



(Author)

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(Title of Item)

Dual Awards - Conducting Due Diligence of Participating Institution's Curriculum

Due Diligence

Dual Awards - Conducting Due Diligence of Participating Institution's Curriculum

A **Memorandum of Understanding (MoU)** between relevant participating institutions is agreed and signed in the first instance.

Articulation Agreement – Email Academic Secretary - Paul O'Donovan at paulodonovan@ucc.ie **Dual Awards** -The granting of separate awards for the same programme by two degree-awarding bodies who have jointly delivered the programme of study leading to them (e.g. 2 + 2 BSc (Hons) Risk Actuarial Studies) (*as distinct from referring to these awards as Joint Degrees/Awards*).

1. A Dual Award may result in the establishment of a new programme in UCC or may involve entering into a collaborative agreement involving an existing approved UCC award.

2. Who Conducts Due Diligence of the Curriculum

- (a) Where a new programme is being established due diligence should be carried out during stage 2 of the programme approval process in UCC and will fall primarily under the remit of the External Assessors who are members of the Programme Approval Panel (PAP) e.g. BSc Hons Risk Actuarial Studies
- (b) Where the dual award involves an existing degree (e.g. SRM University – BSc Biochemistry/BSc Genetics (2+2 between UCC and SRM University, Chennai, India) due diligence is the responsibility of the lead College. In this regard a review of the curriculum will be undertaken by the programme team, in consultation with existing subject external examiners for the programme, who will report to the relevant College.
- (c) The PAP or Programme Team will have the academic expertise required to review the content and standard of the participating institution's curriculum and should ensure its appropriate fit with the programme of study to be undertaken at UCC.

3. What Curriculum Documentation should be available to the PAP/Programme Team to conduct Due Diligence of the Participating Institution's Curriculum?

3a Curriculum Documentation Required from Participating Institution to include:

- (i) Statement of Programme Learning Outcomes achieved by student at the end of their programme of study in the participating institution;
- (ii) Full descriptions for all core modules plus module titles in the case of elective /optional modules
- (iii) Programme Marks and Standards, or equivalent
- (iv) Sample Examination Papers for each year of the programme

The Programme Team is responsible for ensuring that all of the above documentation is translated into English and for ensuring that there are no inaccuracies between the English and the original language versions

3b The report from either the Programme Approval Panel (where a new programme is being established) or the College (where an existing programme is involved) should outline the curriculum review process undertaken, summarising what elements of the participating institution's curriculum was reviewed and a recommendation that the participating institution's curriculum is equivalent to e.g. the first two years of the relevant UCC programme. The report should also comment on any language requirements for the programme, as well as any other entry requirements that should be satisfied.

4. Due Diligence Report

The final report of either the PAP (where a new programme is being established) or the College Report (in the case of an existing programme) along with curriculum documentation from the participating institution should be held in the College Office and the Office for Academic Programmes and Regulations.

5. Review of Changes to the Participating Institution's Curriculum

Changes to the participating institution's and UCC's Curriculum should be reviewed annually by the College to confirm that it meets with the original requirements and remains

equivalent to the relevant UCC curriculum (e.g. the first two years of the relevant UCC programme).

6. Periodic Review of Programmes

All UCC programmes are subject to periodic review in accordance with the UCC schedule for same.

Ms. Majella O'Sullivan, College of Arts, Celtic Studies and Social Sciences

Ms. Marita Foster, Deputy Director, International

Ms. Eleanor Fouhy, Head, Office for Academic Programmes and Regulations