

Report of Validation Panel

Date of Meeting: May 14th 2019

Award Type:	Bachelor of Science (Honours)
Programme Title:	Bachelor of Science (Honours) in Automotive Business Management and Technology
Award Class:	Major
NFQ Level:	8
Intakes Commencing:	September 2019
ECTS/ACCS Credits:	240
Embedded Award:	

PANEL MEMBERS

Name / Function / Institution
Dr Roisin Murray, Head of Transport Engineering, TU Dublin (City Campus) (Chair)
Dr Philip Ryan, Head of Mechanical and Automobile Engineering, Limerick IT
Jayne O'Discoll, Group Head of Training, Volkswagen Group Ireland
Paul O'Sullivan, Sales Director, Henry Ford & Son Ltd
Dr Pio Fenton, Internal panel member

PROPOSING TEAM MEMBERS

Name / Function / Department
Dr Michael J. O'Mahony, Head of Process, Energy and Transport Engineering
Clive Atkinson, Lecturer, Dept of Process, Energy and Transport Engineering
Pat O'Shaughnessy, Lecturer, Dept of Process, Energy and Transport Engineering
Brian Nixon, Lecturer, Dept of Process, Energy and Transport Engineering
Efca Van Heerren, Lecturer, Dept of Process, Energy and Transport Engineering
Richard A. Kearney, Lecturer, Dept of Process, Energy and Transport Engineering
John Buckley, Lecturer, Dept of Process, Energy and Transport Engineering
Adrian T. O'Connor, Lecturer, Dept of Mathematics
Maria Cullinane, Lecturer, Dept of Mechanical, Biomedical and Manufacturing Engineering
Martina Mercer, Lecturer, Dept of Organisational and Professional Development
Finbarr Sheehan, Lecturer, Dept of Organisational and Professional Development
Karen McCarthy, Lecturer, Dept of Marketing and International Business
Maurice Murphy, Lecturer, Dept of Management and Enterprise

BACKGROUND TO THE PROPOSED PROGRAMME

Findings of the Panel

*NOTE: In this report, the term “**Requirement**” is used to indicate an action or amendment which in the view of the Panel **must be undertaken** prior to commencement of the programme, as a **condition of validation**.*

*The term “**Recommendation**” indicates an item to which the Institute, academic unit or programme board should give serious consideration. Normally it is expected that recommendations will be implemented as soon as possible. Progress will be monitored and will be discussed in programmatic review.*

The Panel has considered the documentation provided and has discussed the programme with the proposers. Based on this, the Panel has arrived at a number of Findings, Requirements and Recommendations as follows.

1. Programme-Level Findings

1.1 NEED FOR THE PROGRAMME

Validation Criterion: Is there a convincing need for the programme with a viable level of applications?

Overall Finding: Yes

Findings:

1. The panel commended the team and department for taking a proactive approach to meeting the needs of industry – all of the panel recognize the need for better qualified students and are confident they can be well served by this programme.
2. It was agreed that there was positive engagement with the lecturing team (including service-in lecturers) and in defense of the programme they represented their efforts well. This was underpinned by national awareness of what is going on sectorally in the education landscape and in the automotive industry.

1.2 AWARD

Validation Criterion: Are the level and type of the proposed award appropriate?

Overall Finding: Yes, subject to certain Requirements and/or Recommendations

Requirements:

1. The name of the Programme must be changed to better reflect content, intention and the balance between management and technology. The panel strongly believes that the word “Strategic” should not be used for various reasons.

1.3 LEARNING EXPERIENCE

Validation Criterion: Is the learning experience of an appropriate level, standard and quality overall?

Overall Finding: Yes, subject to certain Requirements and/or Recommendations

The proposed Programme Outcomes as presented to the Panel are attached as Appendix 1.

Findings, requirements and recommendations concerning individual modules (if any) are recorded in Section 3 below.

Findings: The Department clearly has the learning experience at the heart of Programme Design.

Requirements:

1. A Work Placement Handbook must be developed that allows for clarity for students and should incorporate an agreement with employers around the nature of roles and duties to be undertaken. The value of mentorship within the placement should feature prominently in placements and the associated handbook.
2. The panel strongly supported the inclusion of an Automotive Specific module for Maths in Semester 1 and believe that this is best affected by the inclusion of Automotive Maths as opposed to Tech Maths 1.

Recommendations:

1. A number of panelists would suggest there should be a greater emphasis on business throughout the programme than on the technology. The programme might be more technical than the title suggests and this could be a barrier to entry in year 1 (from a perspective of attracting a gender balance). This may be considered in the context of requirements listed elsewhere.
2. Consider putting in some placement prep in Year 2 in order to help getting placement. This could take the form of workshops.

1.4 PROGRAMME STRUCTURE

Validation Criterion: Is the programme structure logical and well designed (including procedures for access, transfer and progression)?

Overall Finding: Yes, subject to certain Requirements and/or Recommendations

Findings: Some existing modules can be considered as part of the next Programmatic Review with respect to content and titles.

Requirements:

1. The panel agreed that the programme needs more emphasis on the business modules in Year 1 and that these should act as a foundation stone of activity later in the programme. In particular marketing, management and HR with a non-context specific delivery should be covered extensively. The programme team are asked to consider the sequencing of business modules with input from

School of Business Head of Departments (this will assist in ensuring that resourcing can be managed effectively also).

2. The validation panel asks that an alternative to placement in Year 3 (maybe a community based project of some sort or similar) be put in place so as to allow for challenging circumstances that may arise from time to time.

Recommendations:

1. Review the number of Hours per week for work placement. We suggest a band between 35 and 42.

1.5 PROGRAMME MANAGEMENT

Validation Criterion: Are the programme management structures adequate?

Overall Finding: Yes

Findings: We believe the team has the capacity to successfully launch and run this programme. The management of the Level 7 and Level 8 programme together

1.6 RESOURCE REQUIREMENTS

Validation Criterion: Are the resource requirements reasonable?

Overall Finding: Yes

The Panel was assured on behalf of the President and Head of Faculty/College/School that appropriate resources in terms of staffing and facilities will be put in place when the programme is validated.

1.7 IMPACT ON THE INSTITUTE

Validation Criterion: Will the impact of the programme on the Institute be positive?

Overall Finding: Yes

Findings:

1. The partnership with CDK is very positive and will prove an asset to the department, CIT and its graduates in the coming years.

2. Module-Level Findings

2.1 ALL MODULES

Requirement: Any revisions to Module Descriptors or Semester Schedules made to address the recommendations and requirements in this validation panel report require sign-off from the CIT Module Moderator and the Registrar's Office prior to approval by the CIT Academic Council.

Requirements:

1. The assessment of Automotive Sales Process (AUTO6017) module needs to be at least 50% role play or similar. This module should not have a final/terminal exam.
2. Rename the Tourism Finance module – Tour8010 – consider a new module to be developed by the Department of Accounting & Information Systems.

Recommendations:

1. Consider change of name of Interpersonal Skills (AUTO7003) modules to better reflect the titles.
2. Update title of Auto Projects (AUTO8009, AUTO8010) to reflect the activity within them more clearly. Consider ensuring that the project in Year 4 has a business context primarily of a practical nature including some independent research. The latter is strongly recommended.
3. AUTO8011 Incorporate guidance elsewhere in this report
4. DMS Strategic Management This module is highly valuable – an emphasis must be put on data quality and process here. This should serve as a base refresher which will link into KPI & CRM Analysis. A constant issue seen in Dealerships is the information. it is recommended that module resources (such as reading resources etc.) be included in the module descriptor. Also, could we request clarification on the workload and total weekly contact hours specified in the module descriptor. It is stated that the workload comprises 1 hour per week of directed learning and 2 hours per week of lab work, however, it is then stated that the total weekly contact hours = 2. Is the lab work not classified as contact time or is there an error in the module descriptor in terms of the details regarding workload.
5. With respect to the Auto Industry Entrepreneurship module and the indicative content, could the topic of leadership be included here or at some stage in year 1 where the fundamentals of Management is considered.
6. All other modules reviewed for content with no issues raised regarding their appropriateness.

3. Conclusion

Based on the above findings, the Panel has arrived at the following Conclusions:

- The Programme meets the required standards for an award in its field of study at Level 8 of the National Framework of Qualifications.
- The Programme meets the criteria for validation of a new programme adopted by the Academic Council of Cork Institute of Technology.

The Panel therefore recommends that the Programme be validated for five academic years, or until the next programmatic review, whichever is soonest, subject to implementation of the Requirements above, and with due regard to the Recommendations made.

Implementation of Requirements and Recommendations

1. IMPLEMENTATION OF PANEL REQUIREMENTS

Requirement(s)	Department Response
<p>1.2 AWARD</p> <p>The name of the Programme must be changed to better reflect content and intention and the balance between management and technology. The panel strongly believes that the word “Strategic” should not be used for various reasons.</p>	<p>Following on from a requirement of the Validation Panel we have surveyed TY students who were on site last week as part of the Engineers Ireland Steps Programme.</p> <p>We got 18 Female respondents and 47 Male, 65 in total.</p> <p>There is a very distinct difference between the males and females, with females showing a clear and strong preference for the word strategic (the males rated this as their 4th choice). Based on the data, a happy medium would be to stick what we proposed in the panel visit “Automotive business management and technology”. This title showed the most “attractiveness” overall between males and female respondents.</p> <p>The proposed title is therefore:</p> <p>Bachelor of Science (Hons) in Automotive Business Management and Technology</p> <p>This title was suggested to the Validation Panel and met with their approval.</p>
<p>1.3 LEARNING EXPERIENCE</p> <p>Requirements:</p> <ol style="list-style-type: none"> 1. A Work Placement Handbook must be developed that allows for clarity for students and should incorporate an agreement with employers around the nature of roles and duties to be undertaken. The value of mentorship within the placement should feature prominently in placements and the associated handbook. 	<p>Will be completed shortly by Clive Atkinson; Programme coordinator.</p>
<ol style="list-style-type: none"> 2. The panel strongly supported the inclusion of an Automotive Specific module for Maths in Semester 1 and believe that this is best affected by the inclusion of Automotive Maths as opposed to Tech Maths 1. 	<p>The Auto Maths module on the existing Level 7 programme (MATH6001 Automotive Mathematics (Approved)) will be used in Semester 1 of the of the proposed programme.</p>

<p>Recommendations:</p> <p>1. A number of panelists would suggest there should be a greater emphasis on business throughout the programme than on the technology. The programme might be more technical than the title suggests and this could be a barrier to entry in year 1 (from a perspective of attracting a gender balance). This may be considered in the context of requirements listed elsewhere.</p>	<p>A new module has been written on Management and Marketing Principles.</p> <p>Auto Science 2 has been removed from Semester 4. This reduces the technical/scientific content. CTEC6002 Automotive Communications & IT (Approved) is now in Stage 2. The new introductory Business/Marketing/ module is now in Semester 2.</p>
<p>2. Consider putting in some placement preparation in Year 2 in order to help getting placement. This could take the form of workshops.</p>	<p>Auto Science 2 has been removed from Semester 4 and CTEC6002 Automotive Communications & IT (Approved) is now in Stage 2. Additional guest lecturer presentations by recruitment consultants will be provided in advance of Work Placement.</p>
<p>1.4 PROGRAMME STRUCTURE</p> <p>Requirements:</p> <p>1. The panel agreed that the programme needs more emphasis on the business modules in Year 1 and that these should act as a foundation stone of activity later in the programme. In particular marketing, management and HR with a non-context specific delivery should be covered extensively. The programme team are asked to consider the sequencing of business modules with input from School of Business HoDs (this will assist in ensuring that resourcing can be managed effectively also).</p>	<p>A new module has been written on Management and Marketing Principles.</p> <p>Auto Science 2 has been removed from Semester 4. This reduces the technical/scientific content. CTEC6002 Automotive Communications & IT (Approved) is now in Stage 2. The new introductory Business/Marketing/ module is now in Semester 2.</p> <p>The School of Business has reviewed the sequencing of business modules and has found it to be correct with the inclusion of the module referred to above.</p>
<p>2. The validation panel asks that an alternative to placement in Year 3 (maybe a community based project of some sort or similar) be put in place so as to allow for challenging circumstances that may arise from time to time.</p>	<p>Module descriptor updated:</p> <p>The learner will undertake a relevant work placement of no less than 10 weeks (50 days) duration in an appropriate business within the automotive sector. The placement will familiarise the learner with work practices in their chosen area and provide them with an opportunity to apply theoretical knowledge and practical skills gained throughout their programme. The placement is supported by a member of academic staff in CIT along with a workplace mentor. <i>(NOTE: Where circumstances dictate, a community based project may substitute for work placement as agreed by programme board on a case by case basis)</i></p>

<p>Recommendation:</p> <ol style="list-style-type: none"> 1. Review the number of Hours per week for work placement. We suggest a band between 35 and 42. 	<p>Module descriptor has been updated:</p>
<p>Module-Level Findings</p>	
<p>Requirements:</p> <ol style="list-style-type: none"> 1. The assessment of Automotive Sales Process (AUTO6017) module needs to be at least 50% role play or similar. This module should not have a final/terminal exam. 	<p>Module updated in line with requirement</p>
<ol style="list-style-type: none"> 2. Rename the Tourism Finance module – Tour8010 – consider a new module to be developed by the Department of Accounting & Information Systems. 	<p>Module updated/renamed TOUR8010: Advanced Business Finance</p>
<p>Recommendations:</p> <ol style="list-style-type: none"> 1. Consider change of name of Interpersonal Skills (AUTO7003) modules to better reflect the titles. 2. Update title of Auto Projects (AUTO8009, AUTO8010) to reflect the activity within them more clearly. Consider ensuring that the project in Year 4 has a business context primarily of a practical nature including some independent research. The latter is strongly recommended. 3. AUTO8011 Incorporate guidance elsewhere in this report 4. AUTO9011 This module is highly valuable – an emphasis must be put on data quality and process here. This should serve as a base refresher which will link into KPI & CRM Analysis. A constant issue seen in Dealerships is the information. it is recommended that module resources (such as reading resources etc.) be included in the module descriptor. Also, could we request clarification on the workload and total weekly contact hours specified in the module descriptor. It is stated that the workload comprises 1 hour per week of directed learning and 2 hours per week of lab work, however, it is then stated that the total weekly contact hours = 2. Is the lab work not 	<ol style="list-style-type: none"> 1. Title change will be addressed in Programmatic Review next year. 2. Title change will be addressed in Programmatic Review next year. The recommendation regarding ensuring that the project in Year 4 has a business context primarily of a practical nature including some independent research will be a criterion for project suitability selection. 3. Completed 4. Response: Module resources and workload have been updated in line with recommendation.

<p>classified as contact time or is there an error in the module descriptor in terms of the details regarding workload.</p> <p>5. With respect to the Auto Industry Entrepreneurship module and the indicative content, could the topic of leadership be included here or at some stage in year 1 where the fundamentals of Management is considered.</p>	<p>5. Included in new Management and Marketing Principles module in Year 1</p> <p>LO5 Describe the types of controls and leadership activities involved in running an effective business.</p>
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APPENDIX 2 – SEMESTER SCHEDULES

<i>Stage 1 / Semester 1</i>									
Mod Code	Module Title	Co-ordinator	Level	Credits	FT Contact Hours	PT Contact Hours	Course Work	Formal Exam	Exam
AUTO6004	Engine Technology (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	4.00	4.00	30.0	70.0	
AUTO6025	Garage Practice (Engines) (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	5.00	5.00	100.0	0.0	
AUTO6002	Auto-electrical Fundamentals (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	4.00	0.00	30.0	70.0	
MATH6001	Automotive Mathematics (Approved)	David Goulding	Fundamental	5.0	7.00	4.00	40.0	60.0	
CMOD6001	Creativity Innovation&Teamwork (Approved)	Marese Bermingham	Fundamental	5.0	3.00	0.00	100.0	0.0	
AUTO6007	Automotive Administration (Pending Approval)	MICHAEL J O MAHONY	Fundamental	5.0	3.00	3.00	30.0	70.0	
Stage 1 / Semester 2									
Mandatory									
Mod Code	Module Title	Co-ordinator	Level	Credits	FT Contact Hours	PT Contact Hours	Course Work	Formal Exam	Exam
AUTO6008	Vehicle Dynamics (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	4.00	4.00	30.0	70.0	
AUTO6003	Automobile Electrical Circuits (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	4.00	4.00	30.0	70.0	
AUTO6006	Automotive Science (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	4.00	4.00	100.0	0.0	
AUTO6024	Garage Practice (Chassis) (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	5.00	5.00	100.0	0.0	
MRKT6023	Management and Marketing (Pending Approval)	Pio Fenton	Fundamental	5.0	3.00	2.00	30.0	70.0	
Elective									
MRKT6022	Digital Marketing & Analytics (Approved)	Pio Fenton		Fundamental	5.0	3.00	2.00	100.0	0.0
FREE6001	Free Choice Module (Approved)	PAUL GALLAGHER		N/A	5.0	4.00	0.00	50.0	50.0

Stage 2 / Semester 1

Mandatory									
Mod Code	Module Title	Co-ordinator	Level	Credits	FT Contact Hours	PT Contact Hours	Course Work	Formal Exam	
AUTO6011	Automotive Electronics (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	4.00	4.00	30.0	70.0	
AUTO6031	Automotive Technology (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	4.00	4.00	30.0	70.0	
AUTO6016	Motor Dealer Service Dept (Pending Approval)	MICHAEL J O MAHONY	Fundamental	5.0	3.00	3.00	30.0	70.0	
MATH6007	Business Statistics and Maths (Approved)	David Goulding	Fundamental	5.0	3.00	3.00	100.0	0.0	
AUTO6021	HGV Technology (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	4.00	0.00	100.0	0.0	
Elective									
FREE6001	Free Choice Module (Approved)	PAUL GALLAGHER	N/A	5.0	4.00	0.00	50.0	50.0	
AUTO6032	Sustainable Road Transport (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	3.00	3.00	40.0	60.0	

Stage 2 / Semester 2

Mandatory									
Mod Code	Module Title	Co-ordinator	Level	Credits	FT Contact Hours	PT Contact Hours	Course Work	Formal Exam	
AUTO6020	Accounting For Automotive Apps (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	4.00	3.00	30.0	70.0	
AUTO6017	Automotive Sales Processes (Draft)	MICHAEL J O MAHONY	Fundamental	5.0	3.00	3.00	100.0	0.0	
AUTO6013	Electronic System Diagnostics (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	4.00	0.00	50.0	50.0	
AUTO7001	Motor Dealer Parts Dept. (Pending Approval)	MICHAEL J O MAHONY	Intermediate	5.0	3.00	3.00	30.0	70.0	
INFO6021	Business Info Technology (Approved)	DON CROWLEY	Fundamental	5.0	3.00	2.00	100.0	0.0	
CTEC6002	Automotive Communications & IT (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	4.00	4.00	100.0	0.0	

Stage 3 / Semester 1

Mandatory								
Mod Code	Module Title	Co-ordinator	Level	Credits	FT Contact Hours	PT Contact Hours	Course Work	Formal Exam
AUTO7011	Automotive Diagnostic Systems (Approved)	MICHAEL J O MAHONY	Intermediate	5.0	4.00	3.00	100.0	0.0
AUTO7009	Vehicle Technologies (Approved)	MICHAEL J O MAHONY	Intermediate	5.0	4.00	4.00	30.0	70.0
LEGS7003	Introductory Law for Transport (Approved)	MICHAEL J O MAHONY	Intermediate	5.0	3.00	2.00	30.0	70.0
AUTO7010	Dealer Management Software (Approved)	MICHAEL J O MAHONY	Intermediate	5.0	4.00	4.00	100.0	0.0
ACCT7007	Business Finance (Approved)	DON CROWLEY	Intermediate	5.0	4.00	2.00	30.0	70.0
Elective								
MGMT7022	Web Publishing (Approved)	DON CROWLEY	Intermediate	5.0	4.00	2.00	100.0	0.0
AUTO6030	Vehicle Design & Production (Approved)	MICHAEL J O MAHONY	Fundamental	5.0	3.50	3.50	100.0	0.0
FREE6001	Free Choice Module (Approved)	PAUL GALLAGHER	N/A	5.0	4.00	0.00	50.0	50.0

Stage 3 / Semester 2

Mandatory								
Mod Code	Module Title	Co-ordinator	Level	Credits	FT Contact Hours	PT Contact Hours	Course Work	Formal Exam
AUTO7003	Interpersonal Skills (Approved)	MICHAEL J O MAHONY	Intermediate	5.0	3.00	3.00	100.0	0.0
AUTO7013	Research & Report Writing (Approved)	MICHAEL J O MAHONY	Intermediate	5.0	4.00	4.00	100.0	0.0
AUTO8011	Work Placement (Draft)	MICHAEL J O MAHONY	Intermediate	20.0	0.00	0.00	100.0	0.0

Stage 4 / Semester 1

Mandatory

Mod Code	Module Title	Co-ordinator	Level	Credits	FT Contact Hours	PT Contact Hours	Course Work	Formal Exam
LEGS8010	Automotive Industry Law (Pending Approval)	MICHAEL J O MAHONY	Advanced	5.0	3.00	3.00	30.0	70.0
AUTO8009	Auto / Transport Project 1 (Approved)	MICHAEL J O MAHONY	Advanced	5.0	0.50	0.50	100.0	0.0
AUTO8006	Vehicle & Transport Safety (Pending Approval)	MICHAEL J O MAHONY	Advanced	5.0	3.00	3.00	30.0	70.0
AUTO7005	Auto Industry Management (Approved)	MICHAEL J O MAHONY	Intermediate	5.0	3.00	0.00	30.0	70.0
MECH7020	Franchise Dealer Operations (Approved)	MICHAEL J O MAHONY	Intermediate	5.0	3.00	3.00	40.0	60.0
Elective								
AUTO7019	Sustainable Vehicle Technology (Approved)	MICHAEL J O MAHONY	Intermediate	5.0	4.00	4.00	100.0	0.0

Stage 4 / Semester 2

Mandatory

Mod Code	Module Title	Co-ordinator	Level	Credits	FT Contact Hours	PT Contact Hours	Course Work	Formal Exam
AUTO8002	Automotive Quality & Lean (Approved)	MICHAEL J O MAHONY	Advanced	5.0	3.00	3.00	30.0	70.0
AUTO8012	Auto Industry Entrepreneurship (Pending Approval)	MICHAEL J O MAHONY	Advanced	5.0	3.00	3.00	30.0	70.0
AUTO8001	Automotive Marketing Practices (Approved)	MICHAEL J O MAHONY	Advanced	5.0	3.00	0.00	30.0	70.0
AUTO8010	Auto / Transport Project 2 (Approved)	MICHAEL J O MAHONY	Advanced	5.0	0.50	0.50	100.0	0.0
AUTO8013	DMS Strategic Analysis (Pending Approval)	MICHAEL J O MAHONY	Advanced	5.0	3.00	3.00	100.0	0.0
TOUR8010	Advanced Business Finance (Approved)	Noel Murray	Advanced	5.0	4.00	1.50	30.0	70.0

APPENDIX 3 – PANEL TIMETABLE

Validation Panel for :

BSc (Hons) in Automotive Strategic Management and Technology

Date: **Tuesday 14 May 2019**

Venue: **Meeting Room B287 CIT Bishopstown, B Block**

Panel Timetable

Time	Session
9:30 am - 9:45 am	Panel Introductions (tea & coffee)
9:45 am - 10:00 am	Private Panel meeting with Registrar's Office
10:00 am - 11:15 am	Panel Session 1 - need for programme; programme management arrangements; resourcing & facilities; impact; award level and type; access, transfer & progression
11:15 am - 11.30 am	Break (tea & coffee) Panel Members
11:30 pm - 1:00 pm	Panel Session 2 - programme structure, learning experience (incl. individual modules)
1 pm - 2 pm	Lunch (<i>Bistro</i>) - Panel Members
2 pm - 3:00 pm	Additional meeting with Programme Team (if required) and Close-out meeting
3:00 pm - 3.10 pm	Brief feedback to proposers