PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Thursday 12 September 2019 at 9:30am

Boardroom, QQI Offices, 26/27 Denzille Lane, Dublin 2

Note of the 42nd meeting of the QQI Programmes and Awards Executive Committee held in the Boardroom, QQI, 26/27 Denzille Lane, Dublin 2, at 9:30am on **Thursday 12 September 2019.**

Present:
Dr Padraig Walsh (Chairperson)
Ms Angela Lambkin
Ms Barbara Kelly
Dr Bryan Maguire
Dr John O'Connor
Ms Marie Gould

In attendance:
Ms Therese Masterson (Key Executive)
Ms Janet Cawley (Secretary)
Ms Carmel Kelly
Mr Walter Balfe
Dr Deirdre Stritch (Item 7.2 and Item 9)
Ms Michelle Gallagher (Item 5.2 – Item 12)
Ms Alex Keys (Item 5.5 and Item 9.2)

Apologies:
Ms Andrina Wafer
Ms Róisín Sweeney

1. **APPROVAL OF AGENDA AND POTENTIAL CONFLICTS OF INTEREST**

   The Chairperson enquired and confirmed that there were no conflicts of interest in relation to any of the items of business before the Committee.

2. **MINUTES OF MEETING OF 18 July 2019**

   2.1 The Minutes of the PAEC Meeting held on 18 July 2019 1 were approved by the Committee.

3. **MATTERS ARISING FROM THE MINUTES OF MEETING OF 18 July 2019**

   3.1 Irish Institute of Purchasing & Materials Management (IIPMM)

   At the PAEC meeting on the 18 July, the Committee NOTED that IIPMM was withdrawing from the provision of academic programmes. The executive informed the Committee that QQI certified the last cohort of students from IIPMM in August. IIPMM will no longer be offering QQI awards. The students will transfer to Griffith College starting in September 2019.

   All other matters arising were covered within agenda items and were discussed during the meeting.

4. **NOTE OF THE MEETING, REPORT FOR THE BOARD**

4.1 Note of Meeting of 18 July 2019

The Committee APPROVED the Note of the PAEC Meeting of 18 July 2019, for publication on the QQI website.

4.2 Report for the Board on the Meeting of 18 July 2019

The Committee NOTED the Report for the Board on the PAEC Meeting of 18 July 2019.

5. PROGRAMME VALIDATION APPLICATIONS

5.1 <u>Further Education and Training (FET) Programmes</u>

5.1.1 **Bord Iascaigh Mhara**

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the following programme:

5.1.1.1 Certificate in Fishmonger Skills, Level 5, Special Purpose Award, 15 Credits

5.1.2 **iScoil**

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the following programme:

5.1.2.1 General Learning, Level 4, Major Award, 90 Credits

5.1.3 **Waterford and Wexford Education and Training Board**

The Committee NOTED and documentation circulated . The Committee APPROVED the validation of the following programmes:

5.1.3.1 Regional Tour Guiding, Level 6, Special Purpose Award, 30 Credits
5.1.3.2 Logistics and Distribution, Level 5, Major Award, 120 Credits

5.1.4 **Dunhill Multi-Education and Training Centre**

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the following programmes subject to Protection of Enrolled Learners (PEL) arrangements being confirmed:

5.1.4.1 National Tour Guiding, Level 6, Special Purpose Award, 45 Credits
        Regional Tour Guiding, Level 6, Special Purpose Award, 30 Credits

5.1.5 **City of Dublin Education and Training Board**

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the following programmes:

5.1.5.1   Health and Wellbeing – Fit for Work and Life, Level 4, Special Purpose Award, 10 Credits
5.1.5.2   Advanced Dance Studies, Level 6, Major Award, 120 Credits

5.1.6 **Dublin Adult Learning Centre**

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the following programme:

5.1.6.1 Certificate in General Learning, Level 2, Major Award, 30 Credits

5.1.7 **Farm Advisory Services Ltd**

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the following programmes:

5.1.7.1 Farming, Level 6, Special Purpose Award, 50 Credits
          Agriculture, Level 5, Major Award, 120 Credits

The Committee AGREED to validate the programmes for multiple cohorts for one year. The Executive is to monitor and require provider review of the programmes after one year and report back to PAEC.

5.1.8 **Galway and Roscommon Education and Training Board**
       Waterford and Wexford Education and Training Board
       Mayo, Sligo and Leitrim Education and Training Board

The Committee NOTED the documentation circulated and the detailed reports presented. The Committee APPROVED the validation of the following programmes for each Education and Training Board:

5.1.8.1   Agriculture, Level 6, Major Award, 120 Credits
          Agriculture, Level 5, Major Award, 120 Credits
          Farming, Level 6, Special Purpose Award, 50 Credits

5.2 Higher Education and Training Programmes - Programme Validation

5.2.1 **CCT College Dublin**

The Committee NOTED the documentation circulated. The Committee APPROVED the validation of the programmes below for five years subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

5.2.1.1 Diploma in Applied Software Development, Level 7, Special Purpose Award, 60 Credits
          Diploma in Networking and Systems Security, Level 7, Special Purpose Award, 60 Credits
          Certificate in Digital Transversal Skills, Level 6, Special Purpose Award, 60 Credits
          Diploma in Artificial Intelligence and Working into the Future, Level 7, Special Purpose, 60 Credits
          Diploma in Data Analytics for Business, Level 7, Special Purpose Award, 60 Credits

5.2.2 **A Named provider**

The Committee NOTED the documentation circulated. The Committee REFUSED the validation of three programmes of a named provider.

The decision to refuse validation of the programmes will be referred to the Programmes and Awards Oversight Committee (PAOC) for confirmation or referral back to the PAEC.

5.2.3 **A Named Provider**

The Committee NOTED the documentation circulated. The Committee REFUSED the validation of one programme of a named provider.

The decision to refuse validation of the programme will be referred to the Programmes and Awards Oversight Committee (PAOC) for confirmation or referral back to the PAEC.

5.2.4 **International College for Personal and Professional Development (ICPPD)**

The Committee NOTED the documentation circulated. The Committee APPROVED the validation of the programmes below for five years subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

5.2.4.1 Bachelor of Arts (Honours) in Holistic Counselling and Psychotherapy, Level 8, Major Award, 240 Credits
Certificate in Holistic Counselling and Psychotherapy, Level 6, Minor Award, 60 Credits

5.3 Devolution of Responsibility for Validation sub-processes

5.3.1 **National College of Ireland**

The Committee NOTED the documentation circulated. The Committee APPROVED the proposed changes to the Certificates of Validation of the following programmes:

- Higher Diploma in Science in Data Analytics, Level 8, Major Award, 60 Credits
- Higher Diploma in Science in Computing, Level 8, Major Award, 60 Credits

5.4 Validation of Research Degree Programmes
No Business

5.5 Apprenticeship Programmes

5.5.1 **Limerick and Clare Education and Training Board**

The Committee NOTED the Explanatory Memorandum and documentation circulated. The Committee APPROVED the validation of the following programme for three years from September 2019, subject to proposed special conditions in the panel report and all the conditions from the 2016 validation policy listed in the proposed Certificate of Validation:

5.5.1.1 Advanced Certificate Craft in Hairdressing, Level 6, Major Award, 225 FET Credits

5.5.2 **Retail Ireland Skillnet**

The Committee NOTED the Explanatory Memorandum and documentation circulated . The Committee APPROVED the validation of the following programme for three years from October 2019, subject to proposed special conditions in the panel report and all the conditions from the 2016 validation policy listed in the proposed Certificate of Validation:

5.5.2.1 Advanced Certificate in Retail Supervision, Level 6, Major Award, 240 Credits

6. REVALIDATION

6.1 Application for Extension of Validation Period

6.1.1 **Griffith College**

The Committee NOTED the documentation circulated.

Griffith College advised that they are seeking an extension of validation as the programme team has been working on the review and development of the programme below, which was planned to be completed but has taken longer than anticipated.

The Committee APPROVED the request to extend the last intake date for the following programme to September 2019. The programme currently has a last intake date of September 2018:

6.1.1.1 Bachelor of Arts (Honours) in Design Communications, Level 8, Major Award, 180 Credits

6.1.2 **Griffith College**

The Committee NOTED the documentation circulated.

Griffith College advised that they are seeking an extension of validation as the programme team has been working on the review and development of the programme below, which was planned to be completed in August 2019 but has taken longer than anticipated.

The Committee APPROVED the request to extend the last intake date for the following programmes to September 2019. The programme currently has a last intake date of September 2018.

6.1.2.1 Master of Arts in Training and Education, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Training and Education, Level 9, Major Award, 60 Credits
Certificate in Training and Education, Level 9, Minor Award, 20 Credits

6.2 Revalidation

6.2.1 **Galway Business School**

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programmes for five years from September 2019 subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

6.2.1.1 Bachelor of Business, Level 7, Major Award, 180 Credits
Certificate in Business Communications, Level 6, Minor Award, 20 Credits
Certificate in Business and Entrepreneurship, Level 6, Minor Award, 20 Credits

Certificate in Sales and Marketing, Level 6, Minor Award, 30 Credits
Certificate in Marketing Management, Level 6, Minor Award, 30 Credits
Higher Certificate in Business, Level 6, Major Award, 120 Credits
Certificate in Strategic Management, Level 7, Minor Award, 10 Credits

6.2.2 **Griffith College**

The Committee NOTED the documentation circulated The Committee APPROVED the revalidation of the following programmes for five years from September 2019 subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

6.2.2.1 Master of Science in Accounting and Finance Management, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in Accounting and Finance Management, Level 9, Major Award, 60 Credits

6.2.2.2 Master of Science in International Business Management, Level 9, Major Award, 90 Credits
Master of Business Administration in International Business, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Business in International Business Management Level 9, Major Award, 60 Credits

6.2.2.3 Master of Science in Procurement and Supply Chain Management, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in Procurement and Supply Chain Management, Level 9, Major Award, 60 Credits
Master of Science in International Business and Law, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in International Business and Law, Level 9, Major Award, 60 Credits

6.2.2.4 Bachelor of Arts (Honours) in Communications and Media Production, Level 8, Major Award, 180 Credits
Bachelor of Arts in Communication, Level 7, Major Award, 180 Credits
Certificate in Photography, Level 6, Special Purpose Award, 60 Credits
Bachelor of Arts in Photographic Media, Level 7, Major Award, 180 Credits

6.2.2.5 Master of Law in International Human Rights Law, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Arts in International Commercial Law, Level 9, Major Award, 60 Credits
Master of Laws in International Commercial Law, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Arts in International Law, Level 9, Major Award, 60 Credits
Master of Laws in International Law, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Arts in International Human Rights Law, Level 9, Major Award, 60 Credits
Bachelor of Laws (Honours), Level 8, Major Award, 180 Credits

6.2.2.6 Bachelor of Arts in Pharmaceutical Business Operations, Level 7, Major Award, 60 Credits

6.2.2.7 Master of Science in Computing, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in Computing, Level 9, Major Award, 60 Credits
Master of Science in International Digital Media, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in Interactive Digital Media, Level 9, Major Award, 60 Credits

6.2.2.8 Certificate in Mediation, Level 8, Special Purpose Award, 20 Credits

6.2.2.9 Master of Arts in Journalism and Media Communications, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Arts in Journalism and Media Communications, Level 9, Major Award, 60 Credits
Master of Arts in TV and Radio Journalism, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Arts in TV and Radio Journalism, Level 9, Major Award, 60 Credits
Master of Arts in Journalism and Public Relations, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Arts in Journalism and Public Relations, Level 9, Major Award, 60 Credits

6.2.2.10 Higher Diploma in Arts in Drama Education, Level 8, Major Award, 60 Credits
Certificate in Drama Education, Level 8, Minor Award, 45 Credits
Certificate in Drama Performance, Level 8, Minor Award, 20 Credits

6.2.3 **IICP Education and Training Limited**

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programmes for five years from September 2019 subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

6.2.3.1 Master of Arts in Pluralistic Counselling and Psychotherapy, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Arts in Pluralistic Counselling and Psychotherapy, Level 9, Major Award, 60 Credits *(Exit Award)*
Certificate in Cognitive Behavioural Therapy, Level 9, Minor Award, 10 Credits

6.2.4 **Dublin Business School**

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programmes for five years from September 2019 subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

6.2.4.1 Bachelor of Arts (Honours) in Psychology, Level 8, Major Award, 180 Credits
Higher Diploma in Arts in Psychology, Level 8, Major Award, 90 Credits

6.2.4.2 Bachelor of Arts (Honours) in Accounting and Finance, Level 8, Major Award, 180 Credits

6.2.4.3 Higher Diploma in Business, Level 8, Major Award, 60 Credits
Certificate in Business and English Language, Level 6, Special Purpose Award, 60 Credits

6.2.4.4 Bachelor of Laws (Honours), Level 8, Major Award, 180 Credits
Bachelor of Arts in Legal Studies, Level 7, Major Award, 180 Credits

6.2.4.5 Master of Science in International Accounting and Finance, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in International Accounting and Finance, Level 9, Major Award, 60 Credits *(Exit Award)*
Bachelor of Arts (Honours) in Financial Services, Level 8, Major Award, 180 Credits

6.2.4.6 Master of Arts in Psychotherapy, Level 9, Major Award, 90 Credits
Bachelor of Arts (Honours) in Counselling and Psychotherapy, Level 8, Major Award, 240 Credits
Higher Certificate in Arts in Applied Social Studies, Level 6, Major Award, 120 Credits *(Exit Award)*
Higher Diploma in Arts in Counselling and Psychotherapy. Level 8, Major Award, 60 Credits

6.2.4.7 Master of Science in Marketing, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in Marketing, Level 9 Major Award, 60 Credits *(Exit Award)*
Bachelor of Arts (Honours) in Marketing, Level 8, Major Award, 180 Credits
Certificate in Digital Marketing, Level 7, Special Purpose Award, 40 Credits

6.2.4.8 Master of Science in Information and Library Management, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in Information and Library Management, Level 9, Major Award, 60 Credits *(Exit Award)*

6.2.4.9 Master of Science in Management Practice, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in Management Practice, Level 9, Major Award, 60 Credits *(Exit Award)*

6.2.4.10 Master of Science in Information Systems with Computing, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in Information Systems with Computing, Level 9, Major Award, 60 Credits *(Exit Award)*
Higher Diploma in Science in Computing, Level 8, Major Award, 60 Credits
Certificate in Information Technology, Level 8, Minor Award, 15 Credits *(Exit Award)*

6.2.4.11 Master of Business Administration, Level 9, Major Award, 90 credits
Postgraduate Diploma in Business, Level 9, 60 credits *(Exit Award)*
BA (Hons) in Business, Level 8, Major Award, 180 credits

6.2.5 **Dorset College**

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programmes for five years from September 2019 subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

6.2.5.1 Bachelor of Science in Computing, Level 7, Major Award, 180 Credits
Higher Certificate in Science in Computing, Level 6, Major Award, 120 Credits *(Exit Award)*

7. FOLLOW-UP ON PAEC RECOMMENDATIONS AND CONDITIONS IN PANEL REPORTS

7.1 Update on the follow-up of conditions of validation

Institute of Supply Chain Excellence (ISCE)

QQI is required to follow up on any special conditions of validation identified by an evaluation panel. The special conditions of validation that require follow-up are any conditions that have yet to be met at the time of the PAEC meeting at which the relevant application for validation is being considered at, or those conditions that are ongoing in nature and will require explicit monitoring for the period for which the programme has been validated.

The Committee NOTED the documentation circulated. The Committee NOTED that there was one condition of validation requiring follow-up in relation to the programmes listed below. On 11 April 2019, the PAEC approved the revalidation of the following programmes on condition that the new programme document must include a section that clearly demonstrates a contemporary blended learning delivery model, including an appropriately managed Virtual Learning Environment (VLE). It must also include access arrangements for learners to appropriate library resources, including academic databases. ISCE submitted supplementary documentation in August 2019.

- Master of Science in Leadership in Supply Chain Management

- Postgraduate Diploma in Science in Leadership in Supply Chain Management

The Committee NOTED that the Executive considers the condition of approval to be met.

7.2 Update on the follow-up of conditions of reengagement

QQI is required to follow up on any special conditions of reengagement identified by an evaluation panel. The special conditions of reengagement that require follow-up are any conditions that have yet to be met at the time of the PAEC meeting at which the relevant application for reengagement is being considered.

The Committee NOTED the update on the following providers' compliance with obligations under Section 30(3) of the Qualifications and Quality Assurance (Education and Training) Act, 2012 regarding publishing the QA procedures as approved during reengagement:

- Chevron Training and Recruitment Ltd
- National College of Ireland (NCI)
- The Open Training College
- Hibernia College
- National Learning Network (rehab Group)
- CCT College Dublin
- NCU Training
- IBAT College

8. QA FOR COLLABORATIVE AND TRANSNATIONAL PROVISION
No Business

9. APPROVAL OF QUALITY ASSURANCE PROCEDURES FOR LEGACY PROVIDERS (RE-ENGAGEMENT)

9.1 A Named Provider

The Committee NOTED the documentation circulated. The Committee REFUSED to approve with recommendations the Quality Assurance procedures of the named provider (pending mandatory changes being made). The provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.2 Retail Ireland Skillnet

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures of Retail Ireland Skillnet.

9.3 A Named Provider

The Committee NOTED the documentation circulated. The Committee REFUSED to approve with recommendations the Quality Assurance procedures of the named provider (pending mandatory changes being made). The provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.4 A Named Provider

The Committee NOTED the documentation circulated. The Committee REFUSED to approve with recommendations the quality assurance procedures of the named provider (pending mandatory changes being made). The provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.5 New Links Training Solutions

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures of New Links Training Solutions.

9.6 Irish College of Humanities and Applied Sciences Limited

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures of Irish College of Humanities and Applied Sciences Limited.

9.7 A Named Provider

The Committee NOTED the documentation circulated. The Committee REFUSED to approve with recommendations the Quality Assurance procedures of the named provider (pending mandatory changes being made). The provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.8 SQT Training Limited

The Committee NOTED the documentation circulated as. The Committee APPROVED the quality assurance procedures of SQT Training Limited.

9.9 Carlow College

The Committee NOTED the documentation circulated as. The Committee APPROVED the quality assurance procedures of Carlow College.

10. EXTENSION OF DELEGATION OF AUTHORITY BY LEVEL/FIELD
No Business

11. ROUTINE STANDARDS ACTIVITIES UPDATE
No Business

12. CHANGE OF REGISTRATION PROVIDER STATUS OF LEGACY HET AND FET PROVIDERS

12.1 The Committee NOTED the documentation circulated.

24 providers listed below have been notified by registered post that their continued status as relevant providers is under question due to:

(i) inactivity in certification for a period of at least two years or
(ii) an absence of validated programmes.

The providers were invited to respond and, where appropriate, make a case to the PAEC, as to why their current status should be retained. None of the providers has made a case to retain the validation of their programmes. Hence the Executive recommends that the PAEC request the Board to withdraw validation of all programmes validated for these providers and to cease any QA agreement entered into by the provider and FETAC in the past:

- Ace Training Ltd
- Arrivas Training and Development
- Carlow Kilkenny Training Network
- Coombes HRM

- DCU Ryan Academy
- Donegal Training Centre
- Drogheda Resource Centre
- Firceall Safety Ltd
- Full Tilt Studios
- Goodrich Training
- Health Matters (Health & Safety) Ltd
- Institute of Industrial Engineers
- Kinsale Community School
- Occupational Health and Safety Services OHSS
- Patrician Academy
- Premier Forklift Training
- Renewable Energy Systems Training Institute (RESTI)
- South Dublin County Partnership
- Wicklow Trade Union Centre
- Ozanam Computer Centre
- Malahide Community School Adult Education
- Florentine Loughney Safety Training
- Associated Craft Butchers of Ireland
- Stewarts Care Ltd - Staff Training

The Committee APPROVED the Executive's recommendation and advised the Executive to request the Board of QQI to agree to withdraw validation from these providers.

13. **REPORT FROM THE PROGRAMMES AND AWARDS OVERSIGHT COMMITTEE (PAOC)**
No Business