

1. Document Details

Title:	Supplement to Regulations (Marks & Standards) for Modules and Programmes
Editor(s):	Office of the Registrar & Vice-President for Academic Affairs
This Version Number:	2.0
Status:	Approved
Effective Date:	4 December 2020
Review Date:	September 2021

Important Note: If the 'Status' of this document reads 'Draft', it has not been finalised and should not be relied upon.

2. Revision History

Version Number	Revision Date	Summary of Changes	Changes tracked?
2.0	14 October 2020	General revisions to Sections 5, 7, 8, and 10, particularly in light of the adoption of a blended academic delivery model for Academic Year 2020-2021. Removal of Subsection 11.2(b) – <i>Progression (Amendment of Subsection 5.13)</i> Removal of Subsubsection 11.2(c)(ii) – <i>Consideration of borderline cases at award stage specifically</i> Renumbering of subsections in Section 11.	

3. Relevant/Related Existing Internal Documents

CIT	September 2018	Cork Institute of Technology Regulations for Modules & Programmes (Marks and Standards), Version 6.0 (1 September 2018)
Registrar & VP for Academic Affairs	March 2020 (or date of latest update)	<i>CIT Continuity Plan for Teaching, Learning & Assessment Version 1.0</i> (or latest version of arrangements for teaching, learning & assessment due to COVID-19)

4. Relevant/Related Existing External Documents

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5. Consultation History

This document has been prepared in consultation with the following bodies/functions:

Academic Council, Executive Committee of Academic Council, Regulations Committee of Academic Council
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6. Approvals

This document requires following approvals (in order where applicable):

Name	Date	Details of Approval Required
Academic Council	18 November 2020	Version 2.0 approved by Academic Council.
Governing Body	3 December 2020	Version 2.0 approved by Governing Body.

7. Purpose

This document contains time-limited supplementary regulations ('marks & standards') for modules and programmes. These supplementary regulations will apply from the approval of the Institute's *Continuity Plan for Teaching, Learning & Assessment* to the end of the academic year 2020/2021, unless approval is extended by Governing Body on the recommendation of Academic Council.

8. Scope

These supplementary regulations relate to the assessment of modules and taught programmes leading to CIT awards at levels 6, 7, 8 and 9 of the National Framework of Qualifications (NFQ). They apply during the lifespan of the Institute's *Continuity Plan for Teaching, Learning & Assessment* to the end of the academic year 2020/2021, unless approval is extended by Governing Body on the recommendation of Academic Council.

The parent policy for this document is the CIT [Regulations for Modules and Programmes \(Marks and Standards\), Version 6.0 \(1st September 2018\)](#)¹ adopted by Governing Body as the rules governing the operation of all assessments conducted by the Institute. The provisions of the parent policy continue to apply in full except where specifically and explicitly varied or further detailed by this supplement.

9. Audience

All candidates for assessment and examination and all members of CIT staff involved in the conduct or administration of assessment and examination are required to familiarise themselves with the supplementary regulations set out in this supplement. This supplement is available in the Library, on Workvivo and on the Institute's website (www.cit.ie).

¹ Cork Institute of Technology Regulations for Modules & Programmes, Version 6.0, 1 September 2018
<https://www.cit.ie/contentfiles/president/Regulations%20for%20Modules%20and%20Programmes%20Version%206.0.pdf>

10. Principles

The COVID-19 pandemic is an unexpected and unprecedented global public health challenge which has not only disrupted Institute routine but has also had significant impact on the lives of students and staff alike. At this time, there is still no certainty as to how long this challenge will last.

Arising from the various public health measures which continue in place following a first period of closure of all Institute campuses from Friday 13th March 2020, it has been necessary to continue to suspend standard delivery mechanisms and to put arrangements for a blended academic delivery model in place for the academic year 2020/2021. Such arrangements have been developed in accordance with the Institute's *Continuity Plan for Teaching, Learning & Assessment*, the overall goal of which is to provide learners with the maximum opportunity to accumulate credit by the end of the current academic year, while adhering to all relevant CIT academic quality assurance and health & safety standards.

The CIT *Continuity Plan for Teaching, Learning & Assessment* and associated departmental plans have been developed and are being implemented in accordance with CIT's Quality Assurance Framework, including the Institute's [Regulations for Modules and Programmes \(Marks & Standards\)](#)².

In accordance with national legislation and policy and international best practice, these regulations aim to set out assessment procedures which are fair and consistent at the same time as they safeguard the academic rigour which underpins and guarantees the standard and reputation of CIT awards.

CIT acknowledges the very significant impact which the crisis arising from the COVID-19 pandemic has had on student and staff life since March 2020. The Institute is also cognisant of the degree to which the move to a blended academic delivery model may have impacted on student experience, and of the challenges for students and staff alike in moving to remote assessment.

As already expressed in the *Regulations for Modules & Programmes*, the Institute will continue to "make every effort to assist and support all learners, including those with learning difficulties" (p.5). Notwithstanding this, all supplementary regulations and guidelines set out in this document continue to fully comply with and uphold the fundamental principle that "marks (and consequently credit) are only awarded upon demonstration of learning achieved" (ibid.).

The above considerations have informed the development and approval of these Supplementary Regulations for Modules and Programmes (Marks & Standards) for the academic year 2020/2021.

² Cork Institute of Technology Regulations for Modules & Programmes
<https://www.cit.ie/contentfiles/president/Regulations%20for%20Modules%20and%20Programmes%20Version%206.0.pdf>

11. Supplementary Regulations (Marks & Standards)

The following supplementary regulations are to be read in conjunction with the Institute's *Regulations for Modules and Programmes (Marks and Standards), Version 6.0 (1st September 2018)*.

11.1 Supplementary Regulation Relating to Section 4 (Module Regulations)

Consideration of General Extenuating Circumstances by the Module Examination Board

The Module Examination Board (MEB) will carefully consider the impact of:

- a. the COVID-19 crisis; and
- b. the changed format of teaching, learning and assessment

on candidate performance during this period.

11.2 Supplementary Regulations Relating to Section 5 (Programme Regulations)

a) Consideration of General Extenuating Circumstances by the Progression & Awards Board

While the Progression & Awards Board (PAB) may not change the marks allocated by a MEB, its decisions on issues to do with progression and awards should take account of the impact of:

- a. the COVID-19 crisis; and
- b. the changed format of teaching, learning and assessment

on candidate performance during this period.

b) Classification of Stage and Award Results (Supplement to Subsection 5.11.4)

As set out in the *Regulations for Modules and Programmes (Marks & Standards)*, the PAB may, in exceptional circumstances, reclassify the stage result of a candidate who does not meet the required criteria but who constitutes a borderline case. The decision with regard to borderline cases shall have due regard to the guidelines issued by the Institute. In addition to these, the following supplementary provisions shall apply to the classification of stage and award results during the 2020/2021 assessment period:

i. Range for consideration of borderline cases – all stages

Institute guidelines for these two examination sessions will be amended in order to increase the range for consideration of borderline cases by 0.5%.

12. Responsible Officer(s)

This policy is maintained by the Office of the Registrar & Vice-President for Academic Affairs.