

2008



2009

INSTITUTE OF TECHNOLOGY TRALEE  
INSTITIÚID TEICNEOLAÍOCHTA TRÁ LÍ

Institute of Technology, Tralee, County Kerry, Ireland  
Tel. +353 (0) 66 7145600, Fax. + 353 (0) 66 7125711, Email. [info@ittralee.ie](mailto:info@ittralee.ie), Web. [www.ittralee.ie](http://www.ittralee.ie)

# Annual Report

## Tuarascáil Bhliantúil



National EU Structural Funds  
Programmes 2007 - 2013  
As funded by the Irish Government  
and the European Union



EUROPEAN UNION  
STRUCTURAL FUNDS



HEA  
HIGHER EDUCATION AUTHORITY  
AN tArdán na nArd-Oideachas

HEA

Higher Education Authority  
An tArdán na nArd-Oideachas

*'Investing in your future'*



# Table of Contents

Chairman's Report.....	2
President's Report .....	3
Governing Body .....	4
Academic Council .....	4
Senior Management.....	6
Staff Achievements.....	6
Development Report .....	7
Enterprise .....	9
International Activity Report.....	10
Life - Long Learning Department .....	11
Campus Development .....	15
Centre for Educational Development .....	16
School of Business & Social Studies .....	20
School of Engineering & Construction Studies .....	21
School of Science & Computing.....	23
Programmes.....	24
External Examiners .....	26
Student Statistics.....	30
Student Services Report .....	32
Human Resources Report.....	33
Financial Report.....	34
Statutory Obligations & Notices.....	38
Other News.....	39

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

*Bheireann an Coláiste míle buíochas don Ríonn Oideachais agus Eolaíochta agus don Aontas Eorapach as ucht a dtachaoíocht idir airgid agus eile.*



# Chairman's Report



I am very proud to inform you of the success of the Institute of Technology Trale and that the Institute is continually going from strength to strength. This year saw the completion of the new Library and Information Resource Centre (LIRC). The LIRC now has seating for 395 students over three floors as well as shelving for 60,000 books. This new facility also provided for the re-location from South Campus to North Campus of the President and the Office of the Registrar which includes Student Services, Admissions and Examinations.

This year also saw Dromtacker Crèche open its doors to its first intake of children of student parents. The crèche can cater for 34 full day care places, 17 morning and 17 afterschool. This service is for students only and will prove invaluable to them as they embark on third level education.

We are now entering more stringent and testing budgetary times and I am confident the Institute will continue to thrive.

As Chairman, I would like to thank the Governing Body, Management and Staff of the Institute for their continued support in meeting the challenges of the future.

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**

A handwritten signature in black ink, which appears to read 'Flan Garvey'. The script is cursive and fluid.

**Chairman**

# President's Report



I am pleased to present the Annual Report for the year 2008/2009.

IT Tralee is continually improving and seeking to meet the needs of our students and stakeholders. Development played a big part in the expansion of IT Tralee this year with the completion of the new Library and Information Resource Centre and the Crèche.

Following on from the success of last year's Young Entrepreneur Programme, this year saw 560 participants which was an increase from 300 the previous year. The Institute also saw greater participation throughout the country and we look forward hosting the Young Entrepreneur Programme again in 2010.

I would like to thank the staff who retired from the Institute this year for their contribution to the continued growth and success of the Institute and wish them well for the years ahead.

As the Institute moves into 2009/2010, it will be faced with even greater challenges. I would also like to take this opportunity to acknowledge the contribution of staff, the members of the Audit Committee of the Governing Body and the Governing Body for their active support over the past year and I look forward to working with them in the year ahead.

Arís be mhaith liom míle buíochas a ghabháil le gach éinne a bhí ag obair san Institiúid le linn na tréimhse ó Mheán Fomhair 2008 go Lúnasa 2009.

**Michael Carmody**

A handwritten signature in black ink, which appears to read 'Michael J. 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 Institutes of Technology Act 2006. The Governing Body comprises of 19 members. The current Governing Body took up office for a five year term in June 2005.

Cllr. Flan Garvey  
Mr. Michael Carmody

Chairman  
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  
Mr. Sean Clifford

Irish Congress of Trade Unions  
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):

Mr. Jono Clifford	President Students' Union (period to 30/6/09)
Ms. Katie Sheehy	Student's representative (period to 30/6/09)
Ms. Mary Dennehy	Admin/Technical staff representative
Dr. Joan Cleary	Academic staff representative
Mr. Martin O'Grady	Academic staff representative

A total of 13 meetings were held on the following dates:

9th September 2008*	25th February 2009
16th September 2008*	1st April 2009
30th September 2008	13th May 2009
6th October 2008*	16th June 2009
4th November 2008	7th August 2009*
9th December 2008	21st August 2009*
28th January 2009	

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



## 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 will finish on the 31st December 2009. The membership consists of ex-officio members, elected academic staff members and student members.

## Ex-officio Members

<b>President</b>	Mr. Michael Carmody (Chairperson)
<b>Registrar</b>	Dr. Oliver Murphy (Secretary)
<b>Head of Development</b>	Dr. Jerry Clifford
<b>Heads of School</b>	Business & Social Studies: Mr. Brian O'Connor Engineering & Construction Studies: Mr. Kevin Lynch Science & Computing: Mr. Seamus O'Shea
<b>Heads of Department</b>	Humanities: Mr. Patrick McGarty Business Informatics: Ms. Kay Fitzgerald Hotel, Catering & Tourism: Ms. Mary Rose Stafford Business Studies: Ms. Mary Rose Stafford 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 (from November 2008)
<b>Librarian</b>	Mr. Pat Doherty
<b>Modularisation</b>	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

Mr. Jono Clifford, President of Students' Union (2008/2009)  
Mr. Jerry Fitzgerald, Vice-President Education (2008/2009)

## 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 2008/2009:

15th September 2008  
15th December 2008  
16th February 2009  
31st March 2009  
9th June 2009

## Joint Academic Council/Governing Body Meetings

No meetings held in AY2008/2009.





# Senior Management

President

Registrar

Assistant Registrar

Secretary/Financial Controller

Head of Development

Head of School of Science & Computing

Acting Head of Department – Chemical & Life  
Sciences & Health, Fitness & Leisure Studies

Head of Department – Nursing & Health Care Studies

Head of Department – Computing & Mathematics (to November 2008)

Acting Head of Department – Computing & Mathematics

Head of School of Engineering

Head of Department – Civil & Construction Studies

Head of School Business & Social Studies

Head of Department – Business & Humanities

Head of Department – Business Studies

Head of Department – Hotel, Catering & Tourism

Head of Department – Business Informatics

Academic, Administration & Student Affairs Manager

Finance Manager

External Services Manager

Human Resources Manager

Estates Manager

IT Manager

Programme Manager – Modularisation Project / Centre for Learning & Teaching

Mr. Michael Carmody

Dr. Oliver Murphy

Ms. Bríd McElligott

Mr. Donal Fitzgibbon

Dr. Jerry Clifford

Mr. Seamus O'Shea

Dr. Michael Hall

Dr. Gary Brown

Ms. Deirdre Lillis

Ms. Aisling Sharkey

Mr. Kevin Lynch

Mr. John Murphy

Mr. Brian O'Connor

Mr. Pat McGarty

Ms. Mary Rose Stafford

Ms. Mary Rose Stafford

Ms. Kay Fitzgerald

Mr. Tim Daly

Mr. John Fox

Ms. Kathrina Purtill

Ms. Siobhan Garvey

Mr. Donal Hunt

Mr. Andrew Quirke

Dr. Noel Mulligan

# Staff Achievements

## 1. Continuing Professional Development

John Fox	Masters of Business Administration
Moira Lynch	BA (Hons) in Information Systems Management
Maurice O'Brien	Postgraduate Certificate in Professional Studies in Education (PGCPSE)
Breda O'Dwyer	Teaching and Excellence Award
Mairead O'Sullivan	M.Sc. in Educational Technology
Sharon Phelan	Ph.D. in Cultural Theory and Dance

## 2. Publications & Presentations at Conferences/Seminars

### Peter Given

A Strand 1 Research proposal was submitted by Mr. Peter Given and Dr. Pat Doody in February 2009 entitled "A



middleware architecture for biosensor networks that supports context awareness". The funding was for €45,660. The submission was un-successful as the Strand 1 funding was discontinued in July of that year.

Peter Given also attended the IT@Cork 1 day Java conference on September 9th, 2008. Topics included SOA, OSGI, JavaFX and SpringSource.

### **Gerry Gallagher**

Gerry Gallagher had a text book on corporate strategy published by Chartered Accountants Ireland in May 2009, entitled: "Corporate Strategy for Irish Companies".

### **Edel Randles**

In 2009 Edel Randles presented a paper entitled "Evaluation of a College Service Learning Initiative" at Campus Engage International Conference 2009, Higher Education & Civic Engagement Partnerships: Create, Challenge, Change Croke Park Conference Centre, Dublin.

### **J.J. O'Connor**

J.J. O'Connor had a text book published by Gill and MacMillan in 2009, entitled: "Geometrical Drawing for Carpentry and Joinery".

# Development Report

## **Research**

### **Research Grants**

RACE, NetworkRFID, 'Thematic Network for the promotion of RFID', [€24,000; Dr. Pat Doody, CIDS] (October 2008)

IRCHSS, Research Stimulator Grant, 'The Policy Practice Gap - insights from policy discourse and institutional theory: case study of the Official Languages Act (2003)', [€94,454, Dr. Clare Rigg] (November 2008)

EI, Feasibility Study - 'Intelligent Energy Management with Data Acquisition and Monitoring', [€9,000, Dr. Joseph Walsh] (December 2008)

EI, Feasibility Study - 'A method of identifying electromagnetic noise in a dairy farm environment' [€9,000, Dr. Joseph Walsh] (March 2009)

HEA, Technical Sector Research, Strand II - 'Endeavour' [€155,000, Dr. Jerry Clifford] (March 2009)

EI, Feasibility Study - 'Screening of Seaweed For Hyaluronidase and Elastase Inhibiting Peptides For Cosmetic Applications' [€9,000, Dr. Shane O Connell, Dr. Daniel Walsh] (May 2009)

EI, Feasibility Study - 'The Development of an Automated Test System for in Parlour Somatic Cell Count (SCC) Milk Analysis', [€9,000, Dr. Joseph Walsh & Dr. Shane O'Connell] (May 2009)

Leargas, LLP Transfer of Innovation - 'Professionalising training and mobility for Outdoor animators in Europe bridging the gap between sector competences and learning outcomes' (CLO2) [€14,834, Thomas Alyward] (May 2009)

### **Contract Research**

Wexport Ltd. - 'Development of Immobilised Enzyme Technology for Bio-processing of Heparin' [€58,023, SABC] (July 2009)

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

### **Completed**

Xyea Ltd. (Ms. Breda O'Dwyer & Mr. Ed Sheldon)

Greenline Energy Assessors Ltd. (Dr. Joseph Walsh)

Ezecom Ltd. (Mr. Andrew Shields)

Mid West Business Ltd. (Dr. Pat Doody)

Fluirse Ltd. (Dr. Pat Doody)  
 Epona Biotech Ltd. (Dr. Benjamin Bradley)  
 Occuhealth Ltd. (Dr. Pat Doody)  
 Health Tech Solutions Ltd. (Dr. Pat Doody)  
 Multizone Ltd. (Ed Sheldon)  
 E-Business Certification Institute Ltd. (Dr. Pat Doody)  
 T & G Somers Ltd. (Dr. Joseph Walsh)  
 MFB Cabin Revenue Solutions Ltd. (Dr. Pat Doody)  
 Rooftop Media Ltd. (Dr. Pat Doody)  
 iLink Ltd. (Dr. Pat Doody)  
 DCS Electrical Ltd. (Dr. Pat Doody)  
 Southern Scientific Services (Mr. Michael Murphy)

### **In Progress**

T & G Somers Ltd. (EnergyMaster) (Dr. Brendan O'Donnell)  
 The Good Juice Company AD Ltd. (Dr. Shane O'Connell)  
 Fertilan Ltd. (Mr. Michael Murphy)  
 Oakdale Podiatry Ltd. (Feet First) (Dr. Pat Doody)  
 WK Solar Ltd. (Dr. Joseph Walsh)  
 TLI Ltd. (Dr. Joseph Walsh)  
 Irish Organic Milk Producers Ltd. (Dr. Joseph Walsh)  
 E-Business Certification Institute Ltd. (Dr. Pat Doody)  
 Aten Ltd. (Dr. Pat Doody)  
 Hymed Systems Ltd. (Dr. Pat Doody)  
 Glasraí Mara Portlairge Teo (Dr. Helena McMahon)  
 ERS Contracts Ltd. (Dr. Joseph Walsh)



### **Conferences**

Phelan, S. (May 2009) 'Dance in the Caring Professions', 'Learning and Teaching Conference in Social Care' at Trinity College.

Nogales, J., Concannon, M., Hall, M., Digestión microbiana de un residuo industrial de *Ascophyllum nodosum* y cambios en la composición analítica. Proceedings from V Symposium Internacional sobre Bioprocesos más Limpios y Desarrollo Sustentable (Latin-American Congress of Algal Biotechnology). Veracruz, Mexico. 5th – 10th October, 2008.

Trejos Jiménez, J., O'Connell, S., Hall, M. and Sturdíková, M. (2009) Screening for bioactivities of Polyphenols from natural seaweed *Ascophyllum nodosum*. 13th Austrian Chemistry Days Vienna University of Technology, Joint Meeting of the Czech, Slovak & Austrian Chemical Societies, 24th – 27th August 2009.

Zubair, A., Hall, M. and O'Connell, S. Evaluation of GOS synthesis parameters for fungal derived beta-galactosidase. Biospektrum, Tagungsband zur VAAM-Jahrestagung 2009, Bochum, Netherlands. 6th – 11th March 2009, pp108 (2009).

O'Connell, S. and O'Reilly, G. (2009) Evaluation of current melanoma panel immunohistochemistry antibodies in melanoma diagnosis. Book of Abstracts, The Academy of Medical Laboratory Science Conference 2009, 3rd – 4th April 2009, pp 26.

Brogan, K., The IDT 2009 (International Tagung fuer Deutschlehrerinnen und Deutschlehrer), LdV project 'Vocal' presentation.

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

Brogan, K., "Leonardo da Vinci Transfer of Innovation Projects: The VOCAL Project". Poster presented at Learning Innovation Network, Athlone, October 2008.

Brogan, K., 'VOCAL' Presentation & Workshop, 20th SPACE Annual General Meeting & Conference, Tallinn, Estonia from the 21st – 25th April 2009.

Brogan, K., EdTech conference in Dublin – EdTech 2020 Vision: Changing Learning Futures Through Technology held on May 21st & 22nd 2009.

Riordan D., Walsh J., Harty E., An Overview of RFID-based Animal Auto-Identification in the Agricultural Sector, XXXIII CIOSTA 2009 Conference, 17th -19th June 2009, Reggio Calabria – Italy.

Lenihan D., Walsh J., Riordan D., Intelligent Energy Management with Data Acquisition and Monitoring, 3rd International Conference on Sustainable Energy & Environmental Protection, 12th - 15th August 2009, Dublin City University, Dublin (Ireland).

Walsh J., Riordan D., "Low-Cost EMI Analysis in the Low-Frequency Band" Submitted for inclusion in the Proceedings of the IEEE 17th Telecommunications Forum, TELFOR 2009.

### **Publications**

Phelan, S. 'National On-Line Dance Resources', Second Level Support Service (SLSS) Website, Department of Education. (2009)

Phelan, S. 'Dance in Social Care and Child Care' in 'Creative Studies for the Caring Professions', Gill and Macmillan (2009)

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=116](http://www.space-eu.info/space_projects.aspx?artikelId=116)

O'Doherty, C., "Social Care and Family Support Work" - Chapter in new Applied Social Care Reader-Edited by Dr. Perry Share and Dr. Kevin Lalor, Gill and Macmillan. (September 09)

O'Doherty, C., "Social Work and Social Capital : Re-imagining the helping relationship"-Chapter in Child Protection and Welfare Social Work: Contemporary Themes and Practice Perspectives – Edited by Kenneth Burns and Debby Lynch , A and A Farmar Dublin (October 2008)

O'Connell, S. and Walsh, G., (2008) Application Relevant Studies of Fungal-galactosidases with Potential Application in the Alleviation of Lactose Intolerance. Journal of Applied Biochemistry and Biotechnology, 149, 129-138.

Walsh J., Lenihan D., Riordan D., Kelly P., "The Overview of the Development of an Intelligent Energy Management System", Simulation Modelling Practice and Theory – International Conference on Sustainable Energy and Environmental Protection (SEEP'09) Special Edition.

### **Published Blog**

O'Doherty, C., 'Hunter commentators and the vanity of ignorance' – Progressive-Economy / TASC 2009 Review.

### **Editorships**

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

# Enterprise

### **Young Entrepreneurship Programme**

The Young Entrepreneur Programme (YEP) commenced with teacher training on August 28th, 29th and September 1st 2008.

The training took educators through all aspects of the programme and introduced them to pedagogical formats to enhance the learning experience. Participation in the programme for 2008/2009 increased from 300 last year to 560 this year. The success of last year has encouraged greater participation throughout the county.

'Entrepreneurship Made Simple', a new text book for the YEP programme was launched. This highly innovative book was penned by Jerry Kennelly and Dr. Jerry Clifford of ITT. It looks at the elements of planning a new enterprise and getting it through launch stage. The book has been well received and will be a significant addition to this programme.

# International Activity Report

## Medical Commencement Programme

A significant new development in 2008/2009 was the launch of the Medical Commencement Programme – a joint programme delivered in conjunction with The Royal College of Surgeons in Ireland to prepare international students for a medical degree.

68 students from Saudi Arabia were registered across the following programmes:

Medical Commencement Programme – 49 students

International Foundation Programme – 3 Students

English Language Programme – 16 students

## Inward Student Mobility

IT Tralee welcomed international students in 2008/2009. 199 students from partner Institutes were enrolled along with 8 students from the Peoples Republic of China and 1 student from the Kingdom of Saudi Arabia.

Programme	Year	Students
Batchelor of Business - Management	3	19
Batchelor of Business - Marketing	3	12
Batchelor of Business (Honours) - Accounting	4	2
Batchelor of Business (Honours) - Management	4	4
Batchelor of Business (Honours) - Marketing	4	5
Batchelor of Business in Tourism	3	4
Batchelor of Engineering in Civil Engineering	3	4
Batchelor of Engineering in Mechanical & Electronic Engineering	3	6
Batchelor of Engineering in Production Technology	3	9
Batchelor of Science in Computing (Honours) - Software Development	4	1
Batchelor of Science in Computing - Games Development	3	5
Batchelor of Science in Computing - Information Technology Support	3	1
Batchelor of Science in Computing - Software Development	3	5
Bachelor of Science in Construction Technology	3	3
Higher Certificate in Business Studies	2	2
Higher Certificate in Computing	2	1
<b>Total</b>		<b>83</b>

## Mixed Erasmus

The 116 “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. These 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 Interactive Multimedia and Social Care worked in enterprises in the UK and Norway.

## Outward Teaching Staff Mobility

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

Destination	Discipline	Staff
Germany	Humanities	1
Germany	Nursing	1
Turkey	Development	1

## Inward Staff Mobility

The Institute hosted incoming teaching staff from partner institutions in Belgium, France, 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.

# Life-long Learning Department

## Part-Time Courses

Programme	No. Attending	Awarding Body
ITT Preparatory Programme	6	ITT/HETAC
Certificate in Managing a Childcare Service	22	ITT/HETAC
Certificate in Youth Intervention Strategies	27	ITT/HETAC
Certificate in Business Management	27	ITT/HETAC
Certificate in Web Development	12	ITT/HETAC
Certificate in Information Technology	17	ITT/HETAC
Certificate in Brief Solution Focussed Therapy	2	ITT/HETAC
Certificate in Wound Care Management	15	ITT/HETAC
Higher Certificate in Retail Management	2	ITT/HETAC
Batchelor of Science Honours Degree in Nursing	94	ITT/HETAC
ACCA Accounting Technician Year 1	18	ACCA
ACCA Accounting Technician Year 2	5	ACCA
<b>Total</b>	<b>247</b>	

## Key Events

An online Events Calendar was launched in December 2008. The calendar is available on the Institute's Infoweb and details for events can be submitted online by all staff.

### ***September 8th 2008: Nobel Prize Winner Clive Granger visited the Institute***

The Institute hosted Nobel Prize winning economist, Sir Clive Granger. Clive Granger was the keynote speaker at a special economic symposium entitled, 'Is Forecasting Necessary?' With the current economic crisis as the backdrop, this symposium offered invaluable insights from leading Irish and International thinkers who have knowledge of the financial tools essential for dealing with recession in Ireland.

### ***September 26th 2008: Young Entrepreneur Programme Blue Sky Day (Brandon Hotel, Tralee)***

The Young Entrepreneur Programme held its 2nd Blue Sky Day in the Brandon Hotel on the 26th September, 2008. A number of well known Irish entrepreneurs gave their time to the project including Denis O'Brien of Digicel.

### ***October 24th 2008: Shannon Applied Biotechnology Cluster opened by Minister for Science Technology and Innovation, Dr. Jimmy Devins T.D***

Minister Devins cut the ribbon for the Shannon Applied Biotechnology Cluster, a joint centre between the Institute of Technology Tralee and Limerick Institute of Technology, on Friday, October 24th. Between them the centres have received €5 million in funding from Enterprise Ireland through its Applied Research Enhancement Centre Programme. Each centre has particular expertise relevant to companies in their vicinity. The mining of low-cost natural materials like horse chestnuts, seaweed, apple pulp, fish waste and even blood recovered from routine surgeries to extract valuable by-products will be the main activity of the Shannon ABC.

### ***November 17th & 18th 2008: Adapted Physical Activity Conference (Malton Hotel, Killarney)***

The conference was hosted by the Institute in conjunction with the CARA National Adapted Physical Activity Centre and the Irish Sports Council. The themes of the conference were professional development and participation opportunities. Attendees at the conference comprised of a diverse group including people with disabilities, families and carers, as well as professionals, volunteers and students in the areas of disability services, sport, recreation or leisure services, physical or special needs education, and the health services.

### ***November 17th & 18th 2008: Adapted Physical Activity Awards Night***

Well known Kerry sports journalist Weeshie Fogarty joined the celebrations and presented the awards at the Adapted Physical Activity (APA) awards ceremony. The awards night celebrated and honoured the achievements of the participants of the APA programme in the Institute. Irish Sports Council Secretary Peter Smyth attended the awards. This year marks the 11th year of the Adapted Physical Activity Programme (APA) in the Institute of Technology, Tralee.

### ***November 19th 2008: Launch of ESB Case Study on Energy Savings at the Institute***

ESB Customer Supply officially launched a Case Study on Energy Saving initiatives by the Institute of Technology, Tralee. The project resulted in some phenomenal savings and rapid returns thanks to the simple and easy-to-implement measures.

### ***December 11th 2008: Nobel Prize Winner Andrew Fire visits***

Professor Andrew Fire, 2006 Nobel Prize winner for Medicine visited the Institute for a special scientific colloquium titled, 'A Sense of Silence in Medicine? Convergence of Disruptive Innovation in Medicine and Healthcare'. Professor Fire addressed

the audience with a talk titled, "Where will biology & medicine be in 30 years and who will move it there?"

### **February 12th 2009: ITT Fitness Convention**

The Health and Leisure Department with support from ITT launched their first ever fitness convention in February 2009. This convention presented an ideal opportunity for all working in the fitness industry to update themselves on the latest research and ideas from the world of sport and fitness. The convention had over 150 delegates and included presenters from the UK and Ireland. Students and staff of ITT also attended this very successful event.

### **February 28th 2009: 'Parenting our Children - Art and Science' Conference with David Coleman**

On Saturday 28th February 2009 the 2nd annual 'Parenting our Children, Art & Science Conference' was held in the Solas Building in the ITT North Campus. David Coleman, clinical psychologist, broadcaster and author of 'Parenting is child's play' was the main speaker and held two workshops. The morning session was on parenting 1-12 year olds and the afternoon workshop was focused on teen parenting. The event was hosted by the voluntary group La Leche League and organised in partnership with the ITT (Depts. of Nursing and Health Care Studies, & Humanities) the HSE Community Work Dept, Kerry County Childcare Committee and La Leche League. The event was a great success and around 200 parents enjoyed his talks.

### **June 2nd 2009: CAIPE Conference - Interprofessional Learning and Working in Health and Social Care**

The conference was chaired by Dr. Siobhan Ní Mhaolrunaigh, Director of Research in Nursing, Health & Social Care at ITT who also organised the event. The aim of the conference was to highlight some of the ways in which UK corporate members of CAIPE were dealing with current education and health and social care practice issues and driving forward the IPE agenda. The conference was well attended with a good mix of both academic and service staff from all over Ireland. The morning session focused on models of inter-professional workforce development and the afternoon on inter-professional education initiatives.

### **July 2nd 2009: Conferring of Honorary Fellowships**

On the 2nd of July 2009, six distinguished Kerry people became the first Honorary Fellows of the Institute of Technology, Tralee: Fr. Pat Ahern, Mr. Denis Brosnan, Sr. Stanislaus Kennedy, Mr. Jerry Kennelly, Mr. Mícheál Ó Muirheartaigh and Mr. Dick Spring.

## **Public Relations**

### **IT, Tralee increased its national profile with coverage in National Press as follows:**

	Irish Examiner	Irish Independent	Irish Times	National TV/Radio	Total
September 2008 – August 2009	18	5	5	7 <sup>1</sup>	28

<sup>1</sup>National TV coverage included a dedicated Nationwide programme on the Institute in November 2008

National Coverage details as follows:

<b>Irish Examiner</b>	<b>Irish Independent</b>	<b>Irish Times</b>	<b>Other</b>	<b>National Radio/TV</b>
<b>18</b>	<b>5</b>	<b>5</b>	<b>Bloomberg</b>	<b>RTE News - Morning Ireland</b>
1 Clive Granger visit to ITT	1 YEP Blue Sky Day	1 Nobel prize winner visits ITT	Clive Granger visit	Clive Granger visit
2 YEP Blue Sky Day	2 Profile YEP students pre boot camp	Clive Granger		
3 Expansion at Kerry Technology Park	3 YEP boot camp post event	2 Innovation Magazine – Interview with Clive Granger	<b>Sunday Business Post</b>	<b>TodayFM Sunday Business Show</b>
4 Conferring 2008	4 Muiris O Laoire - Irish Language	3 Nobel prize winner Andrew Fire visits ITT	YEP Blue Sky Day	Clive Granger visit
5 Sports Scholarship Awards	5 ITT Honorary Fellowships	4 ITT Honorary Fellowships	<b>Farmers Journal</b>	<b>AA Roadwatch</b>
6 ITT SU protest over fees		5 University Guide	YEP Boot camp student profiles	ITT Conferring
7 ESB Case study launch				
8 ITT to host Nobel Prize winner Andrew Fire				<b>RTE 1</b>
9 College choices for 2009			<b>Sunday Times</b>	Nationwide Programme (Nov 2008)
10 Profile YEP students pre boot camp			YEP Awards	YEP Awards Winner on RTE Business Programme.
11 YEP boot camp post event			<b>Irish Catholic</b>	
12 Fitness Convention at ITT			ITT Honorary Fellowships	<b>Andrew Fire visit to ITT</b>
13 ITT Rag week				www.science.ie www.sciencespin.com
14 ITT Sports Scholarship deadline				
15 Student EU debate				<b>RnaG</b>
16 Sports Awards				Seachtain na Gaeilge at ITT
17 Book launch – Gerry Gallagher				Student EU debate
18 ITT Honorary Fellowships				



## Marketing Campaigns

### Undergraduate Recruitment Campaign

A wide range of activities aimed at undergraduate student recruitment took place during the Academic Year 2008/2009. In addition to advertising campaigns in regional media, the Institute attended a number of career events throughout the region as well as presenting information on ITT and course options at schools in the catchment area.

### School Visits

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

1. Coláiste Phadraig, Castleisland, Co. Kerry
2. Listowel Community College, Listowel, Co. Kerry
3. Presentation Secondary School, Tralee, Co. Kerry
4. Brookfield College, Tralee, Co. Kerry
5. Intermediate School Killorglin, Killorglin, Co. Kerry
6. Killorglin Community College, Killorglin, Co. Kerry
7. St. Josephs Secondary School, Ballybunion, Co. Kerry
8. Tarbert Comprehensive School, Tarbert, Co. Kerry
9. Pobail Scoil Inbhear Sceine, Kenmare, Co. Kerry
10. Nagle Rice Secondary School, Doneraile, Co. Cork
11. St. Ita's College, Abbeyfeale, Co. Limerick
12. Coláiste Treasa, Kanturk, Co. Cork
13. Causeway Comprehensive, Causeway, Co. Kerry
14. Mercy Mounthawk, Tralee, Co. Kerry
15. Presentation Secondary School, Milltown, Co. Kerry
16. Mean Scoil Nua an Leith Truigh, Castlegregory, Co. Kerry
17. Scoil Mhuire, Newcastlewest, Co. Limerick
18. St. Josephs Secondary School, Abbeyfeale, Co. Limerick
19. Ard Scoil Phobail Bheanntai, Bantry, Co. Cork
20. Community College, Schull, Co. Cork
21. St. Gobnait, Bantry, Co. Cork
22. Hazlewood College, Dromcollogher, Co. Limerick
23. Mercy Heights Secondary, Skibbereen, Co. Cork
24. Rossa College, Skibbereen, Co. Cork
25. De La Salle College, Skibbereen, Co. Cork
26. CBS Secondary School, Tralee, Co. Kerry
27. St. Michaels, Listowel, Co. Kerry
28. Scoil Mhuire Ennistymon, Ennistymon, Co. Clare
29. Ennistymon Vocational School, Ennistymon, Co. Clare
30. CBS Secondary School, Ennistymon, Co. Clare
31. Coláiste Ghobnatain, Macroom, Co. Cork
32. Scoil Mhuire Baile an Ghaorthaidh, Macroom, Co. Cork
33. Gaelcholáiste Chiarraí, Tralee, Co. Kerry
34. Tralee Community College, Tralee, Co. Kerry
35. Scoil Pol, Kilfinnane, Co. Limerick
36. Coláiste Iosaef, Kilmallock, Co. Limerick
37. St. Johns Central College, Infirmary Road, Cork
38. Coláiste Stiofain Naofa, Tramore Road, Cork
39. Killarney Community College, Killarney, Co. Kerry
40. Desmond College, Newcastlewest, Co. Limerick
41. Gaelcholáiste Uí Chonba, Newcastlewest, Co. Limerick
42. Hamilton High School, Bandon, Co. Cork
43. St. Brogans Vocational School, Bandon, Co. Cork
44. St. Brendans College, Killarney, Co. Kerry
45. Community College, Clonakilty, Co. Cork
46. Sacred Heart, Clonakilty, Co. Cork
47. Ennis Community College, Ennis, Co. Clare
48. Rice College, Ennis, Co. Clare
49. St. Josephs Community College, Kilkee, Co. Clare
50. Pobail Scoil Chorca Dhuibhne, An Daingean, Co. Kerry
51. Boherbue Comprehensive School, Boherbue, Mallow, Co. Cork





52. Presentation Secondary School, Listowel, Co. Kerry
53. Castleisland Community College, Castleisland, Co. Kerry
54. Salesian College, Pallaskenry, Co. Limerick
55. Mercy Community College, Rathkeale, Co. Limerick
56. Tralee Community College, Tralee, Co. Kerry
57. Coláiste na Sceilige, Caherciveen, Co. Kerry
58. St. Fanahans College, Mitchelstown, Co. Cork
59. Presentation Secondary School, Mitchelstown, Co. Cork
60. Community College, Millstreet, Co. Cork
61. Rathmore Community School, Rathmore, Co. Kerry
62. St. Caimins Community School, Shannon, Co. Clare
63. Coláiste Mhuire, Askeaton, Co. Limerick
64. Ard Scoil Mhuire, Bruff, Co. Limerick
65. St. Michaels Community College, Kilmichil, Co. Clare
66. Kilrush Community School, Kilrush, Co. Clare
67. St. Josephs Convent of Mercy, Doon, Co. Clare
68. Patrician Academy, Mallow, Co. Cork
69. Davis College Summerhill, Mallow, Co. Cork
70. Beara Community School, Castletownbere, Co. Cork

### Careers Events

The Institute was represented at the following careers events during the 2008/2009 academic year:

1. Options for Adults at the Brandon Hotel, September 10th.
2. Higher Options Dublin, September 17th – 19th. Over 330 schools attended this event.
3. Blue Sky Day, Tralee, September 26th.
4. Midlands IGC Athlone IT, September 30th.
5. Careers Employment Exhibition IRD Duhallow, Kanturk, October 1st.
6. Mid West Careers Exhibition, Race Course Limerick, October 7th.
7. Principal and Career Guidance Day, IT, Tralee, October 8th.
8. IGC Kilkenny, Ormonde Hotel Kilkenny, October 9th.
9. Career Options Cork IGC Cork, October 14th.
10. Early School Leavers Event, IRD Duhallow, November 6th.
11. School Careers Fair, Hazlewood College, November 13th.
12. IGC Kerry Branch Careers Fair, November 17th.
13. Killarney Technical Institute, January 20th.
14. MFG Comhar Dhuibhne, Dingle, January 29th.
15. FAS, Tralee – Presentation to Adults, February 6th.
16. Caherciveen VTOS, March 31st.
17. Beara Careers Fair, March 4th.
18. Rathmore Careers Fair, April 11th.
19. Listowel VTOS, May 6th.
20. IRD Duhallow, May 13th.
21. Tus Nua - Tipperary, May 26th.
22. Tus Nua – Ennis, June 26th.



### Principal and Career Guidance Day

The Principal and Career Guidance Day held on October 8th was attended by 27 Principals and Career Guidance Counsellors. As well as a presentation by the Registrar on new programmes and developments, three graduates of the Institute, Robert Shine from Samco Engineering, Susan Lynch from Astellas and John O'Brien from Kerry Group also gave presentations. These speakers outlined current trends in their respective fields where job opportunities exist and the skills set required for graduates.

### Open Day

Almost 1,000 students attended Open Day 2008 on November 17th with 28 secondary schools represented. Prospective students got the opportunity to see the facilities on offer and meet lecturers as well as current students. The majority of those attending were from schools in Kerry but some schools from Limerick, Cork and Clare were also represented plus a small number of prospective mature students. Feedback from Guidance Counsellors on the day was very positive.

# Campus Development

## **Library & Information Resource Centre (LIRC)**

The major project carried out by the Institute this year was the completion of the Library & Information Resource Centre on the Institute's North Campus. This project progressed very quickly during the year with the main contractor handing over the building to the Institute in December 2008. Following the handover, the Institute procured for furniture and signage for the internal fit-out of the building. Delivery of furniture and signage occurred around Easter and the Office of the Registrar and President occupied their offices in June 2009.

As part of this project the Estates Office recommended that twenty four solar panels be placed on the roof which connected to toilet areas and hot water tanks in the Hotel Catering & Tourism Building. This project displayed a unique feature where panels on one building supplied hot water to another building in an educational campus.

All parking bays associated with this project were completed and handed over.

## **Crèche**

Dromtacker Crèche opened its doors to its first intake of children of student parents in September 2008. This was a very exciting development in the life of the Institute. The crèche has a capacity for 34 full-day care places, 17 morning and 17 afterschool. Dromtacker Crèche Limited is an independent company set up to run and operate the crèche. Dromtacker Crèche currently employs 8 people.

## **Central Core – North Campus**

During 2008/2009 the Institute set about the task of undergrounding electricity supply pylons. The ESB lines were undergrounded and the old ESB lines and pylon removed successfully. The Core area is now clear for buildings as per the Master Plan. The Core Road, which has footpaths, lighting and wearing course driving surface are all completed.

## **ITT Energy Conservation**

The official launch by the ESB of a case study on the Energy Savings success of IT Tralee's Estates Office occurred on Tuesday 19th November 2008. The paper, which acknowledged the Institute's Estates Department as champions and exemplars to other organisations to promote energy matters, was distributed to some 50,000 ESB customers in December. The paper will be maintained by the ESB for the next two to three years and issued to clients on an ongoing basis and at trade and customer seminars where the ESB will be in attendance. During the launch the ESB were full of praise for the success achieved which is seen as achieving the best results among such projects this year. The initial once off investment of €17k by the Institute led to a saving of €60k on the cost of electricity for the year; this saving was then set up for subsequent years with no capital outlay required. 230 tonnes of CO<sup>2</sup> were kept from the environment and the energy saved was enough to power 65 average homes for 12 months. Coverage of this success was carried by Kerry Radio, the Kerryman newspaper, the Examiner and other local newsletters.

The Estates Office moved forward with other energy saving projects following the success of the ESB case study. The next project to take place on site was the installation of an Electrical Switch Over Panel which allowed the Estates Office to use an existing on-site emergency extraction fan generator to drive all high level lighting to the GAA field and Synthetic Rubber Surface Pitch and Running Track Area. The computer based Energy Management System monitors peak day time usage and usage from 5pm to 7pm and where required the generator will step in to reduce the Peak Demand loading of the ITT and in the process reducing energy costs and electrical capacity costs on site.

## **Sustainable Energy Awards**

IT Tralee was nominated for two categories at the Sustainable Energy Awards 2009. Entries were submitted for: Category E – Excellence in Coordinated Energy Management Programme  
Category F – Outstanding Energy Manager of the Year

These awards will be held in November 2009 and will be organised by SEI and the ESB. As part of the submission, the Energy Management Programme (EMP) undertaken by the Estates Office highlighted our level of success to date. In summary the savings on electrical and oil consumption have been reduced by the Energy Savings works of the Estates Office as follows:

- **20% Saving for Academic Year 2007/2008 and**
- **28% Saving for Academic Year 2008/2009**

using Academic Year 2006/2007 as the base year.

### **Mammalian Cell Culture Facility**

The Institutes of Technology based in Limerick and Tralee have combined to create a new world-class Applied Biotechnology Research Centre i.e. Shannon Applied Biotechnology Research Centre [Shannon ABC].

An extension of the facilities available to Shannon ABC is the Mammalian Cell Culture Facility based in the Institute's South Campus. This facility was developed through HEA, NDP and EU funding. This €1.0m facility was completed in September 2008 and allows the Shannon ABC to combine strengths in natural products, nutraceuticals, fermentation and bioprocessing.

The centre was core funded by Enterprise Ireland and contains state-of-the-art research facilities with a mission to drive and deliver a valuable, integrated approach to solving problems and providing solutions concerning the complexity of natural products and the unique bioresources they contain. The centre participates at regional, national and international level research which is industrially focused and collaborative in nature.

### **HEA Space Survey 2008 Update**

The Higher Education Authority contacted all colleges seeking an update of the HEA Space Survey. A substantial amount of works had to be carried out to meet this need and all was submitted to the HEA by the Estates Manager.

## **Centre for Educational Development**

### **Student Ambassador Programme**

Seven ITT students were recruited on the Student Ambassador Programme in 2008/2009. The ambassadors visited secondary schools in the region and spoke to second level students about their third level experience, the monetary aspects of attending college and student life in general. This programme was piloted in the University of Limerick in the Academic Year 2007/2008 and was then rolled out in IT, Tralee and Limerick Institute of Technology. Student Ambassadors from the University of Limerick visited ITT on 15th October and met with ITT Student Ambassadors as part of their training. Students completed a training programme facilitated by Breda O'Dwyer in partnership with the University of Limerick. On the week beginning 3rd November 2008, they commenced visits to secondary schools in the region. The list of schools visited as part of the SIF funded Programme included Causeway Comprehensive School, Tralee Community College, Killorglin Community College, Killarney Community College and Listowel Community College, Mercy Mounthawk Secondary School, CBS Secondary School, Presentation Secondary School and Gael Choláiste Chiarraí.

### **Mature Student Peer Mentoring Programme**

This programme is available to all first year mature students attending the Institute of Technology, Tralee. In 2008/2009 14 mature students facilitated 79 students on a mature student peer mentoring programme in association with the Access Office. The programme aims to successfully orientate mature students into 3rd level life, using a support network of existing 2nd and 3rd year mature students. Feedback on the programme has been very positive. Many mentors have also been involved in other activities, for example, speaking at information evenings to the public, speaking to second level students on the pathfinders programme etc. The final group supervision session for Mentors was held on April 3rd 2009. During the session staff expressed sincere thanks to all the students for their commitment to the Mature Student Peer Mentoring programme and their assistance in making it a success. As this was the first year of the programme here in the ITT, many incoming students were not aware of the additional support available to them until they started in the Institute. Overall the Programme has proved to be a success across the consortium.

### **Learning Styles**

After a successful pilot of the Shannon Consortium learning styles questionnaire during the Academic Year 2007/2008, the Shannon Consortium launched full roll out of the project during the Academic Year 2008/2009. This project started with first year students during orientation week in September. Over 1,800 students in the Shannon Consortium completed an online questionnaire with over 700 students completing the questionnaire at IT, Tralee which indicated their preferred learning styles. The report on the findings of the research is on the CED website. The research is based on the work of Prof. Richard Felder who visited the Kerry region after presenting a workshop at ITT Dublin at the start of September supported under the Strategic Innovation Fund. First year students have again been tested across 3 partner Institutes (2,000 students surveyed). This year results facilitated a comparative analysis with last year's survey.

### **Shannon Consortium Awards for Teaching**

Through the Awards process, the Shannon Consortium institutions have collaborated to create networks of teachers in higher education working together to reflect on their practice, gather meaningful evidence about the quality and

nature of their teaching activities, and apply the principles of best practice to their work as teachers in higher education. There were local awards, only available to lecturers from IT Tralee, as well as regional awards for the whole of the Consortium. 33 individuals participated in the Regional Teaching Awards process across the Shannon Consortium, with 5 from ITT. To support the initiative a training session on “Exploring and Evidencing Excellence in Teaching”, was facilitated by Ellen Fowler (UL) and Elaine Vaughan (MIC) on Thursday 23rd October 2008 at the Institute. Specifically to support the portfolio preparation (part of the awards process), Terry Wareham visited the Institute on Monday 17th November 2008. Elaine Vaughan (MIC) also visited the ITT on Thursday 6th November 2008 to provide additional training to ITT staff participating in the programme on a one-to-one basis. 3 ITT staff progressed to the Shannon Consortium Regional Awards in March 2009 where an overall winner from participating institutions was presented with an award at a special ceremony on 30th April 2009.

### **Learning Innovation Network (LIN)**

This first annual LIN conference which was held at Hodson Bay Hotel Athlone on the 10th October 2008 entitled “Fostering a Student Centred Learning Experience” aimed to explore innovations in teaching, learning and assessment, and different pedagogical approaches to enhance the student experience.

### **WebCT**

131 ITT staff attended one-to-one WebCT training in 2008/2009 with Sarah Cleary, Centre for Educational Development. Sarah also ran scheduled weekly clinic sessions for staff to assist with the relevant WebCT issues. Six applications forms for NDLR funding were received. It is an aim that communities of practices will be set up by the staff in Tralee through projects such as the NDLR.

### **Training Events**

A programme entitled “The Delivery of Distance Education for Practical and Applied Teaching Material” was presented by Dr. Colin Higgs of Memorial University Newfoundland. The talk was held on Tuesday 18th November from 10am to 1pm. Dr. Higgs gave a talk on his work in using e-learning technology to deliver training material to students through distance learning. The talk provided an inside view into the process of designing, developing and delivering online training courses.

Dr. Clare Rigg with the support of the CED organised a training event entitled “Action Research: Analysing Your Material and Writing Up”, led by Dr. David Coghlan and Professor Paul Coughlan both based at Trinity College Dublin. This event took place on Friday 28th November.

Catherine Jeanneau, UL hosted a workshop at IT Tralee on Wednesday 3rd December to investigate the use of on-line resource materials for the teaching of languages.

Staff development day was held on Thursday 18th December 2008 with over 50 academic staff attending. The day commenced with an interactive keynote session with Dr. Katie Exley of the Higher Education Assessment & Development Ltd company in the UK. This was followed by sessions on Project Supervision, Creativity in Teaching and Learning – The Elastic Mind, Implications of Shannon Consortium Diagnostics Report on Teaching Strategies and reviewing and improving feedback on their work and learning. These follow on sessions were all facilitated by staff of our partners in the Shannon Consortium.

Further Staff Development Days took place at the Institute on week commencing 16th February 2008 covering the following topics:

- Nvivo Training: Qualitative Research Package with Mr. Ben Meehan
- Wimba Training: Online Class room and Voice Tools with Mr. Lloyd Stock
- Writing Effective Funding Proposals with Mr. Tom O’Leary, O’Leary & Associates Training & Consultancy Ltd.
- The Challenges of Problem Based Learning with Ms. Siobhan Smyth
- Integration of theoretical concepts into the real-world environment—the use of case studies in the classroom with Mr. Kieron O’Sullivan

The last staff development day of the academic year was held on Wednesday 6th of May in the North Campus. Prof. Alan Baird from UCD talked about the “Online Delivery of Research Skills Courses” and Briga Hynes looked at “Managing Diversity and Multiculturalism in the Classroom”.

### **Peer Support Programme**

This is a voluntary system of collegiate support and advice that can help teachers at any stage in their career gain valuable insights about their teaching performance in a confidential, trusting and formative climate. At its simplest, it involves inviting a colleague into a lecture or tutorial and asking them to give you their insights about the delivery of material, the student experience, and other important teaching related factors including clarity, pace, learning

outcomes, ideas and suggestions. Peer observers were available from within the Institute and/or from other partners in the Consortium.

### **Peer Assisted Learning**

As part of the SIF Shannon Consortium, SIF 1, Strand 2 initiative, the Peer Assisted Learning Network in Engineering Mathematics to students has been extended to include students on Computing, Pharmaceutical and Forensic Science, Applied Biology and Wildlife Biology and Environmental Science programmes. The overall aim of the project was to improve achievement in first year Mathematics, through provision of a student centred mentoring programme. Peer Assisted Learning can help to address issues such as poor performance in assessments, management of study, appreciation of lecturers' expectations and revision strategies for exams and retention. In 2008/2009 19 mentors were recruited providing support to circa 50 mentees. This project was managed by Dr. Joan Cleary.

### **Postgraduate Training Day**

A postgraduate research development day was held in North Campus on Tuesday 5th May. Dr. Jean Saunders from the University of Limerick Statistical Consulting Unit facilitated a session on Questionnaire Design and Aoife Geraghty from the University of Limerick Librarian Research Support Services facilitated a session on EndNote which is a bibliographic management software programme. 8 research students attended both sessions.

12 postgraduate students attended the ITT Research Induction Day. Held on Tuesday 14th October 2008, topics covered included academic regulations and good practice in research, student well being, research methods as well as introductory information sessions on the Library and Computer Services. The event was regarded as extremely worthwhile by all who participated.

### **Killarney Regional Learning Centre**

A Strategic Action Plan for 2009-2011 has been ratified by the Executive for the Killarney Regional Learning Centre. Six key goals for the KRLC have been identified in this plan. A number of activities were initiated in 2008/2009 to get the KRLC open. These included: the hosting of a meeting by Kay Hallahan, Forfas Senior Policy Analyst who attended the Kerry County Development Board Learning Forum meeting in Tralee on October 23rd where she presented on the findings and recommendations of the Expert Group on Future Skills Needs - National Skills Strategy. An audit of all training and educational activities in the county was initiated. Fifteen stakeholders agreed to participate in the audit. To address the needs identified by stakeholders and create a market led progression educational pathway for student cohorts, existing minor awards were modified and 3 new awards were developed, details as follows;

- Certificate in Business Management;
- Certificate in Travel and Tourism;
- Diploma in Travel and Tourism Management.

Subject to sufficient demand, it was planned to run the minor awards in Killarney, with a number of returning to education and entrepreneurial workshops.

### **Family School Community Partnership Project**

The Family School Community Partnership Project aimed to promote a positive working relationship between parents, teachers, students and institutes of higher education in designated primary schools while promoting access to third level education. In recognition of their involvement in the SIF funded Family School Community Partnership Project, the ITT presented plaques to Gaelscoil Líos Tuathail, Scoil Realta na Maidne Listowel Boys National School and Ballyduff Central National School at three separate events. On May 28th Valerie Moore presented a plaque to Gaelscoil Líos Tuathail to coincide with the launch of their multimedia booklet. The launch was attended by Michael Ó Mhuireartaigh and proved to be a huge success on the night. In addition to supporting the writer-in-residence and contributing to some of the costs of the publication, an ITT multi-media student, Margaret Nolan, also undertook her work placement at the school to work on the project. Debra Regan and Margaret Finch facilitated an Early Learning Access Programme in Scoil Realta na Maidne Listowel Boys National School. The programme was titled 'Getting Along' and this presentation was held on May 20th during the Parents Information Evening. The programme aimed to provide alternative media to build social and emotional skills in the 3rd and 4th class students in the primary school. The objective of the programme was to utilize the school code of behaviour as a medium to create awareness among students of the importance of co-operation skills and social skills as the cornerstone of appropriate classroom behaviour. The presentation to Ballyduff Central National School took place during their annual school concert and was conducted by Dr. Oliver Murphy. Ballyduff Central National School chose to undertake an Arts Access Programme as part of the Family School Community Partnership Project. Each student created a piece of artwork using a variety of textures and materials (which were worked on in school and in the home) in partnership with teachers and parents. This artwork was framed and showcased to parents and the wider community on the night of the school concert. The students work was completed under the guidance of Amy Walsh, an artist working with LINK.



### **Student Leadership Programme**

The Student Leadership Programme is an initiative that attempts to integrate a student's extra-curricular activity with a credit earning module where the student activity demonstrates volunteerism or participation in business, community, societal or sporting activities. Students apply to participate in the programme as an elective. The deadline for receipt of applications was Monday 27th April. Categories this year covered students that participated in Student Orientation Programme, Young Entrepreneur Programme, Open Days, Information Evenings, Student Ambassador Programme, Mature Student Peer Mentoring, Sports for Success and Disability Representatives. 70 applications were received and 40 students registered for interview which took place on Friday 29th May 2009.

### **Statistical Support**

Postgraduate Statistical Support Sessions commenced on Monday, October 13th 2008 and ran for the duration of the academic year. Sessions covered specific research queries, and small groups were facilitated where a number of staff shared generic queries.

### **Maths Week**

In October 2008, the Institute of Technology, Tralee, in conjunction with National Maths week, hosted a series of events for students and families to promote mathematics through highlighting the fun of creative mathematical thinking and its exciting applications. The events were organised by Dr. Joan Cleary and the Institutes' Centre for Educational Development and funded under the HEA, Strategic Innovation Fund (SIF). The events were supported by teachers from schools throughout the county. A problem solving maths quiz was held on Wednesday October 16th. Twenty three teams of three participated in the challenge with students from Mercy Mounthawk Secondary School (Tralee), Colaiste Ide An Daingean, St. Brendans College Killarney, Presentation Secondary School (Tralee), Presentation Secondary School (Milltown) and Phobail Scoil Chorca Dhuibhne. Michael McCarthy, Diarmuid Reen and Sean Knott from Mercy Mounthawk made up the winning team. A Family Maths Fun event took place on the Thursday evening for Primary School Children and their families. The children worked with their parents or guardian doing exciting fun-packed activities that encouraged them to think about different topics in mathematics not normally encountered in school. Over 150 students attended the two events. On Thursday, November 20th the Family Maths week event was repeated in Caherciveen at the request of the DEIS school liaison officer. The event was attended by over 100 children and parents.

### **Business in the Community**

ITT and the CED ran the Business in the Community - Schools Business Partnership project with Causeway Comprehensive School. Sessions held included:

- An introduction to the programme held on the 21st October 2008;
- A site visit to ITT with various interactive sessions held on the 4th November 2008;
- A day in the life of ... (held on 18th November) where staff of the Institute (Donal O'Connor, Computer Services and Margaret Burns, School of Business Administration) visited the school with CED staff and spoke of their experiences and the career path they took;
- CV and Interview Preparation held on the 13th January 2009;
- Mock Interviews held on the 27th January 2009.

### **Information Evenings**

Information Evenings in relation to progression opportunities onto full-time and part-time programmes took place on Wednesday, 14th January in the Business and IT Building, North Campus, ITT and on Thursday, 15th January in the Malton Hotel, Killarney. 110 attended the session in Tralee with 90 attending in Killarney. This initiative was lead by the CED under SIF 1, Strand 1, Opening Gateways to Higher Education and SIF 2, Strand 1, Regional Learning Centre.

### **Maths Initiative**

The Institute of Technology, Tralee in partnership with Kerry Education Service ran an ordinary level mathematics tuition programme. This service was offered to students who are experiencing problems financing their own extra tuition. The topics covered were: Introduction and Algebra 1, Algebra 2, Complex Numbers and Sequences and Series, Calculus 1, Calculus 2, Co-Ordinate Geometry 1, Co-Ordinate Geometry 2, Trigonometry, Probability and Combinations, Statistics, Arithmetic, Options, Review and Outstanding Issues. A total of 60 students participated in the Programme.

### **IT Tralee and Kerry Education Service (KES)**

As part of the ongoing collaborative efforts with Kerry Education Service, the Institute hosted the KES Student Awards on Friday, 13th March 2009 in the Business IT Building. Circa 200 students and parents attended the event.

### **SciFest 2009**

Scifest 2009 took place at the Institute on Wednesday, 6th May 2009. Projects received represented second level schools throughout Kerry. Local winners of the BT Young Scientist exhibition also show-cased their winning projects on the day.

There was a selection of science and engineering talks as well as demonstrations and a prize-giving ceremony on the day. In total 252 teachers, guests and students were in attendance on the day and categories included:

- Over all winner Maire Ní Lionsaigh, Colaiste Na Sceilge, Caherciveen
- Runner up Tim Farrell and Richard Raftery, Colaiste Na Sceilge, Caherciveen
- Best School Colaiste Na Sceilge, Caherciveen
- Discover Sensors Award Sadh O'Donnell, Presentation Secondary, Tralee
- Best Communicator Award Caoimhe Bonner, Presentation Secondary, Tralee
- Best Life Science Sinead Breen, Kitty Nolan, Louise Lawlor, St Josephs Ballybunion
- Best Physical Science Sadh O'Donnell, Presentation Secondary, Tralee
- Best Technology Damien Sharpe, Orla Horan, Sarah Guirean, Mercy Mounthawk, Tralee

The event aimed, through an investigative approach to learning, to provide an opportunity for students to display their scientific discoveries and the event was well received by the organisers, participants and attendees. Intel sponsored the programme nationally. The Kerry based sponsor of the IT Tralee led event was Dairymaster.

### **Magic Show**

A one day science magic workshop for ITT lecturers and second level science teachers was held at the Institute of Technology, Tralee on Friday, 29th May. The workshop was delivered by Sarah Hayes and Peter Childs of the National Centre for Excellence in Mathematics and Science Teaching and Learning at the University of Limerick. The workshop was attended by teachers and lecturers who wished to improve their demonstration skills and would like to be able to run their own chemical magic show. The aim of the science magic workshop was to show students that you can teach science in a fun and educational manner and involved a mixture of tuition, practice and the design, testing and presentation of a chemical magic show. Safety and the use of ICT in demonstrations were also covered during the day. The science lecturers and teachers, who participated in the workshop, were exposed to new methods of teaching science to second and third level students with the aim of infusing more creativity and critical thinking into science classes. The workshop was one of a number of maths and science initiatives which took place within the Shannon Consortium.

### **Student Ambassador Awards**

An evaluation of the Student Ambassador programme took place on Wednesday 22nd April in the University of Limerick. Staff and students evaluated the programme after which there was an awards ceremony. Student Ambassadors from each participating Institution across the Consortium were presented with a certificate of achievement. There was also a presentation to the 'Student Ambassador of the Year' from each Institution. David O'Donoghue, a third year BA (Hons) in Interactive Multimedia student, was the Institute of Technology Tralee Student Ambassador of the Year.

## **School of Business & Social Studies**

The School of Business & Social Studies delivers programmes at Higher Certificate, Ordinary Degree and Higher Degree Level. The School has a number of post-graduate students pursuing higher degrees by research. A major emphasis in all programmes is on new information technologies.

The School of Business is comprised of four departments:

Business Studies  
Business Humanities  
Business Informatics  
Hotel, Catering & Tourism

### **New courses:**

BA in Adventure Tourism Management  
BA in Youth and Community Work Practice  
BA (Honours) in TV, Radio and New Media Broadcasting  
BA (Honours) in Music Technology  
BA (Honours) in Adventure Tourism Management

### **Courses under development:**

BA in Hotel and Resort Management  
BA (Honours) in Hotel and Resort Management  
BA in Travel and Tourism Management  
BA (Honours) in Travel and Tourism Management





<b>Head of School:</b>	Mr. Brian O'Connor
<b>Head of Department (Humanities):</b>	Mr. Pat McGarty
<b>Head of Department (Business Studies):</b>	Ms. Mary Rose Stafford
<b>Head of Department (Business Informatics):</b>	Ms. Kay Fitzgerald
<b>Head of Department (Hotel, Catering &amp; Tourism):</b>	Ms. Mary Rose Stafford

# School of Engineering & Construction Studies

The School offers a wide range of HETAC validated Higher Certificate, Ordinary Degrees and Honours Degree courses. Students can also obtain post-graduate Master of Engineering degrees through research.

The School of Engineering and Construction Studies is comprised of two Departments:

- Agricultural and Manufacturing Engineering
- Civil Engineering and Construction Studies

## Agricultural and Manufacturing Engineering

The following is the report from the Agricultural and Manufacturing Engineering Department.

### Notable Events

Notable events which took place in 2008/2009:

1. Semesterisation was introduced for stages 1 and 4 at the beginning of the academic year. Stages 2, 3 and 5 remained on the year long academic system for academic year 2008/2009 with the intention of introducing semesterisation for these stages in academic year 2009/2010.
2. The Department had an Engineers Ireland accreditation visit at the end of April 2009. Three of the Department's courses were seeking accreditation. These were the:
  - National Certificate in Mechanical Engineering
  - Bachelor of Engineering in Production Engineering
  - Bachelor of Engineering in Mechanical & Electronic Engineering

The above courses were accredited for 3 years.

3. The development of B.Sc. in Renewable Energy & Energy Management cumulating with validation in May 2009.

### Courses

The Department ran the following courses during the academic year 2008/2009:

Higher Certificate in Agricultural Engineering Stage 1  
 Higher Certificate in Agricultural Engineering Stage 2  
 Bachelor of Agricultural Engineering Stage 3  
 Bachelor (Honours) Agricultural Engineering Stage 4  
 Bachelor (Honours) Agricultural Engineering Management Stage 5

Higher Certificate in Construction Plant Engineering Stage 1  
 Higher Certificate in Construction Plant Engineering Stage 2

Higher Certificate in Mechanical Engineering Stage 1  
 Higher Certificate in Mechanical Engineering Stage 2  
 Bachelor in Production Engineering Stage 3  
 Bachelor (Honours) in Manufacturing Engineering Management Stage 4  
 Bachelor (Honours) in Manufacturing Engineering Management Stage 5

Bachelor in Mechanical & Electronic Engineering Stage 2  
 Bachelor in Mechanical & Electronic Engineering Stage 3

### **Feedback on Assessment Methods**

In the design of the new semesterised system it was decided to limit the number of examinations in Semester 1. This resulted in most semester 1 students only sitting one examination at the end of semester 1 and sitting the normal suite of examinations at the end of semester 2. Although to date there has only been one year of semesterisation and autumn examinations have not been held, this system appears to work well.

### **Changes to facilities required**

Changes have been requested to C115 and C117 to facilitate an increased number of students receiving CAD instruction. This will help to improve the efficiency of the Department.

## **Civil Engineering and Construction Studies**

The following is the report from the Civil Engineering and Construction Studies Department.

### **General**

In September 2008 first and fourth year courses were semesterised. This necessitated the redesign of all timetables. It heralded the introduction of Educational Broadening Modules and Field & Laboratory Practice. The first students on Quantity Surveying entered the Institute in September 2008 and took all their modules in conjunction with Construction students. Because of the economic downturn work placements for Construction Management and Civil Engineering Management students were difficult to procure and as a result alternative work placement was introduced and four students participated in it.

### **Notable Events**

The circus comes to ITT. On February 9th, during Engineering Week, James Soper employed by Engineers Ireland, performed a circus-type show in ITT for about 500 primary school children.

On the same day a group of students from Scoil Inbhear Sceine, Kenmare, visited ITT. Their tour included the Garage, Mechanical Workshop, Civil Engineering Laboratory, Wood work area and Mechanics Laboratory.

Construction students took part in the CIOB Student Challenge in LIT on February 19th 2009.

On February 25th, six students and John Murphy were interviewed for Radio Kerry's Business Programme by Anna Curtin. The interviews were broadcast on the following two Thursday evenings.

An Ríocht, the local branch of Engineers Ireland, held their winter programme of evening lectures in the Solas Building at ITT.

The Higher Certificate in Civil Engineering and the Bachelor of Engineering in Civil Engineering were reviewed by Engineers Ireland on April 27th and 28th and both courses received the full 5-year accreditation.

### **Departmental Meetings**

Monthly meetings were held to discuss a number of issues facing the department some of which were:

- Apprentice Progression
- Academic Calendar
- Alternative Work placements
- Engineers Ireland Accreditation
- Institutional Review – self study of Engineers Ireland Review, self-study of implementation of modularisation
- Role of external examiners
- Course Development
- CAD Laboratories
- New Academic Structures
- The Allocation of Technical Staff

### **Research**

Three meetings of the Engineering Energy Research Group took place during 2008/2009. Jack O'Driscoll of Thermohouse, Deirdre Johnston of Design Shannon and Tomas Hayes County Development Officer attended. Among the many issues

discussed was the setting up of smaller groups dealing with energy generation, energy distribution, energy management and the environment.

### **Course Development**

A B.Sc. in Renewable Energy and Energy Management was successfully developed as a joint venture between both engineering departments in ITT. Work on a level 8 course will begin in AY 2009/2010.

The department proposed a course, Special Purpose Award in Building Insulation Applications, as a contribution to the Labour Market Activation Programme (LMAP). The proposal was examined by an external panel on June 26th 2009 and the HEA confirmed that the Institute's proposal was successful in July 2009.

Two departmental planning meetings were held in May and June 2009. It was decided that the department would investigate the following new courses:

- Batchelor of Science in Facilities Management
- Batchelor of Science in Health & Safety
- Batchelor of Engineering in Environmental Engineering
- Batchelor of Science (Honours) in Quantity Surveying

Current applicants for Batchelor of Science in Facilities Management and Batchelor of Science in Civil Engineering Management are being offered places on the Batchelor of Science in Construction Management.

### **Apprentice Progression**

The Head of Department was informed in November 2008 that ITT had agreed to work with Limerick Institute of Technology and Institute of Technology, Carlow in developing a Work Based Learning (WBL) online progression programme for apprentices. Following a number of joint meetings ITT decided to develop its own progression route. The following was agreed by the Departmental Board following consultation with Carpentry and Joinery staff and mapping of FAS Carpentry & Joinery programme onto the Higher Certificate in Construction:

1. Qualified carpenters, who attained a Pass grade in Phase VI examinations, are eligible for entry to Year 1 of the Higher Certificate in Construction with exemptions in Drawing, Construction Technology 1 and Construction Technology
2. Qualified carpenters, who achieved a Merit grade in Phase VI examinations, are eligible for entry to year 2 of the Higher Certificate in Construction. Other trades would be considered on an individual basis.

### **Facilities**

It was expected, as in previous years, that many class groups would have to be split into groups for computer based modules. Consideration was given to developing a computer laboratory with 32 to 36 stations. Current laboratories are limited to 28 stations. Following a post-exam board review of throughput rates it was decided to postpone such works.

### **Institutional Review**

The Department reviewed the implementation of modularisation/semesterisation and the experience of the Engineers Ireland accreditation visit as part of the Institutional Review self-study. The Institutional Review will take place on November 30th, December 1st and December 2nd 2009.

### **Staffing**

No change in permanent staff numbers in 2008/2009

**Head of School of Engineering:**

Mr. Kevin Lynch

**Head of Department: Civil Engineering & Construction Studies:**

Mr. John Murphy

**Acting Head of Department: Civil Engineering & Construction Studies (September – October 2009):**

Mr. John Jones

# School of Science & Computing

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

In 2008/2009 the following courses were validated:

- B.Sc. in Pharmaceutical Analysis with Environmental Science
- Bachelor of Science (Honours) in Pharmaceutical Analysis with Environmental Science
- B.Sc. in IT (Education & Training)
- Bachelor of Science (Honours) in IT (Education and Training)

- M.Sc. in Healthcare Informatics
- In 2008/2009 the following courses commenced:
- Medical Commencement Programme
- B.Sc. in Pharmaceutical Analysis with Forensics
- B.Sc. (Honours) in Pharmaceutical Analysis with Forensics
- B.Sc. in Health & Leisure with Massage
- Minor Awards (to Level 8)
  - Certificate in Developing Brief Solution Focused Therapies
  - Certificate in Wound Care Management

Student numbers in the School increased by 12% from the previous year to 1,106 (includes 151 part-time students, down from 182 in the previous year and 955 full-time students, up from 806 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 44 students registered for post-graduate studies (taught and research).

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

- Computing & Mathematics
- Chemical & Life Sciences
- Health & Leisure Studies
- Nursing & Health Care Studies

**Head of School:**

**Head of Department: Chemical & Life Sciences:**

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

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

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

Mr. Seamus O'Shea

Dr. Michael Hall

Dr. Michael Hall

Ms. Aisling Sharkey

Dr. Gary Brown

# 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:**

Higher Certificate in Advanced Business Studies

Higher Certificate in Business Studies

Higher Certificate in Office Information Systems

Higher Certificate in Business in Retail Management

Bachelor of Arts in Adventure Tourism Management

Bachelor of Arts in Information Systems Management

Bachelor Degree in Business in Tourism

Bachelor Degree in Business in Tourism and Languages

Bachelor of Arts in Business Studies in Culinary Art

Bachelor of Business in Bar Management

Bachelor of Business - Accounting

Bachelor of Business - Management

Bachelor of Business - Marketing

Bachelor of Arts in Applied Social Studies in Social Care

Bachelor of Arts in Youth and Community Work Practice

Bachelor of Arts (Honours) in Information Systems Management

Bachelor of Business (Honours)

Bachelor of Business (Honours) - Marketing

Bachelor of Business (Honours) - Management

Bachelor of Business (Honours) - Accounting

Bachelor of Business (Honours) in e-Business

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

Bachelor of Arts (Honours) in Folk Theatre Studies

Bachelor of Arts (Honours) in Hospitality Management



Bachelor of Arts (Honours) in Adventure Tourism Management  
 Bachelor of Arts (Honours) in Interactive Multimedia  
 Bachelor of Arts (Honours) in Applied Social Studies in Social Care  
 Bachelor of Arts (Honours) in Music Technology  
 Bachelor of Arts (Honours) in TV, Radio and New Media Broadcasting

**Fáilte Ireland programmes offered in the Institute:**

Advanced Certificate in Tourism Business Studies  
 Advanced Certificate in Professional Cookery  
 National Certificate in Professional Cookery day release  
 National Certificate in Tourism Skills  
 National Certificate in Hospitality Skills  
 Advanced Certificate in Hotel Front Office Operations

**Postgraduate Programmes:**

Masters through Research  
 PhD through Research  
 Masters in Business (Taught)  
 Masters of Business Administration (Taught)



**School of Engineering:**

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 Manufacturing Engineering  
 Higher Certificate in Engineering in Mechanical Engineering  
 Bachelor of Engineering (Ordinary) in Civil Engineering  
 B.Sc. (Ordinary) in Construction  
 Bachelor of Engineering (Ordinary) in Agricultural Engineering  
 Bachelor of Engineering (Ordinary) in Quantity Surveying  
 Bachelor of Engineering (Ordinary) in Production Engineering  
 Bachelor of Engineering (Ordinary) in Mechanical and Electronic Engineering  
 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  
 Bachelor of Science (Honours) in Civil Engineering Management  
 FAS Carpentry & Joinery Phase 4  
 FAS Carpentry & Joinery Phase 6  
 FAS Agricultural Mechanics Phase 4  
 FAS Agricultural Mechanics Phase 6  
 Masters through Research  
 PhD through Research



**School of Science:**

Higher Certificate in Science in Computing with Software Development  
 Higher Certificate in Science in Applied Biology  
 Higher Certificate in Science in Applied Chemistry  
 Higher Certificate in Science in Health & Leisure  
 Higher Certificate in Science & Computing - Information Technology Support  
 Higher Certificate in Science & Computing - Biological and Environmental Science  
 Bachelor of Science in Analytical Science  
 Bachelor of Science in Pharmaceutical Analysis with Forensics  
 Bachelor of Science in Computing with Software Development  
 Bachelor of Science in Computing with Games Development  
 Bachelor of Science in Computing with Multimedia  
 Bachelor of Science in Health and Leisure  
 Bachelor of Science in Physical Education Studies  
 Bachelor of Science in Health and Leisure with Massage  
 Bachelor of Science in Information Technology Support  
 Bachelor of Science (Honours) in Computing with Software Development  
 Bachelor of Science (Honours) in Computer Services Management





Batchelor of Science (Honours) in Computing with Multimedia  
 Batchelor of Science (Honours) in Computing with Internet Development  
 Batchelor of Science (Honours) in Computer Services Management  
 Batchelor of Science (Honours) in Computing - Games Development  
 Batchelor of Science (Honours) in Nursing - General Nursing  
 Batchelor of Science (Honours) in Nursing - Psychiatric Nursing  
 Batchelor of Science (Honours) in Analytical Science with Product/Process Development  
 Batchelor of Science (Honours) in Pharmaceutical Analysis with Forensics  
 Batchelor of Science (Honours) in Health and Leisure  
 Batchelor of Science (Honours) in Physical Education Studies  
 Batchelor of Science (Honours) in Wildlife Biology  
 Higher Diploma in Nursing in Gerontological Nursing  
 Higher Diploma in Nursing in Psychosocial Intervention in Mental Health  
 Higher Diploma in Nursing in Specialist Transition

#### **Postgraduate Programmes:**

Masters & PhD through research  
 Masters of Science by Research  
 PhD in Science by Research  
 Masters of Science in Educational Technologies  
 Masters of Science in Computing  
 Masters of Science in Nursing

#### **Minor Awards:**

Certificate in Information Technology  
 Certificate in Web Development  
 Certificate in General Studies in Business and Community Studies  
 Certificate in Business Management  
 Certificate in Managing a Childcare Service  
 Certificate in Youth Intervention Strategies  
 Certificate in Introductory Studies for Higher Education  
 Certificate in Brief Solution Focused Therapy  
 Certificate in Wound Care Management

Foundation Certificate International (Saudi Arabian Students)  
 Medical Commencement Programme (Saudi Arabian Students)



## 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 2008/2009.

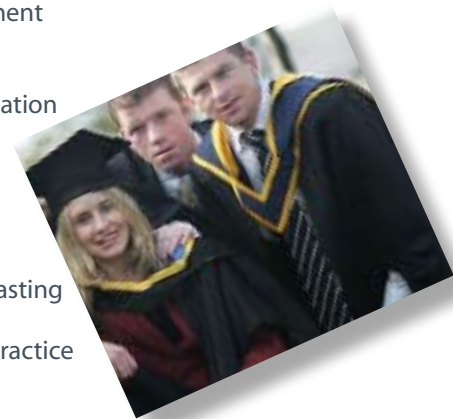
#### **School of Business & Social Studies**

Mr. John Andy Bonar	Bachelor of Arts Community Studies
	Bachelor of Arts (Honours) Community Studies
	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 Business in Tourism & Languages Bachelor of Arts (Honours) in Interactive Multimedia
Mr. Sean Connell	Bachelor of Arts (Honours) in Hotel Management
Dr. Maire Mhic Mhathuna	Bachelor of Arts (Honours) in Early Childhood Care and Education
Dr. Derek McNerney	Bachelor of Business Bachelor of Business in International 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 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) ab-initio
Ms. Noelle O'Connor	Bachelor of Business in Tourism Bachelor of Business in Tourism and Languages Bachelor of Business (Honours) in Tourism Bachelor of Business (Honours) in Tourism and Languages
Mr. Tomas Mangan	Bachelor of Arts (Honours) in Hotel Management Bachelor of Business in Bar Management
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
Dr. Aine De Roiste	Bachelor of Arts in Applied Social Studies in Social Care Bachelor of Arts (Honours) in Applied Social Studies in Social Care
Mr. Tom O'Connor	Bachelor of Arts (Honours) in Applied Social Studies in Social Care
Dr. Brian Coates	Bachelor of Arts (Honours) in Folk Theatre Studies
Mr. Gerard O'Donovan	Foundation Certificate in Business & Community Studies 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
Dr. John O'Flynn	Bachelor of Arts (Honours) in Folk Theatre Studies
Mr. Gerard Phillips	Bachelor of Arts in Applied Social Studies in Social Care Bachelor of Arts (Honours) in Applied Social Studies in Social Care
Dr. Aidan Daly	Higher Certificate in Retail Operations Master of Business
Ms. Grainne Daly	Bachelor of Business in Tourism Bachelor of Business in Tourism and Languages Bachelor of Business (Honours) in Tourism Bachelor of Business (Honours) in Tourism and Languages



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. Ann Thorne	Master of Business Administration
Mr. Michael Murphy	Bachelor of Arts (Honours) in Interactive Multimedia Bachelor of Arts (Honours) in Music Technology Bachelor of Arts (Honours) in TV, Radio & New Media Broadcasting
Ms. Louise Fitzpatrick	Bachelor of Arts (Honours) in Youth and Community Work Practice Bachelor of Arts in Youth and Community Work Practice
Mr. Frank Xavier O'Connor	Bachelor of Arts in Culinary Arts (Part-time)



### School of Science & Computing

Dr. James J. Brennan	Higher Certificate in Science in Applied Biology Higher Certificate in Science in Applied Chemistry Bachelor of Science (Honours) in Analytical Science with Product/Process Development
Mr. Eamonn De Leastar	Master of Science in Computing
Dr. Deirdre Gilroy	Higher Certificate in Science in Applied Biology Higher Certificate in Science in Applied Chemistry Bachelor of Science in Analytical Science Bachelor of Science (Honours) in Analytical Science with Product / Process Development
Mrs. Paula Holt	Master of Science in Nursing
Ms. Jean Hughes	Higher Certificate in Science in Computing Higher Certificate in Science & Computing - Information Technology Support Bachelor of Science in Computing in Software Development Bachelor of Science (Honours) in Computing in Software
Development	Bachelor of Science (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 Master of Science in Educational Technologies
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
Ms. Audrey Chambers	Bachelor of Science in Nursing (ACCS) Higher Diploma in Science in Nursing (Gerontological Nursing)
Ms. Jane McCarthy	Bachelor of Science (Honours) in General Nursing Bachelor of Science (Honours) in Psychiatric Nursing
Dr. Andy Fogarty	Higher Certificate in Science in Applied Biology Higher Certificate in Science in Applied Chemistry Bachelor of Science in Analytical Science Bachelor of Science (Honours) in Analytical Science with Product/Process Development

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 Higher Certificate in Science in Applied Chemistry Bachelor of Science in Analytical Science Bachelor of Science (Honours) in Analytical Science with Product / Process Development
Dr. Barry Feeney	Higher Certificate in Science in Computing Higher Certificate in Science & Computing - Information Technology Support Bachelor of Science in Computing in Software Development Bachelor of Science (Honours) in Computing in Software Development Bachelor of Science (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 Support
Mr. Gordon Mitchell	Bachelor of Science (Honours) in Psychiatric Nursing Higher Diploma in Science in Nursing (Specialist Transition Structure) Higher Diploma in Science in Nursing (Psychosocial Interventions in Mental Health)
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 (ACCS)
Prof. Mary O'Sullivan	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 Services Bachelor of Science (Honours) in Wildlife Biology

### **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	Higher Certificate in Engineering in Manufacturing Engineering Bachelor of Engineering in Mechanical and Electronic Engineering
Ms. Maeve Fitzpatrick	Higher Certificate in Engineering in Mechanical Engineering Bachelor of Engineering in Production 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. Michael O'Donoghue	Bachelor of Science (Honours) in Agricultural Engineering Management
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	Higher Certificate in Construction Plant
Mr. Eugene O'Sullivan	Bachelor of Science (Honours) in Facilities Management Bachelor of Science (Honours) in Construction Plant
Mr. Robert Smyth	Bachelor of Science in Quantity Surveying
Mr. Cormac Murphy	Bachelor of Science (Honours) in Civil Engineering Management

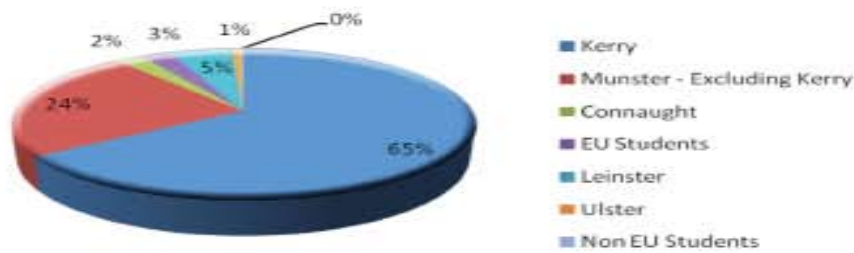


# Student Statistics

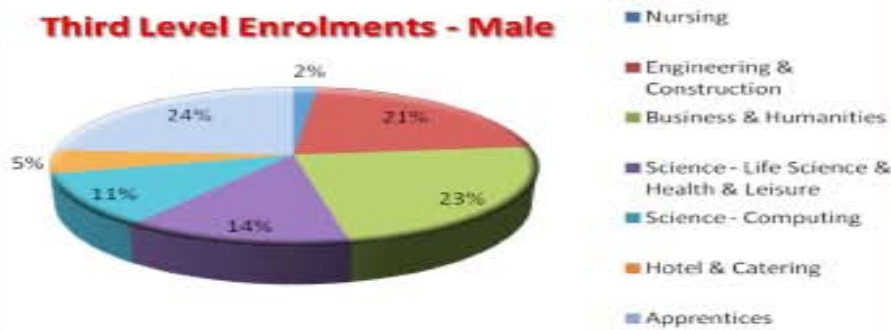
## ANNUAL RETURNS - FULL-TIME STUDENT REGISTRATION

Third Level Enrolments by Level of Award	Total No	Percentage
Foundation - Level 05		
School of Business Studies	3	0.11%
<b>Level 05 Total</b>	<b>3</b>	<b>0.11%</b>
Higher Certificate - Level 06		
School of Business & Humanities	175	6.29%
School of Engineering	155	5.57%
School of Science - Life Science/Health & Leisure	101	3.63%
School of Science - Computing	21	0.76%
<b>Level 06 Total</b>	<b>452</b>	<b>16.25%</b>
Ordinary Degree - Level 07		
School of Business & Humanities	418	15.03%
School of Engineering	126	4.53%
School of Science - Life Science/Health & Leisure	170	6.11%
School of Science - Computing	87	3.13%
<b>Level 07 Total</b>	<b>801</b>	<b>28.80%</b>
Honours Degree - Level 08		
School of Business & Humanities	423	15.21%
School of Engineering	51	1.83%
School of Science - Life Science/Health & Leisure	109	3.92%
School of Science - Computing	76	2.73%
School of Nursing	293	10.54%
<b>Level 08 Total</b>	<b>952</b>	<b>34.23%</b>
Full Time and Part Time Post Graduates Level 09 and 10 (at 31st March 2009)		
School of Business & Humanities	48	1.73%
School of Engineering	1	0.04%
School of Science - Computing	28	1.01%
School of Nursing	13	0.47%
School of Science - Life Science/Health & Leisure	13	0.47%
<b>Post Graduate Total</b>	<b>103</b>	<b>3.70%</b>
Hotel & Catering - Failte Ireland Programmes	112	4.03%
Apprenticeships (End of Academic Year)	358	12.87%
<b>COLLEGE TOTAL:</b>	<b>2,781</b>	<b>100.00%</b>

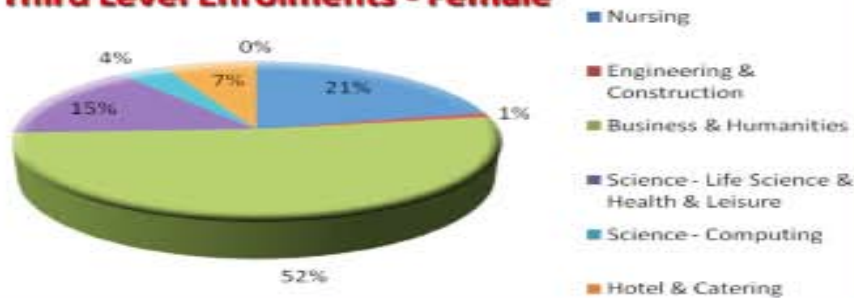
### Domiciliary Origin of Full-time Third Level Students



### Third Level Enrolments - Male



### Third Level Enrolments - Female



### Third Level Enrolment - By Discipline



### Socio Economic Background - New Entrants to Third Level Only



# Student Services Report

This past year has been a busy one; each of the services available to students has seen growth in numbers participating/availing of the relevant service. IT Tralee's Student Services objective is:

*"Creating a caring and supportive environment to ensure all students are supported and empowered to reach their full personal and academic potential"*

Student Services provision has been developed in response to the demands of an increasing and diversified student population. As recommended in the HEA Report on the Development of Student Services (1998), the Institute has arranged for the widest consultation and co-operation in regard to Student Services staffing and funding, including the Student Capitation review and regular discussion with the Students Union. IT Tralee has a defined structure of consultation involving the Students Union, the Finance Office and the Student Services Group when allocating the student capitation charge across services. 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**

This academic year saw students with disabilities reaching a total participation rate of 4 per cent of full time registered students, 6.4 per cent when including Students with Dyslexia. The National Access Plan target for new entrants in 2006 was 1.8 per cent. This outlined a clear focus on the admission and support of Students with Disabilities. Continued growth was seen across the numbers availing of the Access Office services throughout the year. The Mature Student Peer Mentoring Programme has now become well established over the past year as a means for mature students to avail of peer support. The Institute continues to accommodate the highest percentage of mature students (24%) than any other IoT. The Pathfinders Programme (Access programme) progressed well during the year. The Sports For Success Program continued to gain momentum increasing participants' year on year. The link with UL via the Shannon Consortium has continued to grow. This year saw the continuation of referral of students to the Adaptive Technology Assessment Centre (ATAC). It is hoped that this referral process will grow in the coming years.

## **Dyslexia Support Tutor**

The Dyslexia Support Office has a key role in the learning objectives of the Institutes 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. With respect to pre-entry students, a marked increase in contact has been noticed particularly relating to queries around support needs. In more complex cases, groundwork meetings within the Institute among students/family/Dyslexia Support Tutor/Academic Representatives are proving essential at pre-entry. As with the Disability support in IT Tralee, the Dyslexia Support Office continues to build strong links across the Shannon Consortium linking in with the Assistive Technology Assessment Centre (ATAC) in UL to provide assessments for IT Tralee students as required. This link has provided information on available tools and equipment which is helping to serve the needs of students with learning differences. With the opening of a designated AT resource room in the new Library and Information Resource building it is planned to grow the equipment on offer and the on-site training which will be available.

## **Chaplaincy**

Pastoral work continued with the addition of an annual walk in Spain. The Chaplain continued with his role on the interview panel for ESF. The Chaplains' main role in pastoral care is to journey with staff and students through the highs and lows of their lives and to place their experiences in a spiritual context. This sets it aside and complements the work of others in Student Services.

The Chaplain provides bereavement support to both staff and students in times of need. In an effort to link in with the first year population the Chaplain took on the role of coach/selector of the Fresher's Football team. This was invaluable, as it allowed interaction with a group of students in a normal, non-crisis situation. The Chaplain continued to develop a relationship with the student accommodation providers within Tralee. This relationship has proved invaluable over the year allowing minor issues to be dealt with at an early stage, preventing unnecessary escalation. The Chaplain also chairs the IT Tralee Charities Committee. The Chaplain is responsible for the management of the Benevolent Fund, providing financial support to students in times of need.

## **Health Centre**

The Health Centre can experience referrals from a variety of individuals/departments. This year has seen the Health Centre continue to develop a working mechanism with the chaplaincy and counsellor to enable refer and cross refer students to each others services. The Health Centre continues to build up linkages with local and national bodies in



the health arena. Student visits to the Health Centre stand at in excess of 2800 for the year. 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.

### **Counselling**

Workshops and group sessions were introduced as a more effective way of meeting the needs of the student body.

Some of the services provided by the counsellor included:

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

The Counselling Service has continued to a "Counsellor in Training" facility, which has allowed for an increased number of students to avail of the Counselling Service. The service continues to maintain and build relationships with outside organisations/agencies.

### **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 recent addition of an all weather synthetic pitch and the completion of new changing facilities during this academic year have proved a significant impetus to the growth of sport. Recreational sport continues to thrive on campus noting an increase in overall participation for the year. 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 develop further sports participation in the Institute.

17 students received sports scholarships with a GAA Munster Bursary being made available to 7 students. The annual Sports Awards evening continues to gain in popularity providing a formal social event where students participating in sport are recognised. The Sports Office continued to contribute articles to the "College Life" section of the Kerryman newspaper.

### **Societies**

The support of societies through the funding of a Societies Officer provides an opportunity for students to develop social and extra-curricular interests outside of their academic pursuits. Societies joined with Sports in hosting a joint Sports and Societies day in both campuses. This encouraged first years to join societies from the beginning of the year. The Societies Officer contributed to weekly articles in the "College Life" section of the Kerryman newspaper. In conjunction with the Chaplain, the Societies Office was instrumental in hosting the all Ireland IT Factor music competition. Focus on developing existing societies continued throughout the year, additional emphasis being placed on developing procedures around the areas of funding and competition application processes. The plan is to build upon this increased activity in societies over the coming years.

### **Careers**

The Careers Fair of the Academic Year 2008/2009 was successful with in excess of 30 employers, companies, organisations and professional bodies represented on the day. Closer relationships continue to be forged with members of Academic Staff relating to links with industry as well as recognising trends in the marketplace. Lecturing staff were consulted with on the development of a Graduate Survey. The report from the survey was presented to the Governing Body and has proved a valuable resource for academic departments when planning and developing new courses.

# Human Resources Report

A number of staff celebrated 25 years service with the Institute.

We also wish to acknowledge and thank two members of staff who retired during the Academic Year 2008/2009.

The following training courses were held during the year with good attendances and feedback from the courses was very positive:

- Change Management

- Defibrillator Training
- Project Management
- Manual Handling
- Handling Grievance
- Retirement Planning Seminar
- Customer Service Course
- Report Writing
- Time, Energy & Organisation Management
- Presentation Skills
- First Aid
- Conflict Management
- Bullying & Harassment Awareness Seminars
- Dreamweaver/Photoshop Training
- Introduction to Power point
- Introduction to Internet & Email
- Introduction to Computers & IT
- AutoCAD Essentials
- Introduction & Intermediate Access
- Supervisory Management
- Introduction & Intermediate Excel
- Intermediate Word
- PDP Review Training



### **Archimedes Programme**

The Archimedes Programme which is funded under the Strategic Innovation Fund delivered a number of Management Programmes to the Institutes Managers during 2008 including:

- Leadership Programme
- Management Development Programme
- Coaching
- HR Programme
- Marketing, PR and Communications
- Influencing and Negotiation Skills

### **Executive Coaching**

An executive coaching programme for managers took place during 2008/2009. The programme was delivered by Humanedge with a number of managers taking part in the programme.

# Financial Report

The financial statements for the year ended 31st August 2009 were certified by the Comptroller & Auditor General on 28th December 2010. 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 €283k to give an accumulated surplus to 31st August 2009 of €4,744k. The current income for the year rose by 6.7% to €37,317k, which included state grants of €20,995k and tuition fees of €6,168k. The current expenditure for the year amounted to €37,034k, which included staff costs of €26,282k. An amount of €465k was allocated from the state recurrent grant to fund capital expenditure.

### **Capital Account**

The college acquired fixed assets totalling €5,794k during the year. The depreciation charge for the year amounted to €2,634k and the net value of tangible assets at 31 August 2009 had increased to €53,146k

### **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

Expenditure Account for the year ended 31st August 2009

	2009 €'000	2008 €'000
<b>Income</b>		
State Grant	20,995	20,745
Tuition Fees	6,168	5,549
Student Registration Charges	1,934	1,651
Amortisation of Deferred Capital Grants	2,634	2,490
Research, Grants and Contracts	2,571	1,870
Other Income	2,598	2,038
Student Support Funding Income recognised	203	225
Interest Income	214	377
	<b>37,317</b>	<b>34,945</b>
<b>Expenditure</b>		
Academic Departments	21,110	20,613
Academic Services	1,838	1,706
Facilities Costs	3,621	2,781
Central Administration and Services	4,192	4,560
Student Services and Amenities	843	714
Research, Grants and Contracts	2,595	1,916
Student Support Funding Income applied	201	225
Depreciation	2,634	2,490
	<b>37,034</b>	<b>35,005</b>
<b>OPERATING (DEFICIT)/SURPLUS</b>	<b>283</b>	<b>(60)</b>
<b>TRANSFERRED TO RESTRICTED RESERVES</b>	<b>(1,018)</b>	<b>(949)</b>
<b>ACCUMULATED SURPLUS AT 1 SEPTEMBER</b>	<b>5,479</b>	<b>6,488</b>
<b>ACCUMULATED SURPLUS AT 31 AUGUST</b>	<b>4,744</b>	<b>5,479</b>



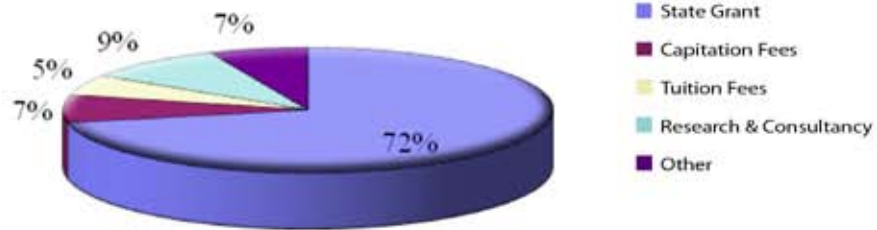
# Institute Of Technology Tralee

Balance Sheet as at 31st August 2009

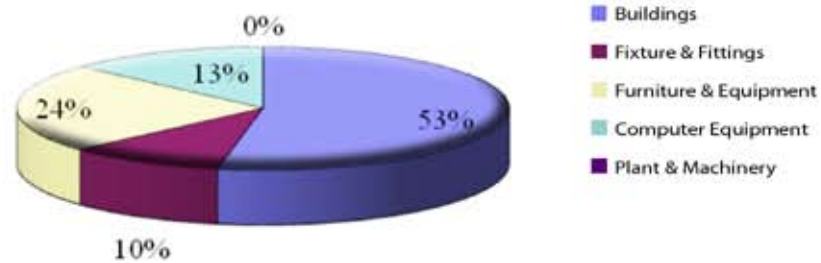
	2009 €'000	2008 €'000
<b>FIXED ASSETS</b>		
Tangible assets	53,146	49,986
<b>CURRENT ASSETS</b>		
Debtors	3,307	1,353
Cash at bank and in hand	10,096	9,299
	<b>13,403</b>	<b>10,652</b>
<b>CREDITORS</b>		
Amounts falling due within one year	(7,134)	(4,305)
<b>NET CURRENT ASSETTS</b>	<b>6,269</b>	<b>6,347</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>59,415</b>	<b>56,333</b>
<b>Represented by</b>		
<b>RESERVES</b>		
Capital Account	53,146	49,986
Restricted Reserve	1,525	868
Income and Expenditure Account	4,744	5,479
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>59,415</b>	<b>56,333</b>



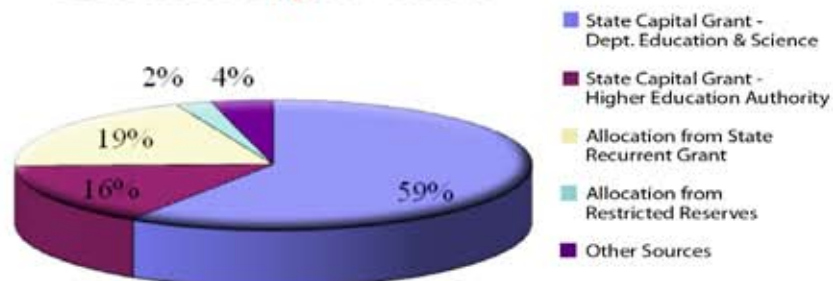
## Income



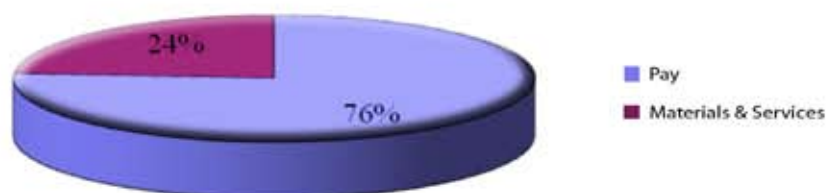
## Capital Expenditure



## 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.

## **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 2009.

(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 2009.

## **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 175.

The total value of invoices of late payments in excess of €317 was €1,060,907

The average number of days delay in payment was 34 days.

## **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

A staff briefing was held by the President on the 1st September 2008 and on the 27th May 2009.

Sir Clive Granger, Nobel Prize winner in Economics visited the Institute on the 8th September 2008.

The new student crèche located on the North Campus opened on September 2008 and is now operational and an important addition to the Institute's student support services.

International Student Orientation Day was held on September 12th – 184 students from 14 countries were introduced to the Institute.

Ms. Mary Coughlan, Tanaiste and Minister for Enterprise, Trade and Employment, paid a brief visit to the Institute on the 18th September following an event at Aetna, Castleisland to announce 70 new jobs.

The Young Entrepreneur Programme was held in the Brandon Hotel on the 24th September 2008 which was attended by 950 second level and ITT students. The keynote speaker was Mr. Denis O'Brien of Digicell.

Careers Day was held on the 8th October with 30 businesses and organisations participating.

The Department of Humanities and Social Studies hosted a seminar on "Community Funding" in conjunction with Irish Rural Link on the 9th October in the Solás Building. Colm O'Doherty and Pat McGarty gave presentations at the event which was attended by a wide range of community groups in the region.

The Institutes Conferring Ceremony was held on Friday, 24th October 2008. A total of 1,227 graduates were conferred on the day.

The annual audit by the Comptroller & Auditor General commenced on the 29th October 2008. There were four auditors on site and it took three weeks to complete.

The Institute was featured on RTE's Nationwide on Friday, 7th November 2008.

The Adapted Physical Activity Conference was held in Killarney on the 17th and 18th November 2008.

Open Day was held on the 17th November 2008.

Professor Andrew Fire Nobel Prize winner in Physiology in Medicine visited the Institute on the 11th December 2008.

On the 5th and 6th of December the Young Agricultural Engineers Society braved the bad weather and held a tractor drive from Tralee to Roscommon. All proceeds from this event went to the All Ireland Air Ambulance Fund. Congratulations to all those involved.

The Students ran their Road Safety Campaign in February 2009. They also had a campaign to raise awareness of depression and that help is available.

The Student Union Elections were held on the 31st March 2009.

The Mammalian Cell Culture research facility opened on the South Campus. It was funded as part of the €3m project awarded to the Shannon Applied Biotechnology Centre operated jointly by ITT and Limerick IT.

A very successful awards evening under YEP was held in the Malton Hotel Killarney on the 30th April. The fifteen finalists included four students from ITT. The Chairman of the HEA, Michael Kelly, attended the event. The initiative was supported by the HEA's Strategic Innovation Fund. Congratulations to the organising team and to the staff who mentored the students in the programme.

The Scifest 2009 event took place at the Institute on Wednesday, 6th May 2009. Projects received represented second level schools throughout Kerry. Local winners of the BT Young Scientist exhibition also show-cased their winning projects on the day. There was a selection of science and engineering talks as well as demonstrations and a prize-giving ceremony on the day. In total 252 teachers, guests and students were in attendance on the day.

An accreditation panel from Engineers Ireland visited the Institute on 27th & 28th April 2009. Accreditation of Civil Engineering courses was given for a five year period. Mechanical Engineering, Production Engineering and Mechanical & Electronic Engineering courses received accreditation for a three year period.