

PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Tuesday 23 February 2016 at 9.30am
Boardroom, QQI Offices, 26-27 Denzille Lane, Dublin 2

Note of the fifteenth meeting of the QQI Programmes and Awards Executive Committee held in QQI offices, 26/27 Denzille Lane, Dublin 2 on **Tuesday 23 February 2016 at 9.30am**

Present:

Dr Pdraig Walsh (Chairperson)
Ms Barbara Kelly
Ms Angela Lambkin
Dr Bryan Maguire
Ms Karena Maguire
Mr John O'Connor
Dr Deirdre Stritch
Ms Andrina Wafer

In attendance:

Ms Therese Masterson (Key Executive)
Ms Janet Cawley (Secretary)
Dr Peter Cullen
Mr Walter Balfe

1. MINUTES OF THE MEETING OF 2 December 2015

The minutes of the PAEC Meeting held on 2 December 2015 were approved by the Committee.

2. MATTERS ARISING FROM THE MINUTES

2.1 Protection of Enrolled Learners (PEL) accepted since PAEC meeting of 2 December

The Committee NOTED the documentation *PEL Arrangements Accepted Since PAEC Meeting in December 2015*. 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

It was noted that the QQI Executive is awaiting a written report from SOLAS.

3. NOTE OF THE MEETING, REPORT FOR THE BOARD

3.1 Note of Meeting of 2 December 2015

The committee APPROVED the Note of the PAEC Meeting of 2 December for publication on the QQI website.

3.2 Report for the Board on the meeting of 2 December 2015

The Committee NOTED the Report for the Board on the PAEC Meeting of 2 December 2015.

3.3 Revised Terms of Reference for the PAEC

The Committee NOTED the Revised Terms of Reference for the PAEC which were approved by the Board of QQI on 12 February 2016. The QQI Board approved the removal of the following functions from the PAEC Terms of Reference:

- Make decisions on the recognition of awards within the NFAQ;
- Make recommendations to the Board on the withdrawal of recognition through the NFAQ

4. PROGRAMME VALIDATION APPLICATIONS

4.1. Further Education and Training (FET) Programmes

4.1.1 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 subject to confirmation of arrangements for Protection of Enrolled Learners (PEL), fees being paid to QQI and special validation conditions being confirmed.

This list includes four of fourteen programmes that were refused validation at the December PAEC meeting and were referred to the Programmes and Awards Oversight Committee (PAOC). At its incorporateal meeting on 22 December 2015, the PAOC reviewed the decisions of the PAEC meeting of 2 December 2015 to refuse validation of these programmes. The PAOC unanimously accepted the request of the executive to refer the decision to refuse validation back to the PAEC with a recommendation that the programmes be re-evaluated.

QQI has engaged with the providers of the remaining ten programmes and it is expected that they will resubmit applications for validation following further development of their programme submissions.

FET Programme Validation Applications Refusals

The committee agreed with the recommendation to REFUSE validation of three programmes from three providers.

These decisions to refuse validation will be referred to the PAOC for confirmation or referral back to the PAEC.

4.2 Higher Education and Training Programmes – Programme Validation

4.2.1 Respond! College (Differential Programme Validation)

The committee NOTED the documentation circulated. The Committee approved validation of the programme to include additional delivery sites in Cork and Waterford. The existing period of validation, i.e. five years from March 2012, will remain.

4.2.1.1 Certificate in Community Studies, Special Purpose Award, 30 Credits

4.3 Devolution of Responsibility for Validation sub-processes

No Business

4.4 Validation of Research Degree Programmes

No Business

4.5 Springboard Approvals

No Business

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

No Business

11. ITEMS REFERRED TO THE PROGRAMMES AND AWARDS OVERSIGHT COMMITTEE

11.1 Report from the Programmes and Awards Oversight Committee on the meeting of 22 December 2015

The Committee NOTED the Report from the Programmes and Awards Oversight Committee and the verbal report presented. (See 4.1.1 for details)

12. PROCEDURAL CHANGES AND ARRANGEMENTS CONCERNING QQI VALIDATION PROCESSES

12.1 The Committee noted the documentation relating to procedural changes and arrangements concerning QQI validation processes circulated and the verbal report presented.

The PAEC considered the draft changes concerning *Guidelines for Preparing Programme Descriptors for Further Education and Training Programmes Leading to QQI CAS Awards* which includes a new Programme Descriptor Template to replace the ones available on QBS. The PAEC recommended that the Executive implement them in the independent/private sector. The changes will be discussed with the ETBs in due course.

The PAEC considered the current Validation Report Templates. The PAEC recommended that the Executive review the Report Templates (FET and HET) to align them with the validation criteria and provide better quality information (i) to support validation decisions by the PAEC and (ii) to communicate the reasons underpinning determinations (to validate or to refuse to validate).

The PAEC considered the proposed approach to the Validation of Springboard programmes and recommended to the Executive to continue the 2015 approach for one final year.

13. ANY OTHER BUSINESS

The Committee members expressed their appreciation to the Quality Assurance Regulation team for their hard work and for organising the Validation Briefing for FET providers on Saturday 13 February 2016.