

PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Thursday 18 July 2019 at 9:30am

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

Note of the 41st 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 18 July 2019**.

Present:

Dr Pdraig Walsh (Chairperson)
Ms Andrina Wafer
Ms Angela Lambkin
Ms Barbara Kelly
Dr Bryan Maguire

In attendance:

Ms Therese Masterson (Key Executive)
Ms Janet Cawley (Secretary)
Ms Carmel Kelly
Mr Walter Balfe
Dr Deirdre Stritch (Items 9 and 15) (via Skype)
Ms Mary Sheridan (Item 16)

Apologies:

Ms Róisín Sweeney
Ms Marie Gould
Dr John O'Connor

The Chairperson welcomed Andrina Wafer to the Committee for a new term.

(Note: Item 4.3 (Committee Membership) was taken at this point of the meeting)

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 13 June 2019

2.1 The Minutes of the PAEC Meeting held on 13 June 2019 were approved by the Committee.

3. MATTERS ARISING FROM THE MINUTES OF MEETING OF 13 June 2019

3.1 Farm Advisory Services

The Committee NOTED that the Farm Advisory Services panel report will be brought to the next PAEC meeting on 12 September.

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 13 June 2019

The Committee APPROVED the Note of the PAEC Meeting of 13 June 2019 for publication on the QQI website.

4.2 Report for the Board on the Meeting of 13 June 2019

The Committee NOTED the Report for the Board on the PAEC Meeting of 13 June 2019.

4.3 Membership of Committee *(Note: this Item was taken at the beginning of the meeting)*

The Committee NOTED the documentation circulated. At its meeting on 15 February 2019, the Board noted that there can be instances between Board meetings when changes are required to Executive membership leaving unnecessary vacancies at times. Consequently, the Board agreed that the Chief Executive could, in consultation with the Chairperson of the Board, approve the Executive Membership of QQI Committees.

The Executive appointed Andrina Wafer (Head of Access and Life Long Learning) as a member of the Committee for two years with effect from 18 July 2019. The current membership of the PAEC is as follows:

- Pdraig Walsh (Chairperson)
- Andrina Wafer
- Angela Lambkin
- Barbara Kelly
- Bryan Maguire
- John O'Connor
- Marie Gould
- Róisín Sweeney

The Committee NOTED the appointment of Andrina Wafer to the Committee.

5. PROGRAMME VALIDATION APPLICATIONS

5.1 Further Education and Training (FET) Programmes

5.1.1 Talentpool

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the following programme subject to monitoring by the executive:

5.1.1.1 Certificate in Data Protection Skills, Level 6, Special Purpose Award, 15 Credits

5.1.2 An Cosán

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

5.1.2.1 Business Administration with Digital Skills for work, Level 5, Major Award, 120 Credits

5.2 Higher Education and Training Programmes - Programme Validation

5.2.1 The Open Training College

(Note: this Item was taken with item 6.3.1)

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 Bachelor of Arts in Social Care, Level 7, Major Award, 180 Credits
Higher Certificate in Arts in Social Care, Level 6, Major Award, 120 Credits

5.2.2 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:

- 5.2.2.1 Master of Science in Applied Software Development, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in Applied Software Development, Level 9, Major Award, 60 Credits (Exit Award)

The Committee NOTED that as this was CCT's first application for validation at level 9, the panel evaluated its QA procedures and capacity for level 9 provision. This followed up on CCT's reengagement which flagged its intention to extend its scope of provision to level 9. The same person chaired both the reengagement and validation panels.

5.2.3 Saint Nicholas Montessori College Ireland

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:

- 5.2.3.1 Bachelor of Education in Montessori Education, Level 7, Major Award, 180 Credits
Bachelor of Education (Honours) in Montessori Education, Level 8, Major Award, 240 Credits

5.3 Devolution of Responsibility for Validation sub-processes

No Business

5.4 Validation of Research Degree Programmes

No Business

5.5 Apprenticeship Programmes

No Business

6. REVALIDATION

6.1 Application for Extension of Validation Period

6.1.1 Regional Centre for Nursing and Midwifery Education Tullamore

The Committee NOTED the documentation circulated.

The Regional Centre for Nursing and Midwifery Education Tullamore advised that they are seeking an extension of validation as the Office for Nursing and Midwifery Services Director in the HSE has agreed that the Centres of Nursing and Midwifery Education adopt a collaborative approach to seeking approval from QQI regarding quality assurance policies and procedures and programme validation.

The Committee APPROVED the request to extend the last intake date for the following programme to August 2021. The programme currently has a last intake date of September 2019:

6.1.1.1 Certificate in Diabetes Nursing, Level 8, Special Purpose Award, 10 Credits

6.1.2 Dublin Business School

The Committee NOTED the documentation circulated.

Dublin Business School advised that in light of the appointment of a Head of School of Arts, a review of the programme across the School is underway. DBS wishes to take the opportunity to continue to run the programme for one additional intake of students while considering the options for the programme, which may emerge as a new programme for validation once a full review has been undertaken.

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:

6.1.2.1 Bachelor of Arts (Honours) in Film, Level 8, Major Award, 180 Credits

6.2 Revalidation

6.2.1 National College of Ireland

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 Master of Science in Data Analytics, Level 9, Major Award, 90 Credits
Postgraduate Diploma in Science in Data Analytics, Level 9, Major Award, 60 Credits

6.2.2 Independent Colleges

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

6.2.3 ICD Business School

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programmes for one year from September 2019 to August 2020 subject to all the 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 Accounting and Finance, Level 9, Major Award, 90 Credits
- Bachelor of Arts (Honours) in Accounting and Finance, Level 8, Major Award, 180 Credits
- Bachelor of Arts (Honours) in Business Studies, Level 8, Major Award, 240 Credits

6.3 Change of Programme Title – The Open Training College

(Note: this Item was taken with item 5.2.1)

The Committee NOTED the documentation circulated. The Open Training College requested a change to the title of two of its already validated degree programmes. The rationale for the title changes relates to regulatory requirements set by CORU. No other change to the programmes is required or proposed. The Committee APPROVED the changes of programme title to the programmes below:

- 6.3.1 Bachelor of Arts in Professional Social Care (Disability)
- Bachelor of Arts (Honours) in Professional Social Care (Disability)

The amended titles are:

- Bachelor of Arts in Contemporary Disability Studies
- Bachelor of Arts (Honours) in Contemporary Disability Studies

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

No Business

8. QA FOR COLLABORATIVE AND TRANSNATIONAL PROVISION

No Business

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

9.1 Griffith College

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures of Griffith 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.

Six community-based organisations in Limerick, which have been providing programmes under a QA agreement made with FETAC, have reached formal agreement with Limerick and Clare ETB (LCETB) to become LCETB centres for the purpose of education and training provision and certification. The organisations involved are:

- Northside Family Resource Centre
- St Mary's Community Adult Education Group
- ADAPT Domestic Abuse Services
- Southill Family Resource Centre
- Moyross Adult Education Group
- Our Lady of Lourdes Community Service

The Committee NOTED the changes above and advised the Executive to request the Board of QQI to agree to these changes.

13. REPORT FROM THE PROGRAMMES AND AWARDS OVERSIGHT COMMITTEE (PAOC)

No Business

14. SCHEDULE OF FIRST AND LAST INTAKE DATES

14.1 The Committee NOTED the documentation circulated.

The Committee NOTED that there has been some confusion both internally and externally regarding last intake dates for enrolled learners. Therefore, QQI is proposing to change how the last intake date is specified on the Certificate of Validation for multiple intake programmes in order to ensure that the full period of five years validation, if approved is available to the provider.

The Committee APPROVED the changes made to the intake dates on Certificates of Validation for multiple intake programmes.

15. A NAMED PROVIDER– MONITORING DATA AND RE-ENGAGEMENT

15.1 The Committee NOTED the documentation circulated. The Committee NOTED the verbal updates provided by the executive regarding a named provider's Monitoring Data and Re-engagement.

16. Request for transfer of IIPMM programmes to Griffith College and Extension of Validation Period for one further intake

16.1 The Committee NOTED the documentation circulated. IIPMM indicated that it is withdrawing from the provision of academic programmes. Following discussion, the Committee APPROVED the transfer of six IIPMM programmes to Griffith College for the purpose of teach-out, as the learners on these programmes are covered under the HECA PEL Scheme

The Committee APPROVED the extension of the last intake date for the following two programmes to provide for a single intake in September 2019 to facilitate the progression of this year's graduates into add-on programmes at level 7 and level 8:

- Bachelor of Business in Procurement and Supply Management
- Bachelor of Business (Honours) in Procurement and Supply Management