PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Wednesday 2 December 2015 at 9.30am
Boardroom, QQI Offices, 26-27 Denzille Lane, Dublin 2

Note of the fourteenth meeting of the QQI Programmes and Awards Executive Committee held in QQI offices, 26/27 Denzille Lane, Dublin 2 on **Wednesday 2 December 2015 at 9.30am**

PRESENT:
Dr Padraig Walsh (Chairperson)
Ms Angela Lambkin
Ms Orla Lynch
Ms Karena Maguire
Dr Trish O'Brien

Apologies:
Dr Bryan Maguire
Ms Mary Sheridan

In attendance:
Ms Therese Masterson (Key Executive)
Ms Janet Cawley (Committee Secretary)
Dr Peter Cullen
Ms Barbara Kelly
Ms Niamh Lenehan
Mr Walter Balfe (for Item 10)

1. **MINUTES OF THE MEETING OF 16 September 2015**
   The minutes of the PAEC Meeting held on 16 September 2015 were approved by the Committee.

2. **MATTERS ARISING FROM THE MINUTES**

   2.1 Protection of Enrolled Learners (PEL) accepted since PAEC meeting of 16 September
   The Committee NOTED the documentation circulated referring to item 4.1.1 which was circulated at the previous meeting. This document contains an update on programmes whose validation has been finalised since the last meeting i.e. Protection for Enrolled Learners (PEL) has been accepted.

   2.2 Health and Safety Services Training and Consultancy Ltd (HSS) – PG21365

   At the meeting on 10 June 2015, the Committee deferred the decision to validate an application from HSS offering Boom Sprayer Pesticide Application programmes until a verification visit to the provider had been undertaken by the Executive. A verification visit was undertaken on 24 August 2015 to the satisfaction of the Executive. Subsequently there was notification of an allegation to SOLAS from a journalist regarding HSS delivery of Construction Skills Certification Scheme (CSCS) programmes. SOLAS initiated an investigation into the matter. At the PAEC meeting on 16 September, the Committee APPROVED the validation of the programme subject to receipt of a satisfactory report from SOLAS. It was noted that QQI is still awaiting the report from SOLAS.

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

   3.1 Note of Meeting of 16 September 2015
   The committee APPROVED the Note of the PAEC Meeting of 16 September, for publication on the QQI website.

   3.2 Report for the Board on the meeting of 16 September 2015
   The Committee NOTED the Report for the Board on the PAEC Meeting of 16 September 2015.

   3.3 Revised Terms of Reference for the PAEC
   The Committee NOTED the Revised Terms of Reference for the PAEC.

3.4 Membership of the PAEC with effect from February 2016

The Committee NOTED the new membership of the PAEC with effect from February 2016

4. PROGRAMME VALIDATION APPLICATIONS

4.1. Further Education and Training (FET) Programmes

4.1.1 (a) FET Programme Validation applications

The Committee NOTED the documentation circulated and the detailed verbal report presented.

The Committee APPROVED the recommendations in respect of the validation of the programmes listed in the documentation subject to confirmation of arrangements for Protection of Enrolled Learners (PEL), fees being paid to QQI and special validation conditions being confirmed.

(b) FET Programme Validation Applications Refusals

The Committee NOTED the documentation circulated, the documentation tabled and the detailed verbal report presented. The committee agreed with the recommendation to REFUSE validation of 14 programmes.

These decisions will be referred to the Programmes and Awards Oversight Committee (PAOC) for confirmation or referring back to the PAEC.

The Committee NOTED that Evaluators' Reports for all FE programmes will be included in the documentation provided to the Committee for further information from this meeting onwards. The Committee FURTHER NOTED that, after this meeting, applications for programme validation will not be presented to the Committee where fees have not yet been received, PEL arrangements have not yet been accepted and/or special validation conditions have not been confirmed.

4.2 Higher Education and Training Programmes – Programme Validation

No Business

4.3 Devolution of Responsibility for Validation sub-processes

No Business

4.4 Validation of Research Degree Programmes

No Business

4.5 Springboard Approvals

The Committee NOTED the documentation circulated. The Committee APPROVED the programme submitted for validation under Springboard 2015.

It was NOTED that the Validation and Delegation Unit is currently considering QQI's approach to the validation of programmes under Springboard and has sought a meeting with the Higher Education Authority with regard to this matter.

4.6 Initial Validation

No Business

5. **REVALIDATION**
   No Business

6. **QA FOR COLLABORATIVE AND TRANSNATIONAL PROVISION AND JOINT AWARDING**
   No Business

7. **DELEGATED AUTHORITY**
   No Business

8. **RECOGNITION**
   No Business

9. **ROUTINE STANDARDS ACTIVITIES UPDATE**
   No Business

10. **CHANGE OF STATUS OF LEGACY HET AND FET PROVIDERS**

   10.1   The Committee NOTED the documentation circulated. The 43 providers listed in the documentation have either confirmed in writing that they wished to withdraw from the list of providers offering QQI awards or have been confirmed as being no longer in business. The Executive is to inform those providers that the PAEC will be making a recommendation to the Board of QQI to withdraw validation under section 47 of The Act.

11. **ITEMS REFERRED TO THE PROGRAMMES AND AWARDS OVERSIGHT COMMITTEE**
   See item 4.

12. **REVISED ARRANGEMENTS FOR DEVOLVING RESPONSIBILITY FOR UNDERTAKING VALIDATION SUB-PROCESSES**

   12.1   The Committee NOTED the documentation circulated and the verbal report presented. The Committee APPROVED the set of three documents to support revised arrangements for devolving responsibility for undertaking validation sub-processes to relevant providers.

13. **PROBLEMS CONCERNING ARRANGEMENTS FOR PROTECTION OF ENROLLED LEARNERS (PEL)**

   13.1   The Committee NOTED the documentation circulated and the verbal report presented. The background and approaches to PEL implementation were noted and discussed by the Committee.

14. **VALIDATION OF MATHS FOR STEM AS A SPECIAL PURPOSE AWARD**

   14.1   The Committee NOTED the documentation circulated and the verbal report presented concerning the need for validation of Maths for STEM as a Special Purpose Award. The QQI Executive will discuss this further with the ETB sector.

15. **IMPLEMENTING CHANGE IN VALIDATION ACTIVITIES**

   15.1   The Committee NOTED the documentation circulated and the verbal report presented. The Committee NOTED a number of operational changes to enhance efficiency in validation activities.