



Institute of Technology Tralee

Annual Report

2009/2010



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



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Business/IT & Library & Information Resource Centre, North Campus



ITT North Campus



Tralee Town Centre



Solas Building, North Campus



Main Building, South Campus



Tom Crean Business Centre, North Campus

Chairman's Report



2009/2010 has been another successful year for the Institute of Technology Tralee.

The Institute is very pleased with the success of the joint initiative with the Royal College of Surgeons in delivering a Medical Commencement Programme for international students.

The new term of the Governing Body started in April 2010. I wish to thank the outgoing members for their contribution and welcome the new members.

We are continuously striving to improve our service to students, stakeholders and those in the wider community. Along with other third level institutions, we are facing difficult financial times but I am confident Institute of Technology Tralee will continue to be a key provider of third level education in the South West for years to come.

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.

Flan Garvey
Chairman

President's Report

I am pleased to present the Annual Report for the year 2009/2010.



As mentioned by the Chairman, the education sector is facing some very challenging times and for the Institute this means that we are continuously striving to improve and expand the range of programmes offered at IT Tralee. 2009/2010 saw the continuation of the very successful Medical Commencement Programme into its 2nd 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 and Bahrain join the programme for the first time at IT Tralee.

I wish to welcome on board the new members of the Governing Body. With their experience and expertise, I know they will provide a valuable contribution to the Institute.

I would like to take this opportunity to thank the staff of the Institute for their hard work and to wish those who retired from service during the year the very best of luck in their future endeavours.

Arís be mhaith liom míle buíochas a ghabháil le gach éinne a bhí ag obair san Institiúid le linn na tréimhse ó Mheán Fomhair 2009 go Lúnasa 2010.

Michael Carmody
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. This Governing Body took up office in June 2005 and their term of office expired in March 2010. The new Governing Body's term of office commenced on the 1st April 2010 and will run for a five-year term.

Outgoing Governing Body 2005 – 2010

Mr. Flan Garvey	Chairman
Mr. Michael Carmody	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)
Mr. Tomás Ó Cruadhlaioich	Kerry Education Service (–the VEC in Kerry)
Cllr. Maria O'Gorman	Kerry Education Service (–the VEC in Kerry)
Cllr. Pat Loughnane	Kerry Education Service (–the VEC in Kerry)
Cllr. John T. Griffin	Co. Limerick VEC
Cllr. Peter Considine	Co. Clare VEC

Mr. Andrew McCarthy	Irish Congress of Trade Unions
Mr. Sean Clifford	CIF Nominee

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

Mr. Éamon Ó Neachtain	Údarás na Gaeltachta
Ms. Mary Owens	Fáilte Ireland
Ms. Margie Lynch	Health Service Executive
Ms. Harriet Cotter	Enterprise Ireland

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

Ms. Katie Sheehy	President Students' Union (period to 30/6/10)
Mr. David Scott	Student's representative (period to 30/6/10)
Ms. Mary Dennehy	Admin / Technical staff representative
Dr. Joan Cleary	Academic staff representative (absented from all meetings in 2009/2010)
Mr. Martin O'Grady	Academic staff representative (absented from all meetings in 2009/2010)

A total of 9 meetings were held on the following dates:

7th September 2009*

30th September 2009

4th November 2009

9th December 2009

20th January 2010

24th February 2010

25th February 2010*

22nd March 2010

24th March 2010

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

Incoming Governing Body 2010

Mr. Flan Garvey Chairman

Mr. Michael Carmody 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)

Dr. Barney O'Reilly Kerry Education Service (-the VEC in Kerry)

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

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):

Ms. Katie Sheehy President Students' Union (period to 30/6/10)

Mr. David Scott Student's representative (period to 30/6/10)

Mr. Tony Murphy Admin / Technical staff representative

No academic staff representative put forward for nomination

A total of 8 meetings were held on the following dates:

13th April 2010*

23rd April 2010*

12th May 2010

30th June 2010

7th July 2010*

9th July 2010*

9th August 2010*

* 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. The Academic Council was appointed on the 1st January 2007 for a three-year term from that date. This Council's term of office finished on 31st December 2009. The new members of the Academic Council were appointed on 1st January 2010. Their term of office will finish on 31st December 2012. The membership consists of ex-officio members, elected academic staff members and student members.

Membership of Academic Council 1st January 2007 to 31st December 2009

Ex-officio Members

<i>President</i>	Mr. Michael Carmody (Chairperson)
<i>Registrar</i>	Dr. Oliver Murphy (Secretary)
<i>Head of Development</i>	Dr. Jerry Clifford
<i>Heads of School</i>	Business & Social Studies: Mr. Brian O'Connor (Retired Aug 2009)
	Engineering & Construction Studies: Mr. Kevin Lynch (Retired Aug 2009)
	Science & Computing: Mr. Seamus O'Shea
<i>Heads of Department</i>	Humanities: Mr. Patrick McGarty
	Business Informatics: Ms. Kay Fitzgerald
	Hotel, Catering & Tourism: Ms. Mary Rose Stafford
	Business Studies: Ms. Aisling Sharkey
	Civil Engineering & Construction Studies: Mr. John Murphy
	Chemical & Life Sciences and Health/Fitness &
	Leisure Studies: Dr. Michael Hall
	Nursing & Healthcare Studies: Dr. Gary Brown
	Computing & Mathematics: Ms. Aisling Sharkey
<i>Librarian</i>	Mr. Pat Doherty
<i>Institutional Review</i>	Dr. Noel Mulligan (Project Manager)

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

Ms. Kristin Brogan

Ms. Jacqueline Gavaghan

Mr. Gerard O'Brien

Dr. Colm O'Doherty

Mr. Peter Sharpe

Elected Academic Staff**School of Engineering**

Mr. Denis Galvin

Mr. Thomas McSwiney

Dr. Brendan O'Donnell

Mr. Con O'Regan

Mr. Jim Stone

Elected Academic Staff**School of Science**

Mr. Tomas Aylward

Mr. Paul Collins

Mr. William Evans

Mr. Owen Mackessy

Dr. Siobhan Ní Mhaolrunaigh

Student Members: Ms. Katie Sheehy, President of Students' Union (2009/2010)

Mr. David Scott, Vice-President Education (2009/2010)

Membership of Academic Council from 1st January 2010**Ex-officio Members**

President Mr. Michael Carmody (Chairperson)

Registrar Dr. Oliver Murphy (Secretary)

Head of Development

Dr. Jerry Clifford

Heads of School

Business & Social Studies: Ms. Kay Fitzgerald

Engineering & Construction Studies: Mr. John Murphy

Science & Computing: Mr. Seamus O'Shea

Heads of Department

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

Librarian

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**

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**

Mr. Paul Collins

Dr. John Corr

Ms. Eimear Foley

Ms. Susan Hudson

Mr. Owen Mackessy

Student Members: Ms. Katie Sheehy, President of Students' Union (2009/2010)
Mr. David Scott, Vice-President Education (2009/2010)

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 2009/2010:

14th September 2009

16th November 2009

15th December 2009

8th February 2010

19th April 2010

17th June 2010

Joint Academic Council/Governing Body Meetings

No meetings held in AY2009/2010.

Senior Management

President	Mr. Michael Carmody
Registrar	Dr. Oliver Murphy
Assistant Registrar	Ms. Brid McElligott
Secretary/Financial Controller	Mr. Donal Fitzgibbon
Head of Development	Dr. Jerry Clifford
Head of School of Science & Computing	Mr. Seamus O'Shea
Acting Head of Department Health, Fitness & Leisure Studies	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 (ended September 2009)	Mr. Kevin Lynch
Acting Head of School of Engineering (October 2009 – April 2010)	Mr. Michael Carmody
Head of School of Engineering (effective April 2010)	Mr. John Murphy
Head of Department – Civil & Construction Studies (ended April 2010)	Mr. John Murphy
Head of Department – Civil & Construction Studies (effective May 2010)	Mr. Tim Segal

Head of School Business & Social Studies (ended September 2009)	Mr. Brian O'Connor
Acting Head of School Business & Social Studies (October 2009 – March 2010)	Mr. Michael Carmody
Head of School Business & Social Studies (effective March 2010)	Ms. Kay Fitzgerald
Head of Department – Business & Humanities (ended January 2010)	Mr. Pat McGarty
Head of Department – Business & Humanities (January 2010)	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 (ended May 2010)	Ms. Kay Fitzgerald
Head of Department – Business Informatics (effective May 2010)	Ms. Mary Lucey
Academic Administration & Student Affairs Manager	Mr. Tim Daly
Finance Manager	Mr. John Fox
External Services Manager (ended August 2010)	Ms. Kathrina Purtill
Human Resources Manager	Ms. Siobhan Garvey
Estates Manager	Mr. Donal Hunt
IT Manager	Mr. Andrew Quirke
Librarian	Mr. Pat Doherty

Staff Achievements

Sharon Phelan

Presentations

Phelan, S., 'Creative Movement in the Caring Professions', Learning and Teaching Conference in Social Care, Trinity College, 2009.

Phelan, S., 'Folk Dance from Pedagogical Perspectives', National Physical Education Association of Ireland Conference, IT Tralee, 2009.

Papers

'Principles and Practice in Dance-in-Education', Curriculum Development Unit, Department of Education, 2009.

'Disability and Dance, 'National Creative Studies Conference', Blanchardstown Institute of Technology, 2010.

Publications

'Creativity, Movement and Disability: Theoretical and Practical Perspectives, An Leabhbh Óg: The OMEP Ireland Journal of Early Childhood Studies, OMEP Ireland, UCC, 2010.

'Dance and the Caring Professions' in D. Lyons (ed) 'Creative Studies: The Caring Professions, 2010'.

Second Level Support Service (SLSS) Department of Education: National On-Line Creative Movement and Folk Dance Resources, Website, Department of Education, 2009/2010.

Editorships

Dance Research Forum Ireland 2nd International Conference Proceedings (2009).

Other

Representative for the Institutes of Technology, on the Board of Directors, 'Irish Society for Theatre Research' 2009-ctd.

Tom Farrelly

Conference Papers/Seminars

March 2010: Breaking the Mould – reflections by two D.Ed students on a Doctor of Education programme and the attendant socialisation and identity formation processes therein. Paper presented at the Educational Studies Association of Ireland (ESAI) Conference 26th March 2010, Dundalk. (Joint paper with Ms. Pauline Egan).

Book Chapter

September 2009: Evidence Based Practice in Social Care in Share P. & Lalor K. (eds) (2009) Applied Social Care (2nd Edn), Dublin: Gill & Macmillan

Professional Development

July 2010: Graduated from Trinity College Dublin with a Doctorate in Education.

Gerald Fogarty**Professional Development**

Successfully completed DeMonfort University, UK – University Certificate in Continuing Professional Development – Forensic Road Collision Investigation.

Siobhán Creedon**Publications**

Modern Office Technology and Administration, 4th Edition, (Siobhán Creedon and Joan Gallagher), Gill and Macmillan, 2010 (ISBN 978 0 7171 4760 1)

Peter Given

Peter attended an Electronic Healthcare Record (Archetypes) Symposium in DIT Kevin Street, May 2010.

Dr. Siobhán Ní Mhaolrúnaigh**Publications**

Ní Mhaolrúnaigh S (2009) Ag foghlaim le chéile chun dul i mbun oibre le chéile: "learning together to work together". Journal of Interprofessional Care, September; 23 (5): 526–7.

CAIPE Ireland published in The Centre for Advancement of Interprofessional Education (CAIPE) Bulletin December 2009 Issue Number 35 ISSN: 1350–9160

Funding

June 2009–May 2010: NDLR Funding for learning object development €6,921.12. 2009 ERASMUS Proposal through European Erasmus–Accompanying Measures, Studies and Comparative Research Title: European Interprofessional Education Network EIPEN unsuccessful application January 2010

Mary N Brosnan**CPD**

Mary N Brosnan completed a Postgraduate Diploma in Public Management.

Kristin Brogan

Professional Associations

Member of SIETAR Ireland (2010)

Representative for Ireland (DES) in the EU Commission working group *Languages for Jobs* since June 2010

EU funded projects

October 2007 – December 2009: EU Lifelong Learning Programme – Leonardo da Vinci (Transfer of Innovation) **Vocal** project – ITT was the promoter. See www.vocalproject.eu for further information.

October 2007 – February 2010: EU Lifelong Learning Programme – **Molan** project. See (www.molan-network.org)

October 2009 – September 2011: EU Lifelong Learning Programme – Leonardo da Vinci (Transfer of Innovation) **Ready, Study, Go – Ahead** project – ITT is the quality manager

Please see for further details: <http://www.ittralee.ie/en/InformationAbout/InstituteandDepartments/AbouttheDepartments/AcademicDepartments/Languages/Languages-EUProjects/>

Publications

Brogan, K., "Online Language Teaching in the EU–Project "Problem SOLVE" published in: Newby, D. and Penz, H. (2009) Languages for social cohesion. Council of Europe Publishing.

Brogan, K and Walsh, R., "Language Skills and Cultural Competence in Vocational Education" published in: Intercultural Encounters in the Classroom. Germanistik in Ireland, volume 4, 2009.

Brogan, K and Walsh, R. online article: The Vocal project features on the following website of the Space BS Network:

http://www.space-eu.info/space_projects.aspx?artikelId=152

Funding by the EU Commission

Attendance of **Grundtvig** workshop about "Next level project management in view of gender and intercultural awareness". The workshop was funded by the EU Commission. Passau, Germany, September 2009.

The national agency Léargas organised a **Leonardo da Vinci contact seminar Tools for QA in VET**, funded by the EU Commission, Hameenlinna, Finland, June 2010.

External

Kristin has been an External Examiner for German at Cork Institute of Technology since January 2010.

Development Report

Research

Research Grants

EI, Proposal Preparation Support for FP7, [€22,765, Dr. Pat Doody] (October 2009)

EI, Proposal Preparation Support for FP7, [€23,550, Dr. Joanna Tierney] (October 2009)

Leargas, LLP, Transfer of Innovation, Leonardo Da Vinci Programme, 'Ready Study Go Again', [€32,708, Kristin Brogan] (October 2009)

Enterprise Ireland, FP7 Travel Support, [€700.00, Dr. Pat Doody] (October 2009)

Institutes of Technology Ireland (IOTI), EU FP7 Application Support Funding, [€3,000, Dr. Pat Doody & Dr. Joanna Tierney] (October 2009)

IRCSET Post Graduate Scholarship Scheme – 'Exploring Reality Mining in Healthcare' [€72,000, Dr. Pat Doody] (December 2009)

HEA, Technical Sector Research Strand II, 'Endeavour II', [€155,000, Dr. Jerry Clifford] (February 2010)

Léargas – Preparatory Visit Funding to Participate in the Contact Seminar 'Tools for QA in VET', Helsinki, 8th – 10th June 2010, [€1,480.00, Kristin Brogan] (April 2010)

IRCSET's EMBARK Initiative, 'Characterisation of Pharmaceutical Grade Horse Chestnut Waste' [€36,000, Dr. Michael Hall] (July 2010)

EI, Innovation Partnership, 'Proof of Concept for add on Sensing Technologies for a Dairy Milking Plant' [€238,458, Dr. Joseph Walsh & Dairymaster] (May 2010)

EI, FP7 Travel Support, [€610.00, Dr. Pat Doody] (May 2010)

NDLR – Learning Innovation Community Support, 'Creative Skills for Social Care Practice', [€7,000, Sharon Phelan, Denise Lyons, Maria Kennelly (ITB)] (May 2010)

Contract Research

Contract Research, Alltech Ltd. [€700, Shannon ABC] (February 2010)

Contract Research, Alltech Ltd. [€3,600, Shannon ABC] (May 2010)

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

E-Business Certification Institute Ltd. (Dr. Pat Doody)	Aten Ltd. (Dr. Pat Doody)
Ecolight Ltd. (Dr. Joseph Walsh)	Webtours Ltd. (Dr. Pat Doody)
E-Kan Ltd. (Dr. Pat Doody)	Occuhealth Ltd. (Dr. Pat Doody)
Encalc Ltd. (Dr. Pat Doody)	TapMap Ltd. (Dr. Pat Doody)
ERS Contracts Ltd. (Dr. Joseph Walsh)	Elaine Foley Graphic Design Ltd. (Dr. Pat Doody)
Fertilan Ltd. (Michael Murphy)	Irish Organic Milk Producers Ltd. (Dr. Joseph Walsh)
Hymed Systems Ltd. (Dr. Pat Doody)	Glasrai Mara Portlairge Teo (Dr. Helena McMahon)
Maurice Doody Sales (MDS) Ltd. (Dr. Pat Doody)	Rooftop Media Ltd. (Dr. Pat Doody)
Oakdale Podiatry Ltd. (Feet First) (Dr. Pat Doody)	Good Juice Company AD Ltd. (Dr. Shane O'Connell)
The WK Solar Ltd. (Dr. Joseph Walsh)	TLI Ltd. (Dr. Joseph Walsh)

In Progress

iLink Ltd. (Dr. Pat Doody)	Halo Medical Ltd. (Prof. Benjamin Bradley)
Universal Trace Ltd. & Claymon Laboratories Ltd. (Dr. Pat Doody)	TLI Technologies Ltd. (Dr. Joseph Walsh)
Mackin Research Ltd. (Dr. Shane O'Connell)	Gael Force Wind Energy Ltd. (Dr. Pat Doody)
Newgrange Capital Partners Ltd. (Dr. Pat Doody)	Palmkey Ltd. (Dr. Pat Doody)
Foxlight Media Ltd. (Dr. Pat Doody)	Tadpole Energy Ltd. (Dr. James Prendergast)
Ecolight Ltd. (Dr. Joseph Walsh)	

Books/Book Chapters

Creedon, S., Gallagher, J., "Modern Office Technology and Administration" (4th Ed., Gill & Macmillan).

Datta, S., Graham, D.P., Sagar, N., Doody, P., Slone, R., Hilmola, O.P., "Forecasting and Risk Analysis in Supply Chain Management: GARCH Proof of Concept" in Managing Supply Chain Risk and Vulnerability: Tools and Methods for Supply Chain Decision Makers. Springer Publishing 2009.

Farrelly, T., O'Doherty, C., McGarty, P., Rigg, C., Applied Social Care, 2nd edition, Gill & Macmillan, Chapter contributions.

Rigg, C. with Stewart, J. 2010. Learning and Talent Development London: CIPD.

Rigg, C. with Georgiou, V., & Ó Laoire, M. 2010. "Shaping language policy on the ground: the Official Languages Act (2003) in Ireland P. Cuvelier, T. du Plessis, M. Meeuwis, R. Vandekerckhove and V. Webb (Eds) Multilingualism from Below. Series: Studies in language policy in South Africa, vol. 8. Pretoria: Van Schaik Publishers.

Rigg, C., Invited to contribute the entry on "Action learning" for Springer Encyclopaedia of the Sciences of Learning, 2010.

Van de Kamp, P., Scratch & Sniff (Selected Poems by Peter van de Kamp-annotated edition), ed. Lim Lee Ching, intro. Jeremy

Conferences & Presentations

Breen S., Cleary J., O'Shea A., Mathematical Literacy and Self-efficacy of First Year Third Level Students, 22nd Annual Meeting of the Irish Mathematical Society with British Mathematical Society, National University of Ireland Galway.

Breen S., Cleary J., O'Shea A., What is RASCH Analysis, Irish Maths Support Network: Workshop on Survey Creation and Analysis, University of Limerick.

Breen S., Cleary J., O'Shea A., Constructing and validating an instrument to measure students' attitudes and beliefs about learning mathematics, 3rd Mathematics Education Ireland Conference, Drumcondra, September.

Brogan, K., Presentation on "On-line Language Learning and Cultural Preparation for Residence Abroad – VOCAL" at Léargas Information Workshop for LdV Transfer of Innovation and Partnership Projects – Call 2010, Dublin, November 2009.

Brogan, K., Presentation in German on the Vocal LdV project at the *Annual Business German Colloquium* – the Business German in Ireland Working Group, Goethe Institut, Dublin, March 2010.

Brogan, K., Wittkamp, A., Presentation in German on the LdV project Vocal, *DAAD Erasmus* conference, Marburg, Germany, September 2009.

Brogan, K., O'Laoire, M., *Presentation on "The influence of L2 on L3 in proficiency and intercultural developments during the year abroad"*, 6th *IAM conference* (Sixth International Conference on Third Language Acquisition and Multilingualism), Bolzano, Italy, September 2009.

Brogan, K., O'Laoire, M., "The influence of L3 on L2 in proficiency and intercultural developments during the year abroad", 4th *LKPA Conference*, Kaunas, Lithuania, May 2010.

Brogan, K., O'Laoire, M., "Irish Learners of German as L3: Self-Knowledge, Linguistic and Intercultural Developments during the Study Abroad Period", *EDULEARN 10*, Barcelona, Spain, July 2010.

Brogan, K., Walsh, R., "Optimising Virtual Learning Environments supporting on-line Language Learning and Cultural Preparation for Residence Abroad", *EDULEARN 10*, Barcelona, Spain, July 2010.

Barrett, U., "EUCAPA 2012" European Congress of Adapted Physical Activity (EUCAPA) in conjunction with The Finnish Congress of Adapted Physical Activity May 6 – 8, 2010 Jyväskylä, Finland.

Barrett, U., Daffy, N., Adapted Physical Activity in Ireland. Latvian National Adapted Physical Activity Seminar. November 26, 2009, Riga.

Farrelly, T., Solicited Participant Diaries – Considerations for the Educational Researcher. Paper presented at the TCD, School of Education Post-Graduate research Conference, 9th June 2010.

Given, P., "A Summary Care Record Architecture based on HL7 CDA and SOA", Health Informatics Society of Ireland Annual Conference, Dublin, November 2009.

Given, P., "Wireless Sensing Research and Connected Health Activities in Ireland", Dublin, May 2010.

McCarron, C., Tierney, J., O'Connell, S., Evaluation of commercial culture media for use in CHO cell culture by flow cytometry. 5th Annual Meeting Of the Irish Cytometry Society 17th – 18th November 2009 Science Gallery, Trinity College Dublin, pp32.

McMahon, H., Brebion, J., O'Connell, S., Tuohy, M. and Hall, M., Macro-algae and functional foods: Isolation and Evaluation of Oligosaccharides with Potential Prebiotic Activity. Proceedings of USA/Ireland Functional Food Conference 2010, "Dietary Optimisation of Gut Function and the Microbiota" 9–11th March 2010, Cork, Ireland, pp43.

Motherway, S. 'Between Worlds: The Role of Ensemble Playing in the Establishment of a Transnational Irish Identity in Newfoundland.' at the ICTM Ireland Conference, Limerick, February 2010.

Murphy, J., (Chair) Learning Innovation Network (LIN) Conference in Sheraton Hotel Athlone, October 15, 2009.

O'Callaghan, M., Hall, M., O'Connell S., A sustainable process for converting fish processing waste to a natural biocontrol agent. 20th Irish Environmental Researchers Colloquium, Environ 2010 17th to 19th February, Limerick Institute of Technology, pp93.

Phelan, S., 'A Nomadic Consciousness in a Theatrical Context' at the 'Irish Society for Theatre Research Conference', Trinity College.

Phelan, S., Workshop in Irish dance from ethnologic and educational perspectives at the '8th International Conference for Physical Education Teachers' from 30th June to 6th of August at the Sport Institute of Finland.

Rigg, C. with Ó Laoire, M., Georgiou, V., "*Subaltern Agency and Language Policy: Implementing Policy on the Ground*" WHO NEEDS LANGUAGES? Micro and macro perspectives into language education policies University of Jyväskylä, Finland, June 7–10, 2010.

Rigg, C. with Ó Laoire, M., Georgiou, V., "These are the People You Need to Talk to – The Role of Non-State Organisations in International Policy Transfer to Ireland's Official Languages Act (2003)" IRSPM Conference, University of Berne, 7–9 April 2010.

Rigg, C. with Ó Laoire, M., Georgiou, V., "Shaping Language Policy On The Ground: The Official Languages Act (2003) In Ireland" Linee conference, Dubrovnik, Croatia 11–15 April 2010.

Rigg, C. with Ó Laoire, M., Georgiou, V., "The Policy Practice Gap – insights from policy discourse and institutional theory: case study of the Irish Official Languages Act (2003)" MIDP Conference Multilingualism from Below, University of Antwerp, 14–16 September 2009.

Van de Kamp, P., Chair, "Victorian Translations, Imperial Narratives', AVSA Conference, Singapore, 2010.

Invited Talks

Guilfoyle, B., Mean curvature flow, holomorphic discs and umbilic points on surfaces, 6th William Rowan Hamilton Workshop, Trinity College Dublin.

Guilfoyle, B., From Codazzi–Mainardi to Cauchy–Riemann, Geometry Seminar, Stanford University, California.

Guilfoyle, B., Wild symplectic structures, mean curvature flow and holomorphic discs, Research Seminar, MSRI, Berkeley, California.

Guilfoyle, B., Neutral Kaehler geometry, mean curvature flow and holomorphic curves, Geometry and Topology Seminar, Imperial College, London.

Guilfoyle, B., Proof of the Carathéodory Conjecture by mean curvature flow, Pure Mathematics Department Colloquium, Cambridge University, England.

Publications

Anciaux, H., Guilfoyle, B., On the three-dimensional Blaschke–Lebesgue problem, *Proc. Amer. Math. Soc.*, posted on October 7, 2010, PII S 0002–9939(2010)10588–9 (to appear in print).

Anciaux, H., Guilfoyle, B., Romon, P., Minimal Lagrangian surfaces in the tangent bundle of a Riemannian surface, *J. Geom. Phys.* 61 (2011) 237–247.

Barrett, U., Buntús DVD with practical examples of how to adapt programme for inclusion of students with disabilities (Ireland). *European Standards in Adapted Physical Activity*.

Barrett, U., Best Start: Inclusive Schools Project, Ireland. *European Standards in Adapted Physical Activity*.

Barrett, U., Adapted aquatics and outdoor education physical education undergraduate training at the Institute of Technology Tralee, Ireland. *European Standards in Adapted Physical Activity*.

Breen S., Cleary J., O'Shea A., (2010), Mathematical Literacy and Self-efficacy of First Year Third Level Students, *MSOR Connections*, Vol 10 No 2. Breen S., Cleary J., O'Shea A., An investigation of the mathematical literacy of first year third level students, *International Journal of Mathematical Education in Science and Technology*, Vol 40, Issue 2, 229 – 246.

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O'Connell, S., Walsh, G., (2010) A novel acid-stable, acid-active β -galactosidase potentially suited to the alleviation of lactose intolerance. *Applied Microbiology and Biotechnology*, 86, 517–524, DOI 10.1007/s00253-009-2270-7.

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Recordings

Motherway, S., recorded 12 tunes from Fleischmann's seminal *Sources of Traditional Irish Music c1600 – 1855* as part of UCC 'From the Sources Project'. The sound & visual installation was displayed in the Glucksman Gallery UCC during the summer months.

Visiting Research Position

Guilfoyle, B., 2009/10 Research Associate, MSRI, Berkeley California.

Other

Phelan, S., 'Dance and Disability Pilot Project', Arts Council, 2010.

International Activity

Medical Commencement Programme

2009/2010 saw the continuation of the very successful Medical Commencement Programme into its 2nd 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 and Bahrain join the programme for the first time.

Registered MCP Students & Related in AY 2009/2010

44 students were registered with a view to progressing onto RCSI in AY 2010/2011.

52 additional students registered on the new three semester programme with a view to progressing onto RCSI in AY 2011/2012.

16 students were registered on the accompanying English Language Programme.

Inward Staff Mobility

The Institute hosted incoming teaching and other staff from partner institutions in France, Norway, Germany, Finland, Spain, and Turkey. 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.

Inward Student Mobility

In 2009/2010 –

IT Tralee welcomed 242 students from partner Institutes.

11 non EU fee paying students (10 from the People's Republic Of China and 1 student from the Kingdom Of Saudi Arabia) were registered on full time Institute programmes as follows:

IMCP Awards Night



Programme	No. Of Students Enrolled.
Bachelor of Arts (Ordinary) Applied Social Studies in Social Care	2
Bachelor of Arts (Ordinary) in Travel & Tourism Management	1
Bachelor of Arts (Ordinary) Information Systems Management	1
Bachelor of Business (Honours) Accounting	1
Bachelor of Business (Honours) Management	3
Bachelor of Business (Honours) Marketing	1
Bachelor of Business (Ordinary) Accounting	4
Bachelor of Business (Ordinary) Management	19
Bachelor of Business (Ordinary) Marketing	17
Bachelor of Business (Ordinary) Tourism	10
Bachelor of Business Ab-Initio	1
Bachelor of Engineering (Ordinary) Civil Engineering	1
Bachelor of Engineering (Ordinary) Mechanical and Electronic Engineering	6
Bachelor of Science (Honours) Computing with Games Development	3
Bachelor of Science (Honours) Computing with Software Development	4
Bachelor of Science (Ordinary) Computing with Games Development	1
Bachelor of Science (Ordinary) Computing with Multimedia	4
Bachelor of Science (Ordinary) Computing with Software Development	4
Bachelor of Science (Ordinary) in Construction	1
Bachelor of Science (Ordinary) Information Technology Support	3
Higher Certificate in Business Studies	6
Mixed Erasmus – Autumn & Spring Semesters	41
Mixed Erasmus – Autumn Semester	70
Mixed Erasmus – English Only	3
Mixed Erasmus – Spring Semester	46

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

6 Students took part in Erasmus Work Placement Mobility. Students from Computing, Nursing and Early Childhood Care programmes, worked in enterprises in France, the UK and Norway.

Outward Teaching Staff Mobility

7 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>Destination</i>	<i>Discipline</i>	<i>Staff</i>
Spain	Interactive Multimedia	1
Turkey	Business	1
Italy	Development	1
Norway	Nursing	1
Norway	Nursing	1
Italy	Humanities	1
Germany	Nursing	1

Lifelong Learning

Labour Market Activation Proposals

Successful submissions were made to the HEA for the provision of minor and special purpose awards under the Labour Market Activation measure which commenced in September 2009. Funding was awarded for 120 places across 8 programmes (see breakdown in Table No 1 below)

Also of the 111 students who commenced Labour Activation programmes in Academic Year 2008/2009 (January 2009), 67 graduated and 15 progressed onto full-time courses at the Institute for the Academic Year 2009/2010.

In May 2010, following an open tender competition in which 370 tenders were received the Institute of Technology, Tralee was successful in securing €340,592 funding under the Labour Market Activation Fund Initiative. The funding supported support specific training and education programmes for priority groups of the unemployed in the Kerry and South West Region. As part of the Shannon Consortium the Institute received 30% of the allocated places in the region, with 160 places being offered on eight programmes across the schools of Business, Science & Computing and Engineering & Construction Studies for the programmes commencing in September 2010.

Table No 1: Summary of Lifelong Learning Numbers 2009/2010

Minor Award Title	Total No Registered	HEA Funded Students	LMA Funded Graduates AY 09/10	LMA Funded Graduates Pro-gressed to f/t courses
Certificate in Business Management	25	12	4	2
Certificate in Entrepreneurship Studies – KRLC &	27	16	9	2
Certificate in Business Information Systems	5	3	3	2
Certificate in Information Technology	12	9	8	2
Certificate in Building Insulation Applications	5	5	2	0
Certificate in Engineering Technology	11	8	5	2
Certificate in Renewable Technology	38	28	15	6
Certificate in Environmental Science	7	7	3	3
Certificate in Applied Biology and Chemistry	4			
Certificate in Educating Children with Special Needs	10			
Certificate in Psychology for Care Professionals	20			
Certificate in Multimedia	1			
Certificate in Multimedia Programming	4			
Total No of Minor Awards	169	88	49	19
<i>Other Courses within Lifelong Learning (Self-</i>				
Accounting Technician Year 1	11			
Accounting Technician Year 2	9			
BSc Honours Degree in Nursing	38			
Total No of LLL Students	227			

Progression Initiatives FAS/KES**Advanced Transfers from KES to ITT – Entry to ITT in Academic Year 2009/2010**

Provider	ITT Course	Year of ITT Programme	No. of Applications Received	No. Registered
Tralee Community College	Bachelor of Arts (Honours) in Interactive Multimedia	Year 2	8	7
Tralee Community	Higher Certificate in Business	Year 2	10	7
Tralee Community College	Bachelor of Arts (Honours) in Early Childhood Care and Education	Year 2	20	5
Listowel Community College	Bachelor of Arts (Honours) in Early Childhood Care and Education	Year 2	3	2
Tralee Community College	Higher Certificate in Business in Office Information Systems	Year 2	16	8
Colaiste na Sceilge Caherciveen	Higher Certificate in Business in Office Information Systems	Year 2	6	1
Killarney Community College	Higher Certificate in Business in Office Information Systems	Year 2	12	3
Listowel Community College	Higher Certificate in Business in Office Information Systems	Year 2	6	3

The Institute is committed to providing entry routes to its programmes to students who have been awarded a combination of FETAC (NCVA) Level 5 and Level 6 awards qualifications. The Institute has agreed Advanced Progression routes for selected programmes. This allows students who have achieved specific FETAC awards and who meet pre-requisites to gain entry into the second year of specific ITT programmes. The Institute has individual agreements with individual FETAC colleges including Kerry Education Service and FAS which guarantee reserved places in the specified programmes for qualifying applicants.

The Institute of Technology, Tralee and Kerry Education Service and FAS also collaborate to provide a progression route for students pursuing FETAC Level 5 Programmes to progress to Level 6, 7 & 8 programmes at the Institute of Technology Tralee.

Bonus Points Scheme

The Institute of Technology Tralee and Kerry Education Service (KES) have agreed a Bonus Points Access Scheme which extends progression routes for KES students to ITT. Under this scheme bonus points are awarded to CAO applicants from KES who have achieved specific FETAC awards and who meet pre-requisites for entry to specific ITT programmes. The number of places reserved on these courses for Kerry Education Service students is confined to approximately 5% of the available places.

Killarney Regional Learning Centre

Key Accomplishments:

Part-Time Programmes:

Seventeen people enrolled on the 2009/2010 Minor Award **Certificate in Entrepreneurship**;

Educational Guidance Service:

The Educational Guidance Service met seventy two clients over eighteen days; General information and referrals have been provided to approximately two hundred people;

Referral process agreed with other providers (KES & LES).

Workshops:

A series of **Return to Education and Entrepreneurship** workshops were completed in 2009/2010;

Energy Technology workshop in collaboration with RVR Energy Technology Ltd., was completed in April 2010. The aim of the workshop was to provide attendees with an overview of employment and education opportunities in this area;

CAO application workshops in January 2010, including five of the students currently enrolled on the Minor Award Certificate in Entrepreneurship Studies;

KRLC promo workshops held with **Jobs Clubs** in Tralee, Killorglin and Killarney;

LMA information session in July 2010 to update FAS, LES, KES, and partnership companies on the ITT September 2010 plans for LMA funded programmes.

Collaboration:

FAS, LES & Kerry Education Service used the KRLC to deliver FETAC courses and workshops;

Kerry Enterprise Board used the KRLC for mentoring sessions.

The Virtual **e-learning** environment installed was used successfully for Headstart Maths in August 2010. An audit was completed of current training and educational course offerings in partnership with **Kerry Hub Social Strategy and Future Skills Group**. Research was also completed with relevant stakeholder organisations in the region regarding current and future course demand. This data was amalgamated with live register data provided by FÁS and enterprise data provided by the Kerry County Enterprise Board to develop a roadmap of skills development needs for the county. First draft of report was available in February 2010. A sub group was formed by ITT, KES, FÁS and NEKD to use the findings to develop a strategy for skills development in the county.

In May 2010 the Future Skills Group (John Moriarty, Barney O'Reilly, Owen O'Donnell, Deirdre Kearin) published the **Future Skills Needs Report** outlining the current employment and unemployment status for the county. It also included an overview of the education and training options available with a list of 10 recommendations to enhance collaboration between all service providers in the county. The report was presented to the County Development Board on Friday, 18th June 2010. The report was formally endorsed by Michael Carmody, Barney O'Reilly and Des Halloran at the Richard Cantillon School on September 10th 2010.

Marketing Activities

Key Events

School Visits

In total 50 schools from Kerry, Cork, Clare and Limerick were given presentations about the Institute's full time programmes:

1. Colaiste Mhuire, College Road Ennis, Clare
2. St Josephs Secondary School, Tulla, Clare
3. Ennis Community College, Ennis, Clare
4. Rice College, Ennis, Clare
5. Rossa College, Skibbereen, Cork
6. Ard Scoil Phobail, Bantry, Cork
7. Community College, Schull, Cork
8. St Marys Secondary School, Macroom, Cork
9. De La Salle College, Macroom, Cork
10. McEgan College, Macroom, Cork
11. Millstreet Community School, Millstreet, Cork
12. Boherbue Comprehensive, Mallow, Cork
13. St Fachtina's De La Salle, Skibbereen, Cork
14. Mercy Heights, Skibbereen, Cork
15. Mary Immaculate, Dunmanway, Cork
16. St Gobans College, Bantry, Cork
17. Vocational School Kanturk, Kanturk, Cork
18. Coláiste an Spioraid Naoimh, Bishopstown, Cork
19. Killorglin Community College, Killorglin, Kerry
20. Intermediate School, Killorglin, Kerry
21. Tralee Community College, Tralee, Kerry
22. Presentation Secondary, Listowel, Kerry
23. Presentation Tralee, Tralee, Kerry
24. St Josephs Secondary School, Ballybunion, Kerry
25. Mercy Mounthawk, Tralee, Kerry
26. CBS, The Green, Tralee, Kerry
27. Castleisland Community College, Castleisland, Kerry
28. St Patricks Secondary School, Castleisland, Kerry
29. St Michaels, Listowel, Kerry
30. Gaelcholaiste Chiarraí, Tra Lí, Kerry
31. Pobail Scoil Chorca Dhuibhne, An Daingean, Kerry
32. Killarney Community College, Killarney, Kerry
33. Presentation Secondary, Milltown, Kerry
34. Tarbert Comprehensive, Tarbert, Kerry
35. St Brendans, Killarney, Kerry
36. Brookfield College, Tralee, Kerry
37. Pobail Scoil Inbhear Sceine, Kenmare, Kerry
38. Colaiste na Sceilge, Caherciveen, Kerry
39. Causeway Comprehensive, Tralee, Kerry
40. Scoil Phobail Sliabh Luachra, Rathmore, Kerry
41. St Josephs Secondary School, Abbeyfeale, Limerick
42. Scoil Mhuire & Ide, Newcastlewest, Limerick
43. Vocational School, Abbeyfeale, Limerick
44. St Ita's College, Abbeyfeale, Limerick
45. Desmond College, Newcastlewest, Limerick
46. St John the Baptist, Hospital, Limerick
47. Colaiste Iosaef, Kilmallock, Limerick
48. Presentation Convent, Bruff, Limerick
49. Askeaton Community College, Askeaton, Limerick
50. Mercy Community College Rathkeale, Rathkeale, Limerick

Careers Events

ITT was represented at the following careers events during the 2009/2010 academic year:

- Options for Adults (KES)
- Higher Options, RDS Dublin
- Midlands IGC, Athlone
- Careers Employment Exhibition, IRD Duhallow
- Mid West Careers Exhibition, Limerick
- Principal & Career Guidance Day
- IGC Kilkenny
- Career Options Cork
- College Fair, Kells, Co. Meath
- IGC Kerry, Careers Fair
- Open Evening Rice Community College
- Careers Fair, Youghal
- Careers Event for the unemployed, Tralee
- Careers Event for the unemployed, Listowel
- Careers Fair, St. Munchins Limerick

Principal and Career Guidance Day

The Principal and Career Guidance Day held on October 7th was attended by 27 Principals and Career Guidance Counsellors. As well as a presentation by the Registrar on new programmes and developments, there was a presentation by the relevant Heads of School/Department on new developments in their areas.

Open Day

Almost 900 students attended Open Day 2009 on November 6th with 19 secondary schools represented. Prospective students were afforded the opportunity to see the facilities on offer and meet lecturers as well as current 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 10:30am 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 2010)
 Change of mind for CAO applications (June 2010)
 HCT Courses – previously under the aegis of Failte Ireland
 MA Professional Hospitality and Tourism Management
 Part-time Programmes (Minor Awards)
 Open Day
 Sports Scholarships
 Vacant Places under CAO

Young Entrepreneur Programme

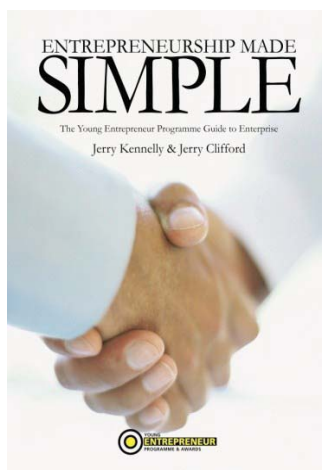
Description of the Project

By sowing the seeds of entrepreneurship within education the Young Entrepreneur Programme [YEP], and more recently the Junior Entrepreneur Programme and Endeavour Programme, seek to cultivate a spirit of entrepreneurship and real life business skills among second and third level students in the region. The next generation of school leavers and graduates are being prepared to look to the world outside of Ireland, not as somewhere to emigrate to, but somewhere to sell their ideas. The 'YEP' generation will be better prepared for the freedom and joy of entrepreneurship. Never before has education been so closely engaged with the country's leading entrepreneurs.

Programme Structure

Aimed at 15–23 year olds, the programme structure includes timetabled classroom learning, local business mentors linked to schools/third level along with various events throughout the year where students have the opportunity to learn from leading entrepreneurs. Connecting to a network of national entrepreneurs means the YEP acts as an interface between the entrepreneurial community and budding entrepreneurs. This uniquely close, synergistic, collaboration produces a hub of 'entrepreneurship stimulation'. Students are required to identify a business idea and develop a business plan for that idea. Students go on to fine tune their business plans under the guidance of dedicated business mentors for the duration of the Programme. Students have access to a fully resourced web site throughout the year, in addition to social networking sites

like Facebook and You Tube. Following submission of final business plans and an examination in March, the Programme culminates in an awards ceremony in May. All students compete for the title of Young Entrepreneur of the Year. This is based on their attendance at the seminar series (10%), completion of the exam (30%) and business plan submission and presentation (60%).



Training is provided to all educators and mentors both at the beginning and throughout the year on the multiple pedagogies that may be used in teaching entrepreneurship. Mr. Jerry Kennelly and Dr. Jerry Clifford have written a book titled 'Entrepreneurship Made Simple', which is used for the programme.

An educator's manual is produced to map the book, providing options for teaching each chapter and assessment of same. All students sit a formal exam and receive a Certificate of Entrepreneurship. A business plan template has been designed for the programme which is downloaded from www.youngentrepreneurship.ie.

The programme is built on the ethos of bringing educators, students and entrepreneurs together to bring real life business experience into the classroom and facilitate the student's learning throughout the year. A group of over 30 entrepreneurs are recruited and assigned to specific schools giving students a reality check on their business plans by visiting the schools on a monthly basis. Participating schools sign a YEP contract, reviewed on an annual basis, to ensure highest quality standards. YEP is cultivating a community of entrepreneurship.

The programme is unique to our region and is delivered in addition to the National Education Curriculum.

Programme Milestones

Educator Training

Educator Training takes place over three days during which all educators receive a programme curriculum, a book (Entrepreneur Made Simple) and an educator's manual. This manual tracks the course for the entire programme by providing the learning outcomes for each chapter, suggested teaching pedagogies for each chapter, a list of questions and answers for each chapter, a list of suggested class activities, chapters link to business plan template and advice on how to use the mentor for that particular section.

Educators also receive free books for all participating student and free DVD teaching material.

Mentor Training

Each Mentor on the programme receives a half day training every year.



Well known Irish entrepreneur Bobby Kerr (Insomnia) pictured with students has previously spoken at this event.

Seminar Series

Blue Sky Day

As the students start on the programme, Blue Sky Day gives them the opportunity to gain invaluable insights into the lives of leading entrepreneurs. The speaker and panellist line-up is tailored towards motivating and energising the students as well as imparting valuable knowledge.

Business Plan Workshop Day

Business Plan Workshop focuses on the business model and the financials. Mentors work with students and their teachers in workgroups helping to review business plans and presentations.

Business Boot Camp Day

As the students work on their business plans, some of Ireland's leading entrepreneurs provide real world tips for creating a successful business plan. Business Boot Camp is focused on the key elements of the business plan and in particular the business pitch.

End of year Examination

Students sit an exam on the Entrepreneurship learnings. Examinations are held in each participating schools/third level college on the same day. The exam is marked externally and all students attaining 40% receive a Certificate of Entrepreneurship.

Business Plan Submission

Business Plans are submitted and reviewed by an internal panel and a number of plans are shortlisted. Students are provided with a set of unique templates to help them develop a realistic business plan. Sample pages of the business plan are illustrated below. See link below for full YEP Business Plan template and YEP Users Manual. <http://www.youngentrepreneur.ie/resources/course-work/>

Shortlisted Pitching

Shortlisted students pitch their business ideas to a panel of judges and the finalists are then chosen.

A student from Scoil Phobail Sliabh Luchra, Rathmore, Co. Kerry pictured right pitches his idea 'Grade Trade' to a panel of entrepreneurs at Shortlist Pitching Day 2010.



Adjudication

Young Entrepreneur Programme finalists are adjudicated individually by a panel of judges (internationally successful entrepreneurs). The students pitch their ideas and face tough questions from the judges.

Awards Ceremony

The awards ceremony is the final event of the programme which celebrates the work completed by the participating students. There are three category winners: Second Level, Third Level and Best School. The second level winner receives a trip to Silicon Valley, California, giving them an opportunity to visit iconic companies such as Apple, Google and Facebook. The third level winner receives €5,000 seed capital and the best school receives an IT package to the value of €5,000. In addition, the shortlisted finalists partake in an entrepreneurship trip and receive a 2 week apprenticeship with mentor companies.

YEP winners 2010: Third Level Winner Lisa O'Donoghue, UL and Second Level Winner Michael Dillane, CBS, The Green, Tralee.



After the final awards all finalists are introduced to their local County Enterprise Board (CEB) who provide further mentoring and funding for students interested in progressing their ideas.

Programme Stakeholders

Inter-agency co-operation and co-ordination arrangements are strong, forming a tight knit community focused on enterprise development. Enterprise development is integral to the mandates of all the principal development agencies operating in the county. This includes: ITT, SD, Kerry County Enterprise Board, LEADER, Kerry County Council, Udaras na Gaeltachta and the entrepreneur community [lead by Mr. Jerry Kennelly].

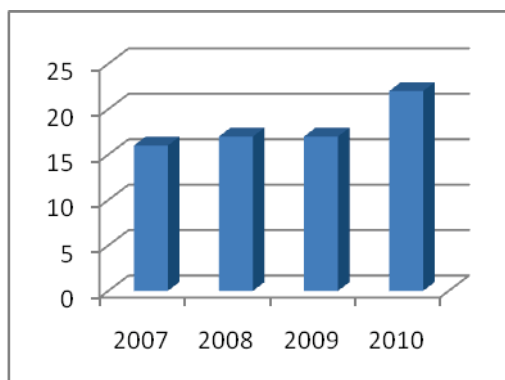
Future Plans

In 2010, the first YEP Alumni will have initiated their third level education around the country. YEP Alumni aims to ensure a development path exists for each aspiring Kerry Entrepreneur and The YEP Alumni Programme will be provided to YEP Alumni at the end of their 3rd year in third level college. January 2011 will see the launch of the Junior Entrepreneur Programme; a similar enterprise education programme aimed at fifth and sixth classes (aged 9–12 years) in primary schools in Kerry.

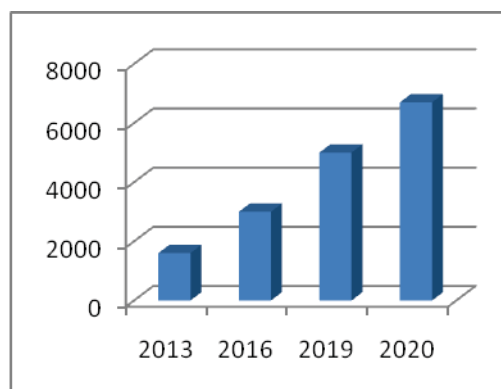
Over the last number of years YEP has been a journey of learning for everyone involved and we continue to learn every year. The Young Entrepreneur Programme is now an international role model which lends it to transferring across Ireland, Europe and beyond. The programme has been piloted in Limerick and Cork with great success with discussions underway concerning its roll out among our partner European Entrepreneurial Region Award winners [Brandenberg, Helsinki, Murcia, Catalonia and Trnova], approaches by a number of countries in Eastern Europe to migrate the model, as well as from the Kingdom of Saudi Arabia and a number of the gulf countries.

Results of the Project

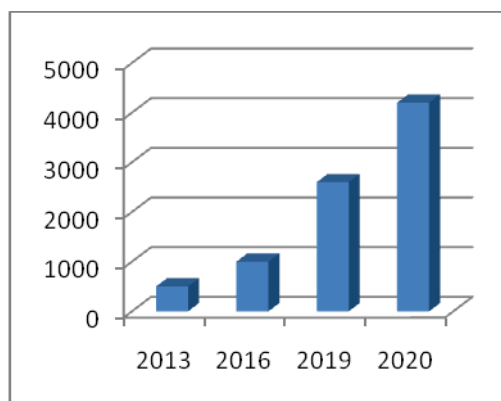
The following tables illustrate the growth of the Young Entrepreneur Programme since its inception in 2007. 65% of second level schools in Co. Kerry now participate in the programme. Tables detail the growth in participating schools [per year] as well as participating students over those years. Also illustrated are the forecasted growth figures for second and third level participation of the programme from 2013 to 2020.



Number of participating schools [Per year]



Projected YEP second level students



Projected YEP third level students

As The Young Entrepreneur Programme is delivered in second level education in Transition Year, 2010 saw our first Young Entrepreneur Programme Alumni transferring to University level education. This provided the required platform to undertaking a quantitative analysis on the impact of the programme. Data collection is on-going and preliminary analysis will be performed in March 2011 [repeated annually].

Parameters being investigated include [with appropriate controls in place]:

- Subject selection for the Leaving Certificate [by gender and socioeconomic status];
- Subject performance in the Leaving Certificate [by gender and socioeconomic status];
- Undergraduate programme selection [by gender and socioeconomic status];
- Degree award;
- Career selection [employment in SME, MNC, etc];
- No. of spin outs, jobs created, company valuations.

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- Degree award;
- Career selection [employment in SME, MNC, etc];
- No. of spin outs, jobs created, company valuations.

Milestones in 2009/2010

- A review with schools took place at the end May/early June. Principals and teachers were invited to meet with the Young Entrepreneur Programme Executive to review the 2008/2009 programme and commit to the 2009/2010 programme.
- The following metrics were devised which all schools were expected to adhere to in order to fully participate in the programme. Failure to comply with metrics results in the removal of the school from the programme. All participating schools for 2009/2010 agreed to the following metrics:
- 3 day Training – 100% attendance required
- Classroom time (50 hours) – 100% of agreed time required
- Blue Sky Day – minimum 90% attendance
- Business Boot Camp – minimum 90% attendance
- Examination – minimum 90% attendance – 80% need to pass
- Business Plan Workshop – minimum 90% attendance
- Business Plan Competition – minimum 80% submissions
- New programme for 2009/2010 kicked off in September with 17 schools in Kerry and Limerick and IT Tralee and University of Limerick participating resulting in a total of 600 participants.
- An Education/Teacher Training Programme was developed and delivered to 27 second level educators during August and September. The training took participants through all aspects of the programme, focusing on the business plans and introduced them to pedagogical formats to enhance the learning experience.
- Training was provided to 39 mentors on the programme and their involvement.
- Blue Sky Day took place on 2 October in the Brandon Hotel in Tralee which attracted over 600 attendees. Bobby Kerr (Insomina), Niall Mellon (Niall Mellon Township Trust), Tim Rooney (Surf Seeds) and Fiona Looney (Smartshopper) were among the speakers at the event as well as a host of other entrepreneurs presented to the students on the YEP programme.
- Business Plan Workshops took place in November where mentors worked with students and their teachers in workgroups helping to review business plans and presentations.

- Business Boot Camp took place on 29th January in the Brandon Hotel in Tralee which attracted over 600 attendees. Jack O'Conner (Kerry Team), John Rice (JAM Media), Melanie Harty (Harty's Foods) and Michael Carey (Jacob Fruitfield) were among the speakers at the event as well as a host of other entrepreneurs presented to the students on the YEP programme. Students had the opportunity to pitch their own business ideas to a panel of entrepreneurs which was the highlight of the event.
- Business plans were submitted on 5th March.
- The exam took place on 12th March.
- Shortlist Pitching took place on 19th March.
- The Awards night took place on 22nd April. Winners were – Michael Dillane a fifth year student at CBS, The Green, Tralee who was awarded the Young Entrepreneur Second Level Winner 2010. Michael's winning idea was schoolgiftsforgrads.com, which offers Leaving Certificate students a wide range of graduation gifts in varying price, quality and styles. Lisa O'Donoghue a research fellow at University of Limerick won the Young Entrepreneur Third Level Winner 2010. Lisa's idea ALR is a recycling equipment developer specialising in recycling of LCD displays for European and worldwide recycling markets. Best School was awarded to Presentation Secondary School Milltown.
- Focus groups were held in June with teachers and mentors gathering feedback on the 2009/2010 programme.
- Michael Dillane, Young Entrepreneur 2010 along with his educator Anthony Cronin won a trip to San Francisco as part of his award. Michael, Anthony and Anne Looney travelled to San Francisco on Sunday 14th June until Friday 19th June. The trip included:
 - Visit to Googleplex
 - Visit to Apple
 - Visit to Stanford University
 - Visit to Facebook
 - Visit to Cisco
 - Visit to Tech Museum
- Kerry County Enterprise Board provided advice, mentoring and funding to the finalists as requested.
- Finalists took up the offer of 2 weeks work placement with one of the mentor companies as part of the prize structure.
- A new YEP business plan template based on feedback provided by programme stakeholders was designed over the summer.

Endeavour Programme

Endeavour was launched in October 2009 as an intensive global launch pad for entrepreneurs targeted at ambitious high achievers who are focused on changing the business space they are entering. Participants were mentored by internationally successful business people and have access to Ireland's leading Finance, Communications, Sales, HR, Technology, Legal and Marketing experts. The programme culminated in a funding showcase. The first group of Endeavourers have a current combined funding valuation already well in excess of €10m based on investments closed or imminent.

Programme Description

The 2009/2010 programme was an intensive, full-time, seven month immersion process based at the Kerry Technology Park. Participants received the following:

- High-powered training from real-world experts with serious international experience.
- Access to Ireland's leading Finance, Communications, Sales, HR, Technology, Legal and Marketing experts for one-to-one consultation.
- Personalised one-to-one mentorship throughout the programme
- Office space, meeting, conference facilities and broadband at the Tom Crean Business Centre.
- Enterprise Ireland support and salary subvention for qualifying applicants.
- Business Stress Testing. Business plans were measured and challenged by a panel of experienced entrepreneurs.
- Access to specialised expertise from the lecturing staff at the Institute of Technology, Tralee and a realtime staffing resource pool from graduates and work placements.
- Showcasing of business plans to state agencies, private equity investors, banks and venture capitalists.

SUMMARY OF ENDEAVOUR 1

Endeavour 2010 Participants	Status	Funding Size	Valuation (*)	Website
Bet-Tec	Funding	300,000	1,000,000	www.totelfootball.com
Ubecha (Blue Box)	Funding	250,000	1,200,000	www.ubecha.com
DataHug	Funding	750,000	2,900,000	www.datahug.com
Emissions Control	Under review	na	na	Under review
Foxlightmedia	Active	na	na	www.foxlightmedia.com
Gaelforce	Active	na	na	www.gaelforcekerry.com
HKPB	Second funding 2011	500,000	1,300,000	www.hkpb.ie
iKITSystems	Active	na	na	www.ikitsystems.com
imeeGOLF (Active Mind)	Funding	1,500,000	3,000,000	www.imeegolf.com
Learnpipe.com	Active	na	na	www.learnpipe.com
Locallotto.ie	Active	na	na	www.locallotto.ie
Reversadoor	Active	na	na	www.reversadoor.com
Social Trainer	Not Active	na	na	na
TapMap	Funding	900,000	2,900,000	www.tapmap.com
Tender3D.com	Active	na	na	www.tender3d.com

(*) Based on submissions by participant companies currently on funding rounds

Endeavour company accolades include:

- Dublin Web Summit Spark of Genius Award;
- Irish Software Association, Technology Start-up of the Year;
- InterTradelreland Munster Seedcorn Winner;
- SCUUL Entrepreneur of the Year.

Centre Educational Development

Student Ambassador Programme

The Student Ambassador Programme is a joint Shannon Consortium initiative. The Programme recruits and trains students to become ambassadors for the promotion of higher education across the Shannon region. The initial and primary aim of the programme is to raise the aspirations of second-level pupils in disadvantaged schools with regard to their transfer to higher education. During the Academic Year 2009/2010 IT Tralee expanded the scope of the programme in the Institute to cover a wider range of schools, and Student Ambassadors visited the following schools:

1. Causeway Comprehensive School
2. Tralee Community College
3. Killorglin Community College
4. Killarney Community College
5. Presentation Secondary School, Milltown
6. CBS, The Green, Tralee
7. Mercy Mounthawk, Tralee
8. Gaelcholaíste Trá Lí
9. Tarbert Comprehensive
10. Pobail Scoil Chorca Dhuibhne
11. Colaíste na Sceilige, Caherciveen
12. Presentation Secondary School, Tralee
13. St Michaels Secondary School, Listowel
14. St Brendans College, Killarney
15. Pobail Scoil Inbhear Sceine, Kenmare
16. Community College, Castleisland
17. St Joseph's Secondary School, Abbeyfeale
18. Desmond College, Newcastlewest

Mature Student Peer Mentoring Programme

This was the second year that the Mature Student Peer Mentoring Programme had run at the Institute. To date 32 mentors and 179 mentees have participated in the programme, which aims to facilitate the transition to 3rd level for mature students.

It is a programme aimed at assisting the process by which new mature students settle in by linking them to other new mature students and a mentor. It also provides a great forum for learning more about the mature student experience from those already in the educational system. In academic year 2009/2010, 18 mentees and 103 mentors were registered.

The Mature Student Peer Mentoring review took place on May 1st. Overall the programme has proved to be a success.

Learning Styles

December brought the Learning Styles/Diagnostics project to a close for 2009/2010. During Orientation week first year students of the Shannon Consortium took part in the Learning Styles Diagnostics project. IT Tralee is the lead partner in this SIF 1 Strand 2 project. This year IT Tralee rolled out this project to second level students on a pilot basis and fifth year students of Mercy Secondary School, Mounthawk took part in the project.

In November, the third level report was circulated to academic staff and workshops were provided for staff and students of the region in each partner institution. Follow up sessions were provided to the staff of Mercy Secondary School, Mounthawk and it is envisaged that this project will have increasing regional significance for Teaching and Learning in the future.

Shannon Consortium Awards

Michael Crossan, Lecturer, School of Business and Social Studies, ITT, took part in the Shannon Consortium Teaching award programme. His portfolio was shortlisted, which means he secured a top five spot on the award list. This was an excellent result for Michael and for the Institute of Technology, Tralee and it is a fitting reward for all of Michael's work on his teaching portfolio. Michael is to be congratulated on this achievement and also the other staff members who assisted with peer observation sessions, class recordings and various other related tasks. The award ceremony took place on Wednesday 28th April at the University of Limerick.

NDLR

The Centre for Educational Development held a Staff Development session on May 13th 2010. **Catherine Bruen** (NDLR) presented a workshop entitled "Sharing Digital Resources for Teaching & Learning through the NDLR". This workshop focused on how NDLR is supporting the use of open digital content for improving the quality of teaching resources, enhancing associated teaching practice; encouraging a reduction in the cost of teaching via sharing and reuse of digital resources, and supporting collaborative development and sharing of resources across the education sector in Ireland and internationally.

Showcase of NDLR staff projects

Four of our colleagues presented at the Staff Development Day. They have been working on NDLR funded projects for the last year. This work involved the development of online learning materials and the four people involved have been very successful with the work they have carried out.

The projects were also presented in Trinity College Dublin and the quality of the projects was commended at that event. Projects are funded through the NDLR and are on the development of reusable learning objects (RLOs). Dr. Oliver Murphy congratulated the staff involved on their NDLR successes and encouraged the development and generation of further learning objectives.

The projects were entitled:

- *Sets of Reusable Learning Objects for different functions in Excel* **Anne Marie Courtney;**
- *Developing Reusable Learning Objects on paraphrasing as part of a set of study skills* **Tom Farrelly;**
- *The development of a Reusable Learning Object "You as a facilitator" for Inter-professional team development* **Siobhan Ní Mhaolrúnaigh;**
- *An interactive DVD/e-learning tool to support teaching and learning in Anatomy and Injury Management* **Aoife Ní Mhuiri.**

All events were well attended by staff members and feedback was that both of these staff development day sessions were informative and successful.

Blackboard/WebCT training

52 people attended the WebCT group and one to one training sessions throughout the Academic Year 2009/2010. This was a combination of weekly lunchtime sessions and specific one to one sessions organised by the CED office. Several workshop such as 'Developing Educational Resources (using Camptasia)', "Developing Digital Content for Teaching and Learning" and "Using TurnItIn" also took place in January 2010. The session was facilitated by Paul Gormley and Catherine Bruen from Vista Elearning Consultancy and Training Ltd.

Business in the Community

This initiative provides second level students with a first-hand insight into the world of work and the diversity of employment roles within a company. Fifth year students from Causeway Comprehensive School completed a year long programme in partnership with the Schools' Business Partnership – an initiative of Business in the Community Ireland. This programme gives students the opportunity to learn about the variety of careers available at a third level organisation and hear from employees about what their day to day jobs entail. In addition to a site visit to the IT Tralee, students have the opportunity to attend CV workshops, mock interviews, company overview.

Staff Development Days***December 17th 2009***

The training covered on the day was as follows:

Ann Heelan, AHEAD

Conor Hartigan, Assistive Technology Assessment Centre, UL

Martina Crehan, Learning & Teaching Centre, DIT

The events were attended by 39 staff members

March 2nd 2010

The guest speakers were;

Mr. John Drummey (*John Drummey Communications*)

Ms. Alison Boardman (*Unique Voice*)

The events were attended by 19 staff members

May 13th 2010

The guest speakers were:

Owen Ross (Athlone Institute of Technology)

Catherine Bruen (NDLR)

Showcase of NDLR staff projects

The events were attended by 36 staff members

Postgraduate Training

Dr. Sean Lacey held two workshops for postgraduate students in December.

The topics covered were:

Research Questionnaire Design

This event was attended by 17 staff members

Statistics and SPSS – The Link

This event was attended by 14 staff members

Further Postgraduate Training Days took place on:

March 1st 2010

The workshops covered were:

Endnote Training facilitated by Mr. Donal O'Sullivan

This event was attended by 10 staff members

Statistics for Researchers facilitated by Dr. Sean Lacey

This event was attended by 4 staff members

May 5th 2010

"Developing a Sustainable Research, Writing, and Publishing Process"

Presented by Mr. Lawrence Cleary of Shannon

Consortium Regional WritingCentre;

This event was attended by 6 staff members

"Visual Literacy: Advanced Presentation Skills"

Presented by Ms. Lorna Moloney of Merriman Research & Training Ltd.

This event was attended by 6 staff members

Postgraduate Support

For the Academic Year 2009/2010 Dr Sean Lacey facilitated Postgraduate Statistical Support sessions for staff members between 30th October 2009 and 10th May 2010. The feedback was very positive.

Postgraduate Writers Retreat

This event was held from Sunday 29th November to Wednesday 2nd December at Coolbawn Quay, Limerick. Four ITT postgraduate students attended the Postgraduate Writers Retreat. Structured seminars, advice on writing and practical publishing tips formed part of the programme but the main objective was to provide an environment in which postgraduate students would be able to focus completely on a current writing task. The purpose of participation was to start, progress or finish a coherent piece of scholarly writing for publication (e.g. a journal article, a chapter of your thesis, a book proposal). The workshop was facilitated by Prof. Sarah Moore, Regional Writing Centre, UL. The event was organised by the Centre for Teaching and Learning and the Graduate School at UL through the Shannon Consortium.

Scifest 2010

SciFest, a one-day festival of science was held at the Institute of Technology, Tralee on Wednesday, 12th May 2010. Scifest is a regional Young Scientist Competition and was open to all second level students. 31 project applications were received for the event. The event was opened by Mr. Michael Carmody, President, IT Tralee along with Dr. Joseph Walsh and Dr. Michael Hall of IT Tralee. Keynote Speaker on the day was Dr. Gary McDarby who delivered a presentation on *"Compassion, Innovation and Adversity – How Human Hardship can Inspire Technology Ingenuity"*. This was followed by the Exhibition of projects along with demonstrations by representatives from the Killarney National Park entitled "Super Furry Animals", "Energy Extravaganza" as well as a Robotics demonstration provided by the IT Tralee Computing Department.

Muireann Keating, a 12 year old 1st year student in Presentation Secondary School, Tralee was selected as the Overall Best Project Award Winner. Her project entitled 'Is school deafening us?' received the top prize of a presentation trophy marking her achievement in the competition and a voucher. Muireann also won two other awards including the Discover Sensors Award Winner and the Best Junior Physical Science Award.

Other award winners included:

Runner Up – John Prendergast, Brian Daly & Fiona Reidy, Mercy Mounthawk, Tralee;

Best School – Intermediate School Killorglin;

Best Communicator Award – Patrick Rohan, Anna Fiddler & Karina Fitzgerald Castlegregory Secondary School;

Highly Commended Discover Sensors Award – Shane Hayes & Michael Dillane CBS, The Green, Tralee.

The event was very well attended and proved to be extremely successful. For further details please visit 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.

Projects/Work undertaken

The following is a listing of projects and works undertaken by the Estates Office for the period September 2009 – August 2010:

a. Planning Permission:

The Estates Office sought planning permission for the following projects:

- Pedestrian Gateway Entrance to the North Campus;
- Pedestrian Access from Forge Cross to the Institute adjacent to the crèche;
- An extension to the Agricultural Shed in the South Campus;
- An infill roof adjacent to the boiler house in the South Campus which will result in additional storage space for the Health & Leisure Programme.

b. Sports Academy Building:

Much work has progressed on the bringing forward of this project. Detailed cost plans for construction and operational models have been proposed and examined in detail. The coming years will see further progress in relation to this project. The Estates Office issued a detailed guidance document for the ITT, future designers and operators as to what will be required to make this proposed structure as energy and environmentally conscious as possible.

c. New Cafe in North Campus:

Plans for the relocation of the existing shop in R-Block to the old library in S-block were undertaken in 2009/2010. Suggestions were requested from staff and all points raised were accommodated where possible. A detailed design was prepared and approved by the Fire Officer. Works commenced during the summer of 2010 with the new Cafe being fully operational for the next Academic Year. This new cafeteria acts as a focal point for both staff and students and enhances the experience of all in the North Campus.

d. South Campus Additional Buildings:

During the summer of 2010 two additional structures were added to South Campus:

Agri Shed Extension: This allowed the addition of much needed additional space to the existing structures.

Health and Leisure Infill Roof Structure: This structure provides much needed storage for the Department where much of their outdoor equipment can be stored and is such that the area is well ventilated to allow drying of such equipment. The Estates Office has also instructed the strengthening of this structure to accommodate its future proposal for rain water harvesting.

e. Car Parking in South Campus:

The car park behind the Kerry Innovation Centre has been extended to provide 100 additional car parking spaces.

f. Summer Works 2010:

The Estates Office carried out a comprehensive list of summer works on both the North & South Campus to the value of €300k. Examples of such works were:

- Installation of Scoreboard and Discus in the North Campus GAA field;
- Installation of 2 smoking shelters in the North Campus and 1 smoking shelter in the South Campus;
- Installation of 2 bicycle shelters in the North Campus and 1 bicycle shelter in the South Campus;
- Tree surgery in the South Campus;
- Essential Repairs to the B/IT Roof;
- Outside street lighting upgrade;
- Installation of a Music Studio in the HCT Building.

g. Electrical Tender:

The Electrical & Maintenance Tender was advertised by the Institute on the 4th May 2010 with a closing date of the 14th June 2010. The contract was awarded to Michael O'Connell Electrical Services Ltd (MOCEL). The work carried out by the staff of MOCEL provides significant assistance to the day to day running of the Institute's facilities and works.

h. Bad Weather:

The Estates Manager wishes to take this opportunity to highlight the commendable contribution by caretakers, security, on-site contractors and the Assistant Building Officer in ensuring that the extreme bad weather experienced by the whole country in the winter of 2009/2010 caused minimal damage to the Institutes buildings and infrastructure as a result of competent supervision and adequate use of all heating systems. Minimum staff numbers were on site each day during Christmas Break carrying out essential inspections so that any issues or damages could be immediately brought under control and repaired.

i. Access Survey:

In June, an Access Survey was commissioned for North and South Campuses as part of an initiative to bring both campuses to a uniform acceptable access standard for all. This was concluded during the summer and a programme of works was identified. One immediate project that was undertaken was the installation of one wheelchair accessible desk in each of the 18 computer labs in the BIT Building so that any computer lab can then be used by any student who uses a wheelchair.

j. Sports Facilities:

The GAA field with spectator fencing all around has proven to be very successful. To this end it was decided to fence in the Sand Carpet Running Track and Training Areas so as to give better spectator control and additionally the elimination of vermin such as rabbits from the area. Rabbits were causing a two-fold problem in the Running Track Area where their droppings were very prevalent along with the constant digging of the area which could lead to injuries to sports users if a hole dug by a rabbit was unseen and not filled in time.

ITT Energy Conservation

The following is an outline of the Institute's on-going progress in the area of Energy & Resource Management taken from an environmental point of view. In this instance, the Estates Office strives to reduce all usage of oil, gas, water, electricity and obtain as much benefit as possible from renewable sources such as solar and rainwater.

a. Sustainable Energy Awards:

In 2009, the Estates Office at IT Tralee was nominated for two Sustainable Energy Awards in

Category E – Excellence in Co-ordinated Energy Management Programme

Category F – Outstanding Energy Manager of the Year

In November 2009, at the awards ceremony in Dublin, the ITT Estates Office were national winners of Category E. In summation, the SEAI judges said they were impressed by the detailed analysis and emphasis on strong business case in delivering the programme at ITT. The success of the programme in the North Campus was evident through the reduction of electricity use by 20% and thermal energy use (Oil) by 39%.

The Estates Office was also shortlisted for the Category F Award – 'Outstanding Energy Manager of the Year – Small/Medium User' and were placed in the top three nationally.

The significance of these awards is that the ITT is the first third level college to be shortlisted for two awards and the first winner of such an award nationally at third level.

b. Lighting:

The Estates Office carried out a survey of the existing internal lighting system in the South Campus at IT Tralee and quotes were sought for an upgrade to this system. The Estates Office replaced lights that were in place for approximately 25 years with more energy efficient ones and fitted light sensors where appropriate.

LEC lighting controllers were also installed in the North & South Campus to reduce electrical loads on all external public lighting circuits. All these works have reduced the energy consumption at the Institute and provided an improved lighting system. Electrical usage in April 2010 was 11% down on the corresponding month of 2009.

c. Sunday Business Post Article:

Donal Hunt (Estates Manager) was interviewed by the Sunday Business Post in May 2010. The interview was to highlight the success of IT Tralee in their energy savings initiatives and the winning of a national award for same.

d. Grant Aid Applications:

In the summer of 2010 the Estates Office undertook an ambitious application to the SEAI for grant aid on 12 proposed projects which would have an expected grant allocation of between €200k and €300k to ITT.

Estates Office

Mr. Donal Hunt, Estates Manager

Mr. John Daly, Assistant Buildings Officer / Health & Safety Officer

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

New Courses

BA in Travel and Tourism Management

BA (Hons) in Travel and Tourism Management

Items of Interest

The BA Travel & Tourism Management commenced this year with 14 students in Year One. This programme shares common modules with the BA Adventure Tourism Management programme.

The IDT 2009 (International Tagung fuer Deutschlehrerinnen und Deutschlehrer) is an International conference for German teachers of all educational levels and is organised every four years. At this year's conference in Jena/Weimar (Germany) Kristin Brogan delivered two papers in German: one on the LdV project Vocal and the other on her research on Irish Erasmus students and their Study Abroad. Please see <http://www.idt-2009.de/> for further details.

The *IoT's Languages Strategy Network* had its 8th meeting in DIT. Mary Ruane [Director from the UCD Language Centre] was invited as a guest speaker. Kristin Brogan is the co-organiser.

Kristin Brogan attended the *LIN 2009* conference in Athlone. Please see http://www.lin-ireland.com/index.php?title=LIN_Conference for more information.

The ATLGTI [Association of Third Level Teachers of Ireland] had its annual conference in UCC. Kristin Brogan is the Co-Chair. Please see <http://www.germaninireland.org/index.htm> for further information.

The LdV EU funded project [Transfer of Innovation] *Ready, Study, Go - Ahead* had its first partner meeting in Rouen and its second partner meeting in Soltau, Germany. The meeting was chaired by Kristin Brogan, who is the Quality Manager.

Léargas organised a 2010 Call Information Workshop regarding TOI (Transfer of Innovation) and Partnership projects. The agenda included the presentation of one of their TOI projects. Kristin Brogan was asked to present the *Voca*/LdV project, which is coordinated by ITT.

TCD organised the annual NAIRTL conference on research informed learning and teaching. Kristin Brogan attended the event and disseminated the information at ITT.

UCC organised a symposium on Irish-German BS relations with the following title: SPOTLIGHT GERMANY: GERMAN-IRISH RELATIONS SINCE 1989 – DEVELOPING INTERNATIONAL CAREERS: THEORY AND PRACTICE. The symposium was attended by Kristin Brogan. She also valorised the information from the symposium.

The Molan EU project had its 4th partner meeting in Thessaloniki, Greece. Kristin Brogan represented the ITT. Please see www.molan-network.org for further details.

Seven 1st year TS/BS students went on an ITT trip during midterm to Cologne, Germany. All students are studying German and this gave them a taste of German culture and language. The group was accompanied by Kristin Brogan.

The *Lithuanian Language Teachers Association* had its 4th conference in Kaunas, Lithuania. Kristin Brogan gave a presentation on her research and chaired one of the afternoon sessions. The paper was written together with her colleague Dr. Muiris Ó Laoire.

The *Modern Languages in Primary Schools, Kerry Teachers Network Group* had its last meeting before the summer break. This group met every six weeks during the school year and organised three workshops in the Tralee Education Centre. Dr. Muiris Ó Laoire had been one of the presenters. This group was successful in receiving funding from the DES. Co-organisers are Lucia Atencia and Kristin Brogan.

Members of the German Irish Chamber of Commerce Kuratorium decided that they would like to award the working group (Business German Language Working Group) with their annual Kuratorium's Award. This is a medal the organiser will receive to thank him/her for their ongoing efforts in the area of promoting the German language in Ireland. Dr. Gisela Holfter from UL is the organiser of the group. Kristin Brogan is a member.

Professors from the "Advanced Conservatory of Dance in Malaga" (Conservatorio Superior de Danza de Málaga) gave dance seminars and workshops to Folk Theatre and Physical Education students at the Institute.

Folk Theatre students gave a series of dance workshops in schools within the Kerry VEC. The project was jointly co-ordinated by Kate Donovan, Kerry Education Service, and Sharon Phelan.

Sharon Phelan edited Dance Research Forum Ireland's 2nd International Conference Proceedings. The Proceedings were launched by the Head of Dance at the Arts Council Davide Terlingo on Friday November 13th.

The Department of Education & Science commissioned Sharon Phelan to devise the on-line dance resources for teachers of the Leaving Certificate Applied Dance Syllabus.

Sharon Phelan is National Facilitator for Dance for the Department of Education & Science.

Sharon Phelan will represent the IT Sector on the National Executive for Theatre Research. The NUI, Trinity College, UL and DCU are also represented.

Pat McGarty chaired the HETAC National Standards Committee on Social Care.

Pat McGarty is on the board of Social Care Ireland, the representative body for social care managers, practitioners, and educators.

+ The Outlab EU project was successfully finished; please see <http://www.outlab.ie> for further details. Dr. Michael Hall and Kristin Brogan were ITT participants in this Science project, which was coordinated by the Education Centre Tralee.

HCT & Business Studies hosted and chaired the first Kerry Tourism Stakeholders meeting in January to facilitate a county wide approach to tourism development and marketing. The meeting was attended by 25 participants representing a broad range of tourism stakeholders.

AEHT – Deirdre Sugrue accompanied two Hospitality students (Chido Takawira and Daniel Griffin) to the European Association of Hospitality & Tourism Schools Competitions in Dubrovnik in November.

As part of the week long Kerry Film Festival, organised by Samhlaoícht Chiarraí, Tomm Moore gave a lecture to our Interactive Multimedia / TV Radio & New Media and Music Technology students and a number of students from our local secondary schools on Monday 2nd November 2009. Tomm Moore is a Kilkenny-based animator and illustrator. He co-founded the Cartoon Saloon animation studio in 1998 during his final year at Ballyfermot. Tomm was introduced to the students by the Head of Informatics, Kay Fitzgerald and Jason O'Mahony from Samhlaoícht. The event was very well attended and the lecture was very informative and detailed the new style of 'illuminating animation' the film encompasses and the current Irish animation industry. The lecture was followed by a question and answer session.

Event Management (Level 7 EBM) students organised, as part of their module assessment, four weekend cultural trips in November for international students of the college who were interested in exploring Ireland's culture and heritage. The trips included Dublin, Galway, Limerick and West Clare respectively and 94 students in total participated in the trips, with very positive feedback received from participants.

Guest lecturer Siobhan Seoighe, spoke to the Adventure Tourism students in January. Siobhan is an Event Manager with Rith 2010, a round Ireland marathon with a difference that takes place in March, which is designed to promote awareness of the Irish language across communities.

Acting Head of School (September 2009 – March 2010):	Mr. Michael Carmody
Head of School (March 2010):	Ms. Kay Fitzgerald
Head of Department (Business Studies):	Ms. Mary Rose Stafford
Head of Department (Business Informatics) (up to 5th May 2010):	Ms. Kay Fitzgerald
Head of Department (Business Informatics) (5th May 2010):	Ms. Mary Lucey
Head of Department (Humanities) (up to January 2010):	Mr. Pat McGarty
Head of Department (Humanities) (January 2010):	Ms. Aisling Sharkey
Head of Department (Hotel, Catering & Tourism):	Ms. Mary Rose Stafford
Head of Section (Hotel, Catering & Tourism):	Mr. T.J. O'Connor



School of Engineering and Construction

General

In September 2009 Stages 2 and 3 of engineering courses were fully semesterised; all engineering courses are now delivered in semesterised structure. This change necessitated the complete redesign of all timetables. It also introduced Educational Broadening Modules.

The first students on the B.Sc. in Renewable Energy and Energy Management (Level 7) entered the Institute in September 2009 with a student intake of 52,

Minor Awards in Renewable Energy (submitted by Dr. Pat Carney) Building Insulation (submitted by Tim Segal) and Engineering Technology (submitted by Dr. Joseph Walsh) commenced on 17 September. 37 students accepted places on Renewable Energy, 6 in Building Insulation and 19 on Engineering Technology.

Liebherr Container Cranes Ltd with which the Institute has links, has two staff members attending on the Higher Certificate in Mechanical Engineering first year through ACCS. This is as a result of the accumulation of efforts by the Engineering School to have staff from local companies participate in engineering courses. The School acknowledges the work of Ms. Anne Marie Courtney in this regard.

The Department had an Engineers Ireland accreditation visit in March 2010. The courses being assessed for accreditation were:

Higher Certificate in Agricultural Engineering

B. Eng. in Agricultural Engineering

The Institute has signed a memorandum of agreement with Kerry Education Services which includes the exploration of complementary development, delivery and marketing of programmes. In addition, the Institute has agreed a set of defined progression paths for all FETAC PLC programmes offered by KES, operational from September 2009.

Research Activities

The **Centre for Intelligent Mechatronics and Sensors (CIMSS)** was established in 2008 and is based in the School of Engineering, Institute of Technology, Tralee, Co Kerry, Ireland.

CIMSS is an engineering and science discipline platform for research convergence between industry and academia. The aim is to interact with regional/national industry to generate long term sustainable and flexible solutions. One of the major focuses of the group is to work together towards obtaining funding from both national and European research funding organisations.

There are currently 10 members including, lecturers, post docs, research assistants and post graduate students. The centre focuses on research in areas such as the integration of intelligent electro-mechanical systems, robotics and sensors for industrial applications in agriculture, energy and healthcare.

CIMSS are committed to the advancement of entrepreneurship in the Kerry area. Our facilities can be used, upon application, by any local company in need of electronic development tools and equipment.

David Lenihan successfully submitted and presented a paper entitled Intelligent Energy Management with Data Acquisition and Monitoring for the Sustainable Energy and Environmental Protection Conference in DCU held from August 12th – 15th.

Events

Fifteen Agricultural Engineering students from AE200, AE300 and AE500 visited Germany from 10th – 14th November. Highlights included a visit to John Deere at Mannheim & Bruchsal along with a visit to Agritechnica 2009 in Hanover.

Dr. Edmund Harty, Dairymaster visited the Institute on the 7th May to present the Dairymaster Crystal Trophy to the best Mechatronic Engineering student Mr. Padraig Kennedy.

Dr. Michael Walsh, Irish Wind Energy Agency and Colm de Burca, Ocean Energy, ESB International gave a talk on Tidal, Wave and Wind Energy Developments “Building the Foundations for Success in 2020” on Tuesday 2nd February in the Solas Building.

Engineers week took place nationally from the 8th – 12th February. As part of Engineers Week, the Engineering School hosted a number of ‘Magnetic Electric Engineering’ shows on Monday 8th February. The shows were aimed at 5th and 6th class pupils and approximately 500 pupils attended. The event was held in the School of Engineering and student volunteers from CE200 assisted with the running of the shows.

An Riocht, the local branch of Engineers Ireland held their monthly talks in the Institute.

Dr. J Walsh, D Riordan, P. Kelly and David Lenihan in collaboration the Dublin City University’s (DCU) Centre for Talented Youth, Ireland, developed a 9 week short course in Engineering for primary school students (8 – 12 year olds). The course was held on Saturday mornings from October to December.

Joint Academic Workshops (JAWs)

Five JAWs meetings were held during the year, always during the lunchtime preceding Departmental meetings. 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 2009 whereby all students were notified by email of each JAWs meeting one week in advance. This gave them an opportunity to raise issues with their Class Representative. Minutes of the meeting are agreed at the meetings 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

Mr. Finn McKenna covered for Mr. Denis Galvin whose career break continued.

No changes in permanent staff numbers in 2009/2010.

The following staff members were timetabled for part-time hours for AY 2009/2010

Ger Fogarty
J. J. Lewis
William Hussey
Don Twomey
Denis O Toole.

8 staff retired from the School of Engineering during the Academic Year 2009/2010

Kevin Lynch retired as Head of School
Kevin Stapleton – Lecturer
Paudie McKenna – Lecturer
David Frizelle – Lecturer
Liam Looney – Lecturer
Pat Mitchell – Lecturer
Pius Costelloe – Lecturer
Michael O Connor – Lecturer

On the 17th May the School of Engineering were shocked and saddened to hear of the sudden death of our engineering colleague Pat Flynn RIP. Pat gave a lengthy service to the Institute and his presence will be greatly missed by both staff and students. May he rest in peace.

Courses:

The School of Engineering offered the following courses for Academic Year 2009/2010:

- 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
- 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 experience and study state of the art technology employed in their chosen field.

Head of School: Mr. Kevin Lynch (end of September 2009)

Head of Department: Mr. John Murphy

Mr. Kevin Lynch retired as Head of School in September 2009 and Michael Carmody President of the Institute acted as Head of School from October 2009 to April 2010.

Mr. John Murphy was appointed Head of School in April 2010.

Mr. Tim Segal was appointed Head of Department in May 2010.

Colette Commane – School Administrator

Claire Horan – School Secretary

School of Science and Computing

The School of Science and Computing offers a wide range of HETAC validated third level courses from National Certificate to Masters Degree level.

In 2009/2010 the following courses were validated:

- Higher Certificate in Pharmaceutical Analysis with Cosmetic Science
- Bachelor of Science (Honours) in Pharmaceutical Analysis with Cosmetic Science
- Higher Certificate in Information Technology Support
- Diploma in Nursing Leadership (Minor Award)

In 2009/2010 the following courses commenced:

- Bachelor of Science (Ordinary) in Pharmaceutical Analysis with Environmental Science
- Bachelor of Science (Honours) in Pharmaceutical Analysis with Environmental Science
- Higher Diploma in Computing
- Minor Award: Certificate in Applied Biology & Chemistry
- Minor Award: Certificate in Environmental Science
- Minor Award: Certificate in Multimedia
- Minor Award: Certificate in Multimedia Programming

Student numbers in the School decreased from the previous year to 1096 (includes 81 part-time students, down from 151 in the previous year and 1015 full-time students, up from 955 in the previous year).

The School of Science & Computing is very active in the area of research and has many collaborative links with industry. There are currently 36 students registered for post-graduate studies (taught and research).

The EIPET project was a big success with lots of requests for collaboration following on from it. The FITTSport convention was held in February. Funding was secured from the Marine Institute for students and staff to experience exploration techniques on the Celtic Explorer. We hosted a number of events for Science week in November 2009 and SciFest in May 2010.

The School of Science and Computing is comprised of four Departments:

Computing & Mathematics

Health & Leisure Studies

Nursing and Health Care Studies

Chemical & Life Sciences

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

IREL database funding via the HEA continues January 2010

The HEA confirmed in January that funding would be renewed 'in respect of the IreL e-journals initiative in order to provide access to Academic Search Premier and Business Source Premier (ASP/BSP) for the Institutes of Technology in 2010. Usage of the journals will be kept under review and a decision will be taken during 2010 whether to continue or expand the initiative'.

Library Per Cent for Art Scheme January 2010

The Installation of all of the nineteen art works purchased under the Government Per Cent for Art Scheme and selected by the Library Art Committee was completed in January. A brochure featuring the Library's art works is available from the Library desk and online.

Digitisation of theses

It was agreed that from 2010 a digital copy of each IT Tralee thesis will in future be made available through the Library Catalogue. The Library have also begun to retrospectively add theses completed prior to 2009 where copyright approval has been given. Theses can be searched via the catalogue or a list can be viewed at <http://library.ittralee.ie/screens/ProjectLists>

Library Newsletter Winter 2010, Volume 5, Issue 1

All staff and students were e-mailed on 10th Feb 2010 with a link to an electronic copy of this Newsletter on the Library Website. Print copies were also circulated. The Newsletter included detailed feedback on the Library Survey Results from June 2009, with details of actions taken. It also featured items on: Epigeum; Student Skills Online; Book Self Issue; Collection Development Policy; IREL Database; Digitised Theses; Kennelly Exhibition; Exam Papers database reorganisation; Renewing Library Material.

Library Committee meeting February 2010

A meeting of the Library Committee was held on February 26th at 3pm in L104 in the Solas Building.

SIF Centre for Education Development Office donation of €20,000 in funding to the Library.

€15,000 has been allocated to the Library for the Assistive Technology Room. This included funding for the purchase of a push-button/automated access door which was installed in February. Three push-button, height adjustable desks and additional specialist software/hardware were also purchased and installed using this funding.

€5,000 was used to fund the purchase of Sage Reference Online Handbook Collection, an important e-book resource.

Lee Strand Children's art competition February 2010

The winners of the Lee Strand Children's art competition were displayed in the Library following the exhibition launch on the 2nd February.

Programme of lunch-time drop-in library information sessions March 2010

A series of twelve 30 minute sessions for staff and students were held at lunchtime during March in the North Campus Library User Education Room (U105) and in the South Campus in C116. Topics covered were: Logging in to Library Services; An introduction to accessing the Library's online resources; Epigeum & ITilt Research Modules – overview of the Library's two Information Literacy research skills modules; Introduction to Ebrary ebooks package.

Marketing of Library Services through Plasma Screens, commenced March 2010

Following training, library staff commenced promoting resources and services through the new Plasma screens. Specific new resources and services were promoted on the screen inside the Library and also on the two screens outside the main Library entrance. Displays and presentations are updated regularly. In addition, the screens throughout the Institute were used to advertise more general library information such as opening times.

New online database and e-book resources launched in March 2010***Datamonitor MarketLine***

This resource is an invaluable tool for business researchers. This product contains a comprehensive and unique collection of company, industry and country information extending across all continents and every major industry. MarketLine provides statistical modelling functions, interactive reports and databases along with an integrated news service updated on a daily basis. It is a dynamic access point to the world of market intelligence. This resource was funded through SIF 1 Centre for Education Development Office.

The Ireland Collection (JSTOR)

Developed in cooperation with Queen's University Belfast, JSTOR's Ireland Collection contains 75 journals, over 200 monographs and 2,500 manuscripts. The Ireland Collection adds titles and resources across the arts, humanities, and sciences in disciplines such as music, art, history, literature, archaeology, mathematics, and biology. Materials span from the 1780s to the present, including ceased journals from the 18th, 19th, and 20th centuries.

The Sage Reference Online Handbook Collection

A new e-book resource, The Sage Reference Online Handbook Collection (which includes 80 Handbooks) and three online encyclopaedias was made available online via the Library website. This resource was funded by the SIF Centre for Education Development Office.

BCIS Online database

The BCIS Online database contains elemental cost analyses for over 16,000 projects across the UK. This resource is aimed at students in Civil and Construction engineering, specifically in the area of Quantity Surveying.

These four resources are available online via the Library website Online Resource page at

http://www.opac.ittralee.ie/screens/resources_index.html

Library Research Project carried out by 4th year ISM students April/May 2010

'An evaluation of the user perceived service quality of the Institute of Technology, Tralee Library Service'. (E. Lenihan, A. O'Grady, J. Marshall, F. Ozkan)

In April 2010 a group of 4 ISM students, completed a research project on the library at our request. The students' research project was supervised by Martha Farrell. The project aim was to identify the main elements of service quality. 300 students were surveyed and 128 respondents chosen through stratified random sampling. Factor analysis was used to evaluate IT Tralee students' perceptions of service quality: 'mean scores per item for performance and importance were then calculated'.

These results were presented to the Library on 30/4/2010 and were published in a 100 page hard copy report. A number of recommendations were made, with the main items of concern being: need to increase opening hours; number of seating spaces; control of noise levels; access to PCs; need to increase awareness of availability of student meeting rooms. A copy of the full report is available to review in the Library.

Library students and staff survey May/June 2010

The Library circulated its annual online survey in May 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 Friday 11th June. The survey sought feedback and comments on all aspects of the library service. All staff were e-mailed a link to the survey on the 7th of May with a reminder e-mailed on the 24th May. All students were e-mailed a link to the survey on the 7th of May with a reminder e-mailed on the 19th May. A printed copy of the student survey was also made available in both the SC & NC libraries. 182 replies (151 on-line and 31 print) were received from students. 56 on-line replies received from staff.

Library Committee meeting June 2010

A meeting of the Library Committee was held on Wednesday 16th June at 3pm in L104 in the Solas Building.

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



IT Tralee, Library

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 Information Technology (Minor Award)
 Certificate in Business Information Systems (Minor Award)
 Certificate in Business Management (Minor Award)
 Certificate in Psychology for Care Professionals (Minor Award)
 Certificate in Education for Children with Special Needs
 Higher Certificate Advanced Business Studies
 Higher Certificate Business Studies
 Higher Certificate Office Information Systems
 Bachelor of Arts in Information Systems Management
 Bachelor Degree in Business in Tourism
 Bachelor of Arts in Travel and Tourism Management
 Bachelor of Arts in Adventure Tourism Management
 Bachelor Degree in Business Studies in Culinary Art
 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 (Honours) Information Systems Management
 Bachelor of Business (Honours)
 Bachelor of Business (Honours) – Management

Bachelor of Business (Honours) – Accounting
 Bachelor of Business (Honours) – Marketing
 Bachelor of Business (Honours) in e Business
 Bachelor of Arts (Honours) in Early Childhood Care and Education
 Bachelor of Arts in Travel and Tourism Management
 Bachelor of Arts in Adventure Tourism Management
 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 (Honours) in Social Care

Faile Ireland programmes offered in the Institute

National Certificate in Bar Service
 Advanced Certificate in Tourism Business Studies
 National Certificate in Professional Cookery
 National Certificate in Professional Cookery day release
 National Certificate in Tourism Skills
 National Certificate in Hospitality Skills

Postgraduate Programmes

Master of Business – Generic
 Masters through Research
 PhD through Research

School of Engineering

Certificate in Building Insulation Applications (Minor Award)

Certificate in Engineering Technology (Minor Award)

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 Construction Plant

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) in Civil Engineering

Bachelor of Science (Ordinary) in Construction

Bachelor of Engineering (Ordinary) in Agricultural Engineering (Construction Plant)

Bachelor of Engineering (Ordinary) in 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

Postgraduate Programmes

Masters through Research

PhD through Research

School of Science

Certificate in Applied Biology and Chemistry (Minor Award)

Certificate in Environmental Science (Minor Award)

Certificate in Multimedia (Minor Award)

Higher Certificate in Information Technology Support

Higher Certificate in Science in Biological and Environmental Studies

Bachelor of Science in Pharmaceuticals with Forensics

Bachelor of Science in Pharmaceuticals with 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 Health and Leisure

Bachelor of Science in Health and Leisure with Massage

Bachelor of Science in Physical Education Studies

Bachelor of Science (Honours) in 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 Health and Leisure

Bachelor of Science (Honours) in Physical Education Studies

Bachelor of Science (Honours) in Fitness Professional

Bachelor of Science (Honours) in Adapted Physical Activity

Bachelor of Science (Honours) in Wildlife Biology

Postgraduate Programmes

Masters & PhD through research

Masters of Science in Computing in Education

Masters 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 2009/2010.

School of Business & Social Studies

Mr. John Andy Bonar	Bachelor of Arts in Adventure Tourism
	Bachelor of Arts (Honours) in Adventure Tourism
	Bachelor of Business
	Bachelor of Business (Honours)
	Bachelor of Arts in Information Systems Management
	Bachelor of Arts (Honours) in Information Systems Management
	Bachelor of Business in Tourism
	Bachelor of Arts (Honours) in Interactive Multimedia
Mr. Sean Connell	Bachelor of Arts (Honours) in Hotel & Resort Management
Mr. Donagh O'Shea	Bachelor of Arts (Honours) in Music Technology
Dr. Derek Mc Inerney	Bachelor of Business
	Bachelor of Business (Honours)
Mr. Mikael Fernstrom	Bachelor of Arts in Information Systems Management
	Bachelor of Arts (Honours) in Information Systems Management
	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 Bachelor of Arts in Information Systems Management Bachelor of Arts (Honours) in Information Systems Management Bachelor of Business (Honours)
Ms. Noelle O'Connor	Bachelor of Business in Tourism Bachelor of Arts in Adventure Tourism Management Bachelor of Arts (Honours) in Adventure Tourism Management
Mr. Tomas Mangan	Advanced Certificate in Tourism and Hospitality Skills
Mr. Barry Donnelly	Higher Certificate in Business (Advanced Business) Higher Certificate in Business Bachelor of Business Bachelor of Business (Honours) Bachelor of Business (Honours) ab-initio Bachelor of Arts in Travel and Tourism Management Bachelor of Arts (Honours) in Travel and Tourism Management
Dr. Kevin Lalor	Bachelor of Arts in Social Care Bachelor of Arts (Honours) in Social Care Bachelor of Arts (Honours) in Early Childhood Care and Education
Mr. Tom O'Connor	Bachelor of Arts in Social Care Bachelor of Arts (Honours) in Social Care
Mr. Gerard O'Donovan	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 Business (Honours) Bachelor of Business (Honours) in Electronic Business Bachelor of Arts (ab-initio) in Information Systems Management
Mr. Gerard Phillips	Bachelor of Arts in Social Care Bachelor of Arts (Honours) in Social Care
Dr. Aidan Daly	Master of Business
Ms. Grainne Daly	Bachelor of Business in Tourism Bachelor of Business (Honours) in Tourism Bachelor of Arts in Tourism & Travel Management Bachelor of Arts (Honours) in Tourism & Travel Management

Dr. Philip O'Reilly	Bachelor of Arts in Information Systems Management Bachelor of Arts (Honours) in Information Systems Management Bachelor of Business (Honours) in Electronic Business
Ms. Deirdre Scott	Bachelor of Arts (Honours) in Early Childhood Care and Education
Dr. Deirdre Horgan	Bachelor of Arts (Honours) in Early Childhood Care and Education
Dr. Ann Thorne	Master of Business Administration
Mr. Michael Murphy	Bachelor of Arts (Honours) in Interactive Multimedia Bachelor of Arts in Information Systems Management
Mr. Frank Xavier O'Connor	Bachelor of Arts in Culinary Arts (Part-time)
Dr. Pat Finnegan	Masters of Business (Informatics Stream)
Ms. Mary Reid	Advanced Certificate in Professional Cookery
Ms. Moragh Canney	Advanced Certificate in Tourism Studies with Business
Ms. Dympna Scanlon	Advanced Certificate in Hotel Front Office Operations
School of Science & Computing	
Dr. James J. Brennan	Higher Certificate in Science in Applied Biology Bachelor of Science (Honours) in Analytical Science with Product /
Mr. Eamonn De Leastar	Masters of Science in Computing
Dr. Deirdre Gilroy	Higher Certificate in Science in Applied Biology Bachelor of Science in Analytical Science Bachelor of Science (Honours) in Analytical Science with Product /
Mrs. Paula Holt	Masters of Science in Nursing
Mr. Andrew Beatty	Higher Certificate in Science & Computing – Information Technology Bachelor of Science in Computing in Software Development Bachelor of Science (Honours) in Computing in Software Development Bachelor of Science (Honours) in Computer Services Management 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

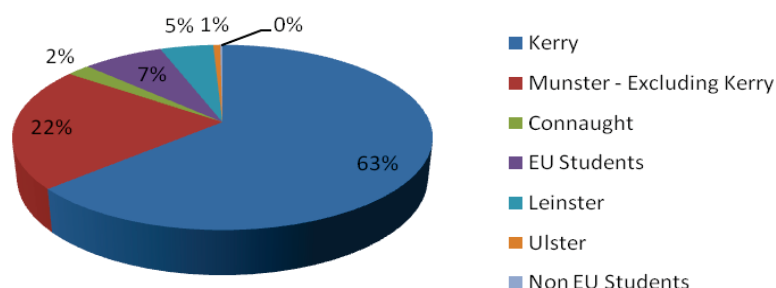
Dr. Liam Hennessy	Higher Certificate in Science in Health & Leisure Studies Bachelor of Science in Health and Leisure Studies Bachelor of Science (Honours) in Health, Fitness and Leisure Studies
Ms. Pauline Jordan	Higher Certificate in Science in Health & Leisure Studies Bachelor of Science in Health 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
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 Applied Biology Bachelor of Science in Analytical Science Bachelor of Science (Honours) in Analytical Science with Product /
Dr. R.H. Morgan	Master of Science in Computing Master of Science in Educational Technologies
Mr. Humphrey Murphy	Higher Certificate in Science in Health & Leisure Studies Bachelor of Science in Health and Leisure Studies Bachelor of Science (Honours) in Health, Fitness and Leisure Studies Bachelor of Science (Honours) in Physical Education Studies
Dr. Siobhan McClean	Higher Certificate in Science in Applied Biology Bachelor of Science in Analytical Science Bachelor of Science (Honours) in Analytical Science with Product /
Dr. Barry Feeney	Higher Certificate in Science & Computing – Information Technology Bachelor of Science in Computing in Software Development Bachelor of Science (Honours) in Computing in Software Bachelor of Science (Honours) in Computer Services Management 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
Mr. Gordon Mitchell	Bachelor of Science (Honours) in Mental Health Nursing
Dr. Evelyn Carnegie	Bachelor of Science (Honours) in Physical Education Studies Bachelor of Science (Honours) in Health, Fitness and Leisure Studies

Mr. Leo Darcy	Bachelor of Science (Honours) in Nursing
Dr. Susan Crawford	Bachelor of Science in Health and Leisure Studies Bachelor of Science (Honours) in Health, Fitness and Leisure Studies Bachelor of Science (Honours) in Physical Education Studies
Dr. Frank O'Brien	Higher Certificate in Biological and Environmental Studies Bachelor of Science (Honours) in Wildlife Biology
Dr. Brian Coates	Bachelor of Science (Honours) in Physical Education Studies
School of Engineering	
Mr. Paul Campbell	Higher Certificate in Science in Construction Studies Bachelor of Science in Construction Studies
Dr. Tadhg Brosnan	Higher Certificate in Engineering in Agricultural Engineering Bachelor of Engineering in Agricultural Engineering
Mr. Liam Costello	Bachelor of Science (Honours) in Manufacturing Engineering Management
Dr. John Donovan	Bachelor of Engineering in Mechanical and Electronic Engineering
Ms. Maeve Fitzpatrick	Higher Certificate in Engineering in Mechanical Engineering
Mr. Donal Collins	Bachelor of Science (Honours) in Construction Management
Mr. Dave Halloran	Bachelor of Science (Honours) in Facilities Management
Mr. Robert Hartle	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 Engineering
Mr. Tomas O'Donoghue	Higher Certificate in Engineering in Civil Engineering Bachelor of Engineering in Civil Engineering
Mr. Ian James Loynes	Higher Certificate in Engineering in Agricultural Engineering Bachelor of Engineering in Agricultural Engineering Bachelor of Science (Honours) in Agricultural Engineering Management
Dr. Tony Murray	Higher Certificate in Engineering in Civil Engineering Bachelor of Engineering in Civil Engineering
Mr. Tom King	Bachelor of Engineering in Construction Plant Bachelor of Science (Honours) in Agricultural Engineering Management

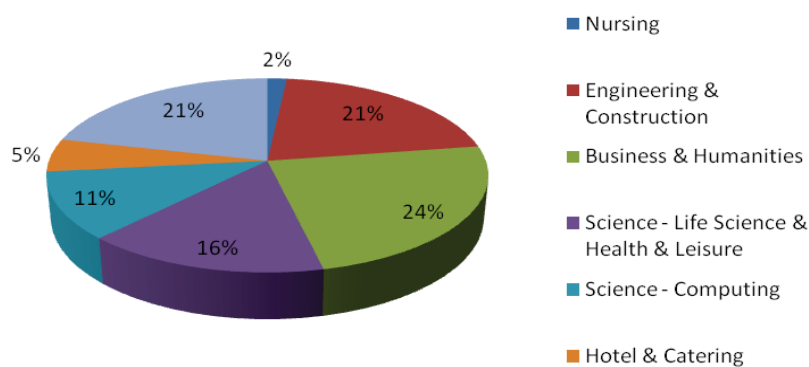
Student Statistics

INSTITUTE OF TECHNOLOGY, TRALEE ANNUAL RETURNS – FULL-TIME STUDENT REGISTRATION 2009/2010 (at 31st October 2009)			
Third Level Enrolments by Level of Award		Total No	Percentage
Foundation – Level 05			
School of Science – Life Science/Health & Leisure		43	
School of Business Studies		1	0.03%
Level 05 Total		44	1.43%
Higher Certificate – Level 06			
School of Business & Humanities		189	6.14%
School of Engineering		156	5.06%
School of Science – Life Science/Health & Leisure		21	0.68%
School of Science – Computing		26	0.84%
Level 06 Total		392	12.73%
Ordinary Degree – Level 07			
School of Business & Humanities		512	16.62%
School of Engineering		164	5.32%
School of Science – Life Science/Health & Leisure		262	8.51%
School of Science – Computing		109	3.54%
Level 07 Total		1047	33.99%
Honours Degree – Level 08			
School of Business & Humanities		521	16.92%
School of Engineering		46	1.49%
School of Science – Life Science/Health & Leisure		147	4.77%
School of Science – Computing		78	2.53%
School of Nursing		271	8.80%
Level 08 Total		1063	34.51%
Full and Part Time Post Graduates Level 09 and 10 (at 31st March 2010)			
School of Business & Humanities		40	1.30%
School of Engineering		1	0.03%
School of Science – Computing		15	0.49%
School of Nursing		9	0.29%
School of Science – Life Science/Health & Leisure		11	0.36%
Post Graduate Total		76	2.47%
Hotel & Catering – Fáilte Ireland Programmes Full Time		94	3.05%
Apprenticeships (End of Academic Year)		364	11.82%
COLLEGE TOTAL:		3080	100.00%

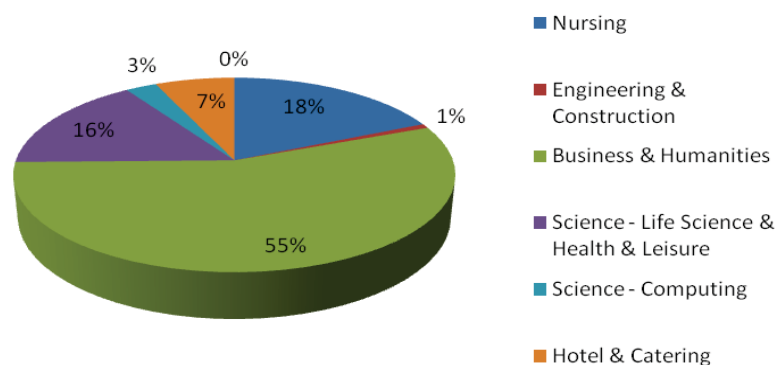
Domiciliary Origin of Full-time Students



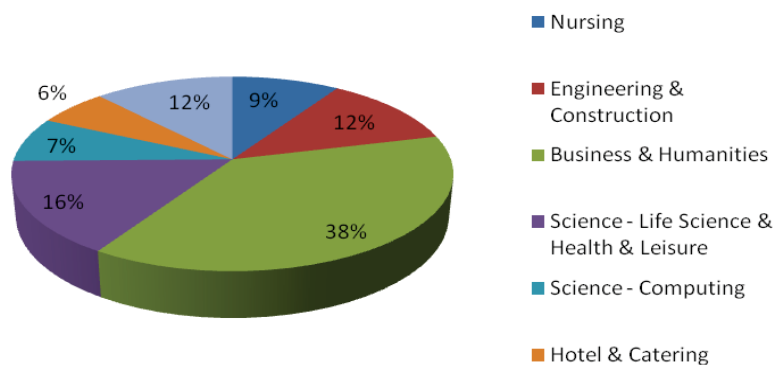
Third Level Enrolments - Male



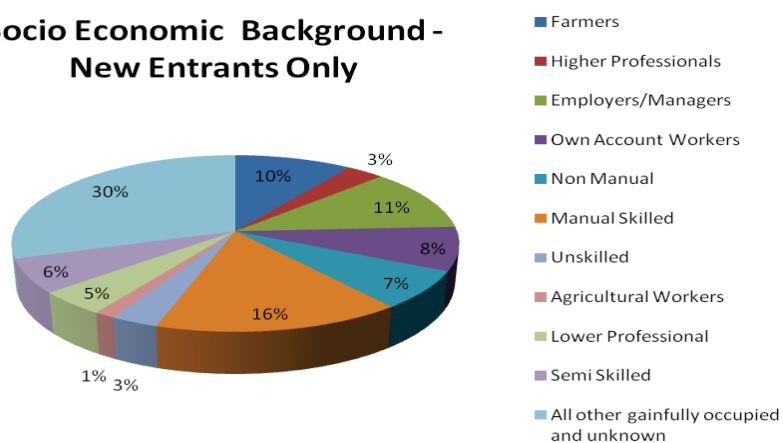
Third Level Enrolment - Female



Third Level Enrolment - by discipline



Socio Economic Background - New Entrants Only



Student Services Report

The first external review of Student Services within IT, Tralee was completed in May 2009; the results of this review process were not covered in the annual report of 2008/2009. This process allowed for the self assessment of each of the student services and enabled an external expert panel review the operations of the department and make recommendations. The findings of the review panel were positive and indeed helpful in highlighting particular areas for future focus. A sample of the recommendations made:

- Formal, valid and robust processes for gathering student feedback should be looked at carefully and appropriate use of anonymous questionnaires should be included as part of this
- Students and the Students' Union have a lot to contribute and should be given a greater involvement in any future review process
- Student Services needs to be given a recognisable identity and be branded as a cohesive suite of services

The growth in access to Student Services continues year on 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".

During the past two years the processes which support the operations of the student services have been reviewed, in certain cases redesigned and in all cases mapped. The student services review of 08/09 was the trigger for the review of all critical processes. The approach to the management of the Student Capitation budget was strengthened further this year with the review of the method by which line items were recorded in the annual budget, in effect reflecting more closely the actual spend areas. 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 participate in 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 students with disabilities including students with dyslexia totalling 215. This outlined a clear focus on the admission and support of students with disabilities.

Continued growth was seen across the numbers availing of the services of the Access Office throughout the year. One to one needs' assessments continued throughout the year as well as on-going support for students with disabilities. The Institute continues to accommodate the highest percentage of mature students (24%) of any other IoT. 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. The Sports for Success Programme continued with support from 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.

Dyslexia Support Tutor

The Dyslexia Support Office has a key role in the learning objectives of the Institute's Strategic Plan. The resources available to this service have not increased since its commencement, with the resources confined to a part time tutor covering in excess of 100 students with varying needs. Increased involvement with pre-entry students has led to better prepared students on entry, while identifying students to the services earlier. An agreement was reached with UL in relation to capitation funding to provide ATAC support to IT Tralee students over a set number of days throughout the academic year. This service further strengthened the strong 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 AT Room in the Library and Information Resource building. CPD training events in the area of accessible learning has also helped heighten awareness of the technologies available and the needs of students.

Chaplaincy

Pastoral work is on-going, with the continuation of what has become an annual walk in Spain. The Chaplain 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.

Health Centre

The Health Centre can experience referrals from a variety of individuals/departments. 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. This winter saw the introduction of H1N1 virus which required the input of the Health Centre Nurse and Medical Doctor in developing an Institute awareness programme relating to the flu virus. Doctor availability hours were increased from 2 to 3 for 4 days of the week, providing for greater availability of the Doctor to the students.

Counselling

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). The MSPM programme underwent some change in January when the dedicated resource enabled through the Strategic Innovation Fund was discontinued due to funding. This required the programme to be adjusted slightly to fit better with mainstream activity.

Services provided by the counsellor include:

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

The facilitation of a "Counsellor in Training" continues, 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.

Sports Awards Launch, November 2009

Competitive sport highlights from the year:

Senior Football

ITT Senior Football Team won the Trench Cup

Camogie

Martina O'Brien & Edwina Keane won Purcell Cup All Stars

Soccer (Ladies)

ITT Ladies Soccer Team won the WSCAI Div 1 League and the following players secured All Star awards for the Institute; Laura Lavery, Sarah Galvin, Angela O' Mahony, Jenni Lyttle, Kiara Hannon, Sara Hobson, Lisa Maguire

Soccer (Mens)

ITT 'B' Soccer team won the CFAI 'B' Team Cup

Ladies Rugby

ITT Ladies Rugby Team won the CUSAI Div 2 League Final

Judo

At the Judo Intervarsities the following students won medals in the following categories:

Jennifer Quirke won Gold in the Middle Kyu and Silver in the open

Martin Gill won Bronze in the Lower Kyu

Athletics

At the IUAA Indoor Track and Field Championships:

Daniel Clifford won Gold in the Shot Putt and Alan O'Connor won silver in the 16kg WFD.



Boxing

Lee Bradley won Gold in the middleweight category at the Senior Boxing Intervarsities and Shane Nicholas won Silver in the light middleweight category.

Handball

Results from the Intervarsities

60x30 Ladies B Doubles Gold – Sarah Cunningham and Aoife Dillane

60x30 Ladies A Plate Gold – Shauna Hilley

60x30 Ladies B Silver – Sarah Cunningham

60x30 Mens Open Team Silver – Daniel Riordan, Shane Hedigan,

40x20 Mens Open Singles Silver – Shane Hedigan

40x20 Ladies Open Singles Silver – Shauna Hilley

Tennis

Congratulations also to our Tennis team, who competed in the Tennis Intervarsities for the first time



Societies

From the beginning of this year the primary target of the Societies Office has been to increase society membership and participation. The statistics for the year show that 26% 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. There has been a growth of 56% in participation in societies when compared to AY2006/2007.

Membership Comparison

AY2009/2010: 26% of registered students involved in Societies

AY2008/2009: 20% of registered students involved in Societies

Membership Retention:

AY2009/2010: 888 students registered, 699 are active members –
79% retention of registered members

AY2008/2009: 1003 students registered, 461 were active members –
46% retention of registered members

Careers

The Careers Fair of AY2009/2010 was successful with almost 30 employers, companies, organisations and professional bodies represented on the day. Closer relationships continue to be forged with members of Academic Staff linking with industry, the careers officer increasing and indeed creating networking opportunities. The dwindling supply of employment opportunities for our graduates and the ever increasingly difficult environment in which graduates compete brought about the process to analyse how best to redirect the Careers Service. 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.

Student Services Survey

May of 2010 saw the completion of an extensive survey of students' opinion of the Student Services on offer at IT, Tralee. The total number of students who completed the survey was 295. 74% of these students are primarily based in the north campus and 26% in the south campus. 77% of these students said they were aware of the Student Services at the Institute before registering on their current programme of study.

It is clear from the findings that students have a very positive opinion of the Student Services provided by the Institute. 86% of students surveyed said they were satisfied with the overall level of service received. 88% of students indicated that staff gave them the help/advice they expected and 70% of students have seen an improvement in their own student experience because of help/advice received through the Student Services. With respect to the efficiency of the service, level of courtesy and usefulness of the help received, students expressed high levels of satisfaction of 71%, 81% and 78% respectively.

The findings highlighted how e-mail has become an ever popular method of contact for students. 41% of students surveyed indicated email as their overall preferred method of contact. Drop-in, red phone and the Students' Union are also popular methods of contact.

A number of areas for focus became apparent during the analysis. Students expressed a need for the opening hours of the Student Services Help Desk to be increased.

The Shop and Canteen services were highlighted as areas for improvement. Prices are considered high, with survey results indicating a request for more healthy eating options. The request for hot food to be served in the shop in the North Campus was highlighted – the Summer Works Programme (2010) should help alleviate this situation with the provision of a new shop/café facility.

The findings highlighted the fact that 34% of students in the South Campus visit the Students' Union on a weekly basis, as opposed to only 13% in the North Campus. This can be attributed to the fact that the Students' Union in the South Campus is centrally located within the main building, unlike the North Campus.

Overall the report provides insight into students' frequency of access to the Student Services, their preferred methods of contact, their level of satisfaction and recommendations to improve many of the services, facilities, student handbook and orientation.

Dormant Account Project

The Traveller Liaison Project funded from the Dormant Account Fund started in March this year. The start for this project was delayed due to the Employment Control Framework. Christina Boland was appointed as the Traveller Liaison for the Institute.

May 2010 saw the commencement of the second Dormant Account funded project – Learning Support Tutor for Mature Students. Jane Brennan was appointed to the role.

Human Resources Report

The Institute of Technology Tralee employs over 500 staff members which equate to approximately 340 whole time equivalent. The HR office plays 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.

16 staff members retired from the Institute

29 new staff were recruited

Through the Training and Development programme 5 staff were supported to achieve additional academic qualifications to PHD level.

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 2010 were certified by the Comptroller & Auditor General on 21 December 2011. 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 surplus of €1,551k to give an accumulated surplus to 31 August 2010 of €4,700k. The current income for the year fell by 3.1% to €36,177k, which included state grants of €17,983k and tuition fees of €6,574k. The current expenditure for the year amounted to €34,626k, which included staff costs of €23,270k. An amount of €237k was allocated from the state recurrent grant to fund capital expenditure.

Capital Account

The college acquired fixed assets totalling €1,217k during the year. The depreciation charge for the year amounted to €2,902k and the net value of tangible assets at 31 August 2010 had reduced to €51,461k.

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.

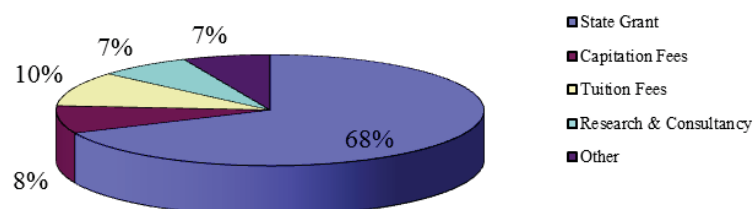
Institute of Technology Tralee
Income & Expenditure Account for the year ended 31 August 2010

	2010 €'000	2009 €'000
Income		
State Grant	17,983	20,995
Tuition Fees	6,574	6,168
Student Registration Charges	3,639	1,934
Amortisation of Deferred Capital Grants	2,902	2,634
Research, Grants and Contracts	2,538	2,571
Other Income	2,145	2,598
Student Support Funding Income recognised	234	203
Interest Income	162	214
	36,177	37,317
Expenditure		
Academic Departments	18,890	21,110
Academic Services	1,818	1,838
Facilities Costs	3,634	3,621
Central Administration and Services	3,838	4,192
Student Services and Amenities	764	843
Research, Grants and Contracts	2,546	2,595
Student Support Funding Income applied	234	201
Depreciation	2,902	2,634
	34,626	37,034
OPERATING SURPLUS	1,551	283
TRANSFERRED TO RESTRICTED RESERVES	(1,595)	(1,018)
ACCUMULATED SURPLUS AT 1 SEPTEMBER	4,744	5,479
ACCUMULATED SURPLUS AT 31 AUGUST	4,700	4,744

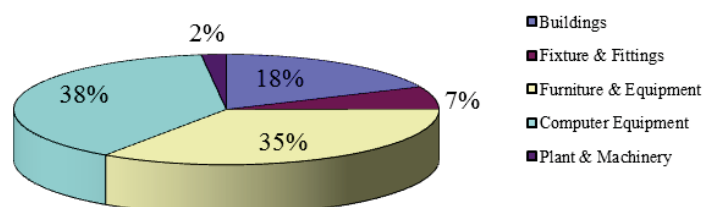
Institute of Technology Tralee
Balance Sheet as at 31 August 2010

	2010	2009
	€'000	€'000
FIXED ASSETS	<u>51,461</u>	<u>53,146</u>
CURRENT ASSETS		
Debtors and Prepayments	4,051	3,307
Cash at bank and in hand	8,458	10,096
	<u>12,509</u>	<u>13,403</u>
CREDITORS		
Creditors and Accrued Expenses – Amounts falling due within one year	(4,703)	(7,134)
	<u>7,806</u>	<u>6,269</u>
NET CURRENT ASSETS		
	<u>59,267</u>	<u>59,415</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>59,267</u>	<u>59,415</u>
Represented by		
Deferred Capital Grants	51,461	53,146
Income and Expenditure Account	4,700	4,744
Capital Development Reserve	3,106	1,525
	<u>59,267</u>	<u>59,415</u>

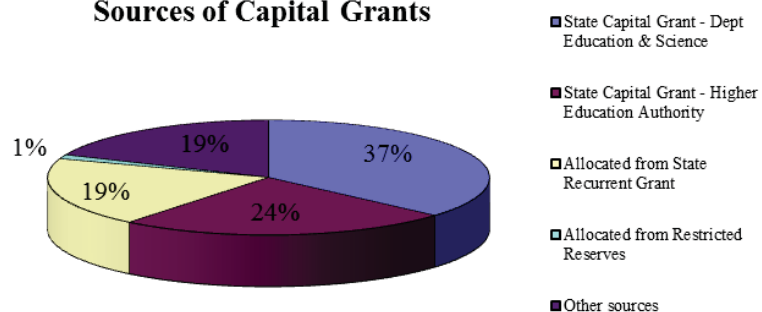
Income



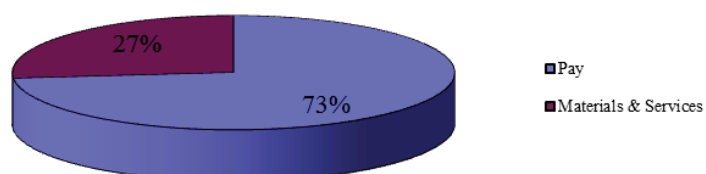
Capital Expenditure



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 1st 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 2010.

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 91.

The total value of invoices of late payments in excess of €317 was €381,062.

The average number of days delay in payment was 45.

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 1st September 2009.

Computer Services held staff briefing sessions on Tuesday 1st and Wednesday 2nd of September 2009.

In September, the Special Group on Public Service Numbers and Expenditure Programmes delivered its report on delivering efficiencies across the public sector.

The Institute achieved 2nd place in the IoT list of Sunday Times rankings, up from 10th place the previous year.

The ITT and Kerry Technology Park with Jerry Kennelly developed the Endeavour programme which was launched on September 4th. The programme aimed to support 100 new entrepreneurs to develop their business ideas with the support of experienced business mentors. This was a major initiative for the Institute and congratulations are extended to all involved.

The Students Union held a Road Safety Week in September 2009.

ITT went live with a key upgrade of the Core/HR system on 17 September 2009 which was ahead of schedule. This was due to the hard work of all involved.

The conferring ceremony took place on the 23rd October 2009 in the Brandon Hotel. The event was a great success.

The official launch of the Kennelly Archive and its premier publication Eyewitness, a book featuring images of Ireland 1953 to 1973 shot by Padraig and Joan Kennelly, took place on Thursday 29th October 2009 in the North Campus Library and Information Resource Centre. The Exhibition was launched by Jerry and Padraig Kennelly. The exhibition, which features 85 images, ran until February 26th 2010.

HETAC conducted an Institution Review of IT Tralee from the 30th November 2009 to the 2nd December 2009.

The audit of the statutory accounts for the year to 31st August 2009 by the Comptroller & Auditor General (C&AG) took place between 29th November 2009 and 17th December 2009.

IT Tralee was the winner of Category E – Excellence in Co-ordinated Energy Management Programme – Small/Medium User for 2009 by Sustainable Energy Ireland). Donal Hunt and John Daly were congratulated on their commitment to energy conservation and their excellent work in obtaining this award.

The Students' Union Health & Welfare Week took place from the 30th November 2009– 4th December 2009.

Kerry has been designated as one of three European Entrepreneurial Regions for 2011 following a submission by ITT and KTP. The designation complements and provides further focus for our activities in the Young Entrepreneur Programme and Endeavour.

The 'Options for Adults Fair' took place at the Gleneagle Hotel on Monday, 11th January 2010. Despite the inclement weather conditions over 350 mature adults were in attendance. There was keen interest in the full –time and part-time programmes on offer at the Institute.

The Music Society at IT Tralee held a GIG FOR HAITI in the Greyhound Bar on Thursday 11th February. With special guest Daithí Ó Droney playing live music followed by a DJ. All proceeds from this event went to UNICEF Ireland's Haiti Appeal.

Following the success of last year's Fitness Convention, the Institute of Technology, Tralee were proud to hold the event for the second time on Wednesday, 17th February 2010 with a Chi Running workshop led by Catriona McKiernan. This was followed by the 'Winning Formulas Forum' with Mick Galwey, Jack O'Connor and Michael Dempsey. The event was a huge success with over 170 delegates in attendance.

The 7th EU Annual Debate took place on 24th March 2010 in the Sólás Building, IT, Tralee, North Campus at 7.30pm. This year, two teams of second year business students debated issues related to the monetary union. The guest speaker on the night was Mr. Tim Hayes from the European Commission Representation in Ireland.

SciFest, a one-day festival of science, was held at the Institute of Technology, Tralee on Wednesday, 12th May 2010.

A function to mark the retirement and to celebrate 25 years service of a number of staff was held on 14th June 2010.

The President held a staff briefing on the 17th June 2010.



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