity Results

Yann Sourisseau 1st place in lightweight sparring division

Maxime Lorenzi 2nd place in lightweight sparring division

Max Merel 3rd place in heavyweight sparring division

In the Team event ITT were placed second in the team coloured belt sparring event defeating UCD (2-1) before eventually losing out to UCC (2-1)



## JUDO

Judo Intervarsity Results;

John Griffin and Jamie Kevany-McMahon won Bronze medals in the plus 100kg category

John Griffin also won bronze in the Lower Kyu Category

ITT also won Bronze in the team event

## RACQUETBALL

At the Racquetball Intervarsities the ITT team was place second in the team event and Gareth Clarke came second in the 'B' competition.

## RUGBY

Sean Hurley, Jason Thong, Brian Mullins and Eoghan Anderson were all selected on the Munster Colleges Squad for the Interprovincial series.

Cathal O Reilly was selected on the Irish Rugby League student squad.

## SOCCER

Jenni Lyttle was selected on the Munster Interprovincial Squad and Irish Combined Colleges Squad. Jenni also received a Premier League All Star

## ATHLETICS

Daniel Clifford won Gold in the Shot Putt at the IUAA Indoor Championships

Daniel Clifford won Silver in the Shot Putt at the IUAA Outdoor Intervarsity Championships

## Societies

IT, Tralee offers a comprehensive range of societies catering for a diverse range of student interests. From Airsoft to Art, Radio to Drama up to 20 societies are on offer to students at any one time. As trends change so too do the societies on offer to IT, Tralee students. The life cycle of societies allows for new societies to set up each year to cater for the interests of students. The statistics for the year show that 31% of registered full time students are active members within Societies. These figures give an insight into the growing interest in societies within the IT, Tralee. This is a significant year on year growth in involvement in societies. With societies going through the traditional life cycle of popularity new societies for the past year were Airsoft and Musical Theatre.

### Membership Comparison

AY10/11: 31% of registered students involved in Societies

AY09/10: 26% of registered students involved in Societies

AY08/09: 20% of registered students involved in Societies

### Membership Retention:

AY09/10: 888 students registered, 699 are active members –  
79% retention of registered members

AY08/09: 1003 students registered, 461 were active members –  
46% retention of registered members

---

### **Careers**

The Careers Service at IT, Tralee offers a wide range of support for students to help them best determine a suitable career path and how to go about starting their careers after graduation. Particular areas of focus include: c.v. preparation, interview techniques, job hunting techniques, networking, identification of key skills, information on postgraduate studies, coaching to help determine suitable next steps. These are but a sample of the unique services on offer, additionally the careers office has a new initiative underway with a very focused objective.

With the help of a focus group of employers and a networking event of local employers the concept for the Steps to Success programme was developed during AY2009/2010. This programme of interpersonal and skill development was piloted during this academic year. The focus of the programme has been to guide students of the ISM400 class group in identifying their key skills, their most marketable characteristics and how best they should go about seeking and preparing themselves for potential jobs. The programme fostered relationships with industry and business mentors, matching students with particular career interests with employers and experts within the related field. The Steps to success programme was developed and delivered in co-operation with the Department of Informatics, members of Academic staff and business experts.

### **Dormant Account Projects**

The Traveller Liaison Project funded from the Dormant Account Fund continued through 2010/2011. Significant progress was made by the Traveller Liaison Officer, Christina Boland, building contacts within the traveller community in addition to generating a better understanding of the educational requirements/outreach programmes within the community. Two consultation days were facilitated at ITT for junior cycle and senior cycle Travellers in second-level. 30 and 34 students respectively attended and feedback on their secondlevel experiences were collated to inform the Kerry Interagency Traveller Strategy. An experiential taster programme in Professional Cookery for 16 women from the traveller community was facilitated within the Hotel, Tourism and Culinary Arts department. Exploring the World of Work started March 12th 2011 for 5 weeks. A careers-focussed programme designed to engage primary school children in their studies through the medium of facilitated careers exploration, 14 Traveller children attended the programme which was delivered in the Family Resource Centre in Ballyspillane, Killarney. Star Pupil is a second-level retention initiative where local employers and public services have undertaken to employ a Traveller student who has just completed 5th year of their studies for an 8-week period each summer. IT Tralee will be participating in this initiative for the first time this summer; June and July 2011 by taking on one Traveller student from 5th year.



### **Learning Support Tutor for Mature Students**

Jane Brennan is the tutor, and the position is funded by the dormant account cycle II made significant progress in providing learning support primarily directed at the mature student cohort. Lunch time, group and individual sessions were offered and availed of by students covering areas such as academic writing, time management, exam preparation.

A self-perception survey was carried out during Orientation 2010 with new mature students. These students were asked to rate their experience and confidence in a range of aspects of academic literacy. 142 students completed the survey, which was then analysed for areas of greatest perceived need. The survey was used as a basis for developing an initial schedule of workshops

### **Workshops**

A total of 49 student workshops were held in the academic year 10/11 covering a wide variety of study skills topics.

Learning areas addressed by workshops have included: academic writing (various aspects), reading strategies, time management, and exam preparation.

Workshops were scheduled at different times in order to maximise accessibility for students. This included evening, Saturday and lunch time sessions.

Workshops have been attended by students at all stages of study – from first year to postgraduate.

### **Individual Study Guidance Meetings**

Mature students are offered individual study guidance and support through one to one meetings. The majority of students attending guidance sessions have been from the schools of Business and Humanities and Science and Computing. Academic writing, time management, exam preparation and stress are the issues most commonly requested in these meetings

### **Small group supports**

Students have been encouraged to work collaboratively in developing study skills. They have been offered support in setting up study groups to meet on a regular basis.

Study groups have been supported during the year: primarily on exam preparation, writing skills and IT.

### **Online support**

Study skills materials have been provided to students through WebCT, on a Facebook page and via email.

### **Mature Student Peer Mentoring**

All first year mature students are offered the opportunity to be assigned a more senior student as Peer Mentor. In AY10/11 130 first year students participated in this scheme, along with 22 Peer Mentors.

## Human Resources Report

The Institute of Technology Tralee employs over 500 staff members which equate to approximately 340 whole time equivalent. HR play an integral part in supporting the strategy aims of the Institute through the management of the recruitment, training, development, industrial and staff relations and remuneration processes.

### Overview

- The Institute continues to see a growth in student numbers and a decline in staff numbers due to the Employment Control Framework.
- 8 staff members retired from the Institute
- 29 new staff were recruited
- Through the Training and Development programme 11 staff were supported to achieve additional academic qualifications.
- The HR department rolled out and managed an executive coaching programme for senior managers.
- Managers took part in an Archimedes programme which included training in the following areas:
  - Coaching
  - Marketing & Communication Skills
  - Negotiation & Influencing
  - HR for line managers
  - Providing Leadership
  - Management Programme
- The HR department successfully rolled out an e-recruitment process

## Financial Report

The financial statements for the year ended 31 August 2011 were certified by the Comptroller & Auditor General on 31 July 2012. The financial statements, extracts of which are set out below, are prepared in accordance with generally accepted accounting principles under the historical cost convention (except for certain assets which are included at valuation) and with the requirements of the Minister for Education & Science.

### Income & Expenditure

The results for the year show an operating deficit of €740k to give an accumulated surplus to 31 August 2011 of €2,695k. The current income for the year fell by 9.4% to €32,771k, which included state grants of €15,410k and tuition fees of €6,248k. The current expenditure for the year amounted to €33,511k, which included staff costs of €22,586k. An amount of €1,168k was allocated from the state recurrent grant to fund capital expenditure.

### Capital Account

The college acquired fixed assets totalling €2,140k during the year. The depreciation charge for the year amounted to €2,889k and the net value of tangible assets at 31 August 2011 had reduced to €50,712k

### Land & Buildings

A full valuation of Land & Buildings is due to be carried out by the Valuations Office and on completion the values determined will be incorporated in the financial statements. Pending the outcome of this exercise, land is valued at nil and buildings are valued on a depreciation replacement cost basis. Other fixed assets in existence at 1 January, 1993 have been valued on the basis of open market value for existing use. All subsequent additions are stated at cost

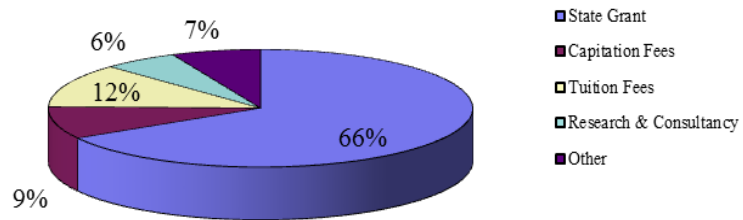
**Institute of Technology Tralee**  
**Income & Expenditure Account for the year ended 31 August 2011**

	<b>2011</b>	<b>2010</b>
	<b>€'000</b>	<b>€'000</b>
<b>Income</b>		
State Grant	15,410	17,983
Tuition Fees	6,248	6,574
Student Registration Charges	3,942	3,639
Amortisation of Deferred Capital Grants	2,889	2,902
Research, Grants and Contracts	1,871	2,538
Other Income	1,976	2,145
Student Support Funding Income recognised	240	234
Interest Income	195	162
	<b>32,771</b>	<b>36,177</b>
<b>Expenditure</b>		
Academic Departments	18,036	18,890
Academic Services	1,841	1,818
Facilities Costs	3,649	3,634
Central Administration and Services	4,087	3,838
Student Services and Amenities	897	764
Research, Grants and Contracts	1,872	2,546
Student Support Funding Income applied	240	234
Depreciation	2,889	2,902
	<b>33,511</b>	<b>34,626</b>
<b>OPERATING SURPLUS</b>	<b>(740)</b>	<b>1,551</b>
<b>TRANSFERRED TO RESTRICTED RESERVES</b>	<b>(1,265)</b>	<b>(1,595)</b>
<b>ACCUMULATED SURPLUS AT 1 SEPTEMBER</b>	<b>4,700</b>	<b>4,744</b>
<b>ACCUMULATED SURPLUS AT 31 AUGUST</b>	<b>2,695</b>	<b>4,700</b>

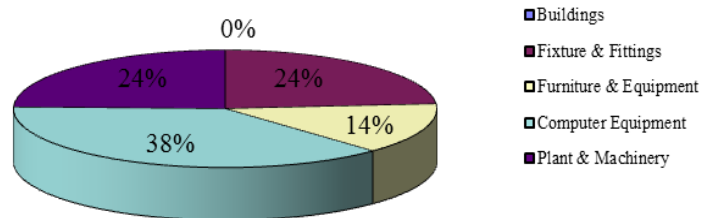
**Institute of Technology Tralee**  
**Balance Sheet as at 31 August 2011**

	<b>2011</b> <b>€'000</b>	<b>2010</b> <b>€'000</b>
<b>FIXED ASSETS</b>	<u>50,712</u>	<u>51,461</u>
<b>CURRENT ASSETS</b>		
Debtors and Prepayments	1,174	4,051
Cash at bank and in hand	10,510	8,458
	<u>11,684</u>	<u>12,509</u>
<b>CREDITORS</b>		
Creditors and Accrued Expenses - Amounts falling due within one year	(4,649)	(4,703)
	<u>7,035</u>	<u>7,806</u>
<b>NET CURRENT ASSETS</b>		
	<u>57,747</u>	<u>59,267</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<u>57,747</u>	<u>59,267</u>
<b>Represented by</b>		
Deferred Capital Grants	50,712	51,461
Income and Expenditure Account	2,695	4,700
Capital Development Reserve	4,340	3,106
	<u>57,747</u>	<u>59,267</u>

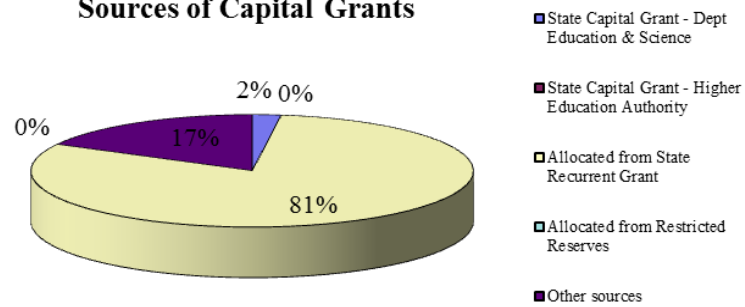
### Income



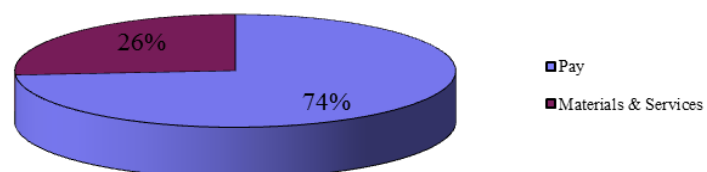
### Capital Expenditure



### Sources of Capital Grants



### Expenditure



## Statutory Obligations & Notices

### **Code of Practice for Governance of State Bodies**

The Code of Practice for the Governance of State Bodies, approved by the Government in October 2001, has been adopted by the Institute and steps have been taken to ensure that the Institute complies with the Code.

### **Data Protection Acts, 1988 and 2003**

The purpose of the Data Protection Acts is to protect the privacy of individuals' personal data which is being processed. The Acts give individuals rights to obtain a copy of all personal data relating to them which is held by the Data Controller. The Institute of Technology Tralee is a Data Controller and complies with the legislation.

### **Ethics in Public Office Act, 1995 and Standards in Public Office Act, 2001**

In accordance with the Ethics in Public Office Act, 1995 and the Standards in Public Office Act, 2001, Governing Body Members furnish statements of interest each year to the Secretary.

### **Equality**

The Institute is committed to a policy of equal opportunities and adopts a positive approach to equality in the organisation. The Institute operates a number of schemes, providing staff with options in relation to meeting their career and personal needs, such as job sharing, study leave, educational programmes and career breaks.

### **Energy Efficiency**

The Institute is looking at ways to improve energy efficiency within the Institute.

### **Freedom of Information Acts 1997 and 2003**

The provisions of the Freedom of Information Act 1997, which was amended by the Freedom of Information (Amendment) Act 2003, applies to the Institute of Technology Tralee.. The Institute came under the remit of Freedom of Information on the 1<sup>st</sup> October 2001.

The Acts establish three statutory rights for all members of the public

- ✦ The right to access records held by public bodies,
- ✦ The right to have personal information relating to him/herself amended where it is incomplete, incorrect or misleading, and
- ✦ The right to obtain reasons for decisions taken by public bodies affecting oneself.

### **Official Languages Act, 2003**

Institute Annual Reports effective from 2002/2003, Financial Statements and other relevant documents are published simultaneously in both official languages, in compliance with the general provisions of the Act. The Institute is currently working through its published Dreacht Sceime to ensure it can achieve the targets set out in same.



### **Prompt Payment of Accounts Act, 1997**

The Prompt Payment of Accounts Act 1997 (the Act), which came into operation on 2 January 1998, was amended by the European Communities (Late Payment in Commercial Transactions) Regulations 2002.

The payment practices of the Institute, as required by the Act, are reported on below for the year ended 31st August 2010.

(a) It is the policy of the Institute of Technology Tralee to ensure that all invoices are paid promptly. Specific procedures are in place that enables the Institute to track all invoices and ensure that payments are made before the due date. Invoices are registered daily and cheques/EFT's are issued as required to ensure timely payments.

(b) The system of internal control incorporates such controls and procedures as are considered necessary to ensure compliance with the Act. The Institute's system of internal control includes accounting and computer controls designed to ensure the identification of invoices and contracts for payment within the prescribed payment dates defined by the Act. These controls are designed to provide reasonable, and not absolute, assurance against material non compliance with the Act. The Accounts Department produces a report that identifies unpaid outstanding invoices and this report is reviewed regularly.

Management is satisfied that the Institute of Technology Tralee complied with the provisions of the Act in all material respects.

There have been no material developments since 1st September 2006.

### **Details of late payments under the Prompt Payment of Accounts Act 1997.**

The total number of late payments with an invoice value in excess of €317 was 37.

The total value of invoices of late payments in excess of €317 was €168,656.

The average number of days delay in payment was 42.

### **Safety, Health & Welfare at Work Act 2005**

In accordance with the Safety, Health & Welfare at Work Act 2005, the Institute has prepared a safety statement that encompasses all the aspects affecting staff, student and visitor welfare

## Other News

The President held a staff briefing on the 1<sup>st</sup> September 2010.

With effect from 1<sup>st</sup> September 2010, all payslips were issued electronically.

The Young Entrepreneur Blue Sky Day took place on the 1<sup>st</sup> October 2010 in the Brandon Hotel.

The 2010/2011 IT Tralee Careers Fair took place in the Main Library on Wednesday 6th October.

The Graduation took place on Friday, 22<sup>nd</sup> October 2010.

The Department of Community, Equality and Gaeltacht Affairs accepted the Institute's Language Scheme in October 2010.

The Young Agricultural Engineers held their Annual Car Wash on Wednesday 10th November in the South Campus and Thursday 11th November in the North Campus. All proceeds raised went to charity.

Open Day was held on the North Campus on Friday, 12<sup>th</sup> November 2010.

To help raise money for the Charities Committee held a Cake Sale on Wednesday, 1st December in North Campus.

The Annual Big Breakfast took place on Friday 17<sup>th</sup> December in the Staff Canteen South Campus. This was a charity event and all proceeds went to Kerry Hospice.

The President held a staff briefing on the 21<sup>st</sup> January 2011.

The Students' Union Road Safety Week ran from Monday 31<sup>st</sup> January – Thursday 3<sup>rd</sup> February 2011. They organised a road safety crash demonstration with the help of the emergency services.

The Young Entrepreneur Programme continued with Business Boot Camp, which took place on Friday 4<sup>th</sup> February 2011 in The Brandon Hotel, Tralee.

The FITTSPORT annual fitness convention took place on Friday, February 18<sup>th</sup> 2011.

The conference Parenting Our Children Art & Science was held at IT Tralee on Saturday, 26<sup>th</sup> February 2011 in the Solas Building, North Campus. The keynote speakers were Sir Richard Bowlby and Dr. Aric Signan. The conference was organised in partnership with the HSE, CAIPE and La Leche League.

A Staff CPD Day for the Academic Year 2010/2011 took place on [Tuesday](#) March 1st 2011.

The annual audit by the Comptroller & Auditor General commenced on the 7<sup>th</sup> February 2011 for three weeks.

Derek Scally, the Berlin correspondent of the Irish Times and a graduate of the Dublin City University journalism programme, visited the Institute on Monday, 14th March 2011 to talk about his bi-cultural experience as an Irish correspondent abroad .

A new Institute of Technology, Tralee initiative entitled the “Steps-2-Success” Programme won the 2011 AHECS\* Employability Award. The announcement was made at the GradIreland Graduate Recruitment Awards in the Mansion House in Dublin on Wednesday, 13th April 2011. Louise Nagle, “Steps-2-Success” Programme Co-ordinator and Mary Lucey Head of Department accepted the award on behalf of the Institute.

The 4<sup>th</sup> National Adapted Physical Activity Conference was held on the 6<sup>th</sup> & 7<sup>th</sup> May 2011 in the Solas Building, North Campus. The Conference was organised in partnership with the CARA APA Centre and the Irish Sports Council.

The official opening of the garden for St. John of Gods took place on the 11<sup>th</sup> May 2011 in the South Campus.

A staff development day was held on Thursday, 12th May 2011.



**Institute of Technology Tralee,**

**Clash,**

**Tralee,**

**Co. Kerry**

**Phone: 066-7145600**

**[www.ittralee.ie](http://www.ittralee.ie)**