PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Wednesday 18 February 2015 at 11am
Boardroom, QQI Offices, 26-27 Denzille Lane, Dublin 2

Note of the ninth meeting of the QQI Programmes and Awards Executive Committee held in QQI offices, 26/27 Denzille Lane, Dublin 2 on **Wednesday 18 February 2015 at 11am**

PRESENT:
Dr Padraig Walsh (Chairperson)
Dr Rhona Dempsey
Ms Angela Lambkin
Ms Orla Lynch
Dr Bryan Maguire
Ms Karena Maguire
Ms Trish O'Brien
Ms Mary Sheridan

In attendance:
Ms Therese Masterson (Key Executive)
Ms Róisín Sweeney
Ms Gráinne Power (Items 1 - 6)
Dr Peter Cullen (Items 6, 9)
Ms Ann Graves (Item 9)

INTRODUCTION
The Chairman welcomed Angela Lambkin to the Committee.   Her appointment for a period of one year was approved at the previous meeting of the Committee.

1.   MINUTES OF THE MEETING OF 19 NOVEMBER 2014
The minutes of the PAEC Meeting held on 19 November 2014 were CONFIRMED and SIGNED.

2.   MATTERS ARISING FROM THE MINUTES

2.1 Update on Programme Validations

(1) The Committee NOTED the documentation tabled at the meeting referring to item 4 which was circulated at the previous meeting. This document contains an update on programmes whose validation has been finalised since the last meeting e.g. Protection for Enrolled Learners (PEL) has been fulfilled or fees have been paid. These requirements have now been satisfied.

(2) The Committee noted a Memorandum which was tabled at the meeting regarding a decision that was deferred at the last meeting to validate an application from one provider subject to PEL and monitoring requirements being fulfilled.   The committee DECIDED to defer the decision to validate.

3.   NOTE OF THE MEETING, REPORT FOR THE BOARD

3.1 Note of Meeting of 19 November 2014
The committee APPROVED the Note of the PAEC Meeting of 19 November 2014, for publication on the QQI website.

3.2 Report for the Board on the meeting of 19 November 2014
The Committee NOTED the report for the Board on the PAEC Meeting of 19 November 2014.

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 DEFERRED the decision to validate the applications from one provider subject to monitoring requirements being fulfilled.

      The Committee APPROVED the recommendations in respect of the validation of all the other programmes subject to confirmation of arrangements for Protection of Enrolled Learners (PEL) and fees being paid to QQI.

      4.1.2 **FET Summary Reports**
      The committee NOTED the documentation circulated and the detailed verbal report presented.

      4.1.3 **FET Programme Validation Applications Refusals**
      No business

   4.2. **Higher Education and Training Programme – Programme Validation**
   The Executive provided a verbal update on expected validation and review activity for 2015.

   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 (under legacy process)**
   No Business

   4.7 **Validation and Re-validation Policy and Procedures in QQI**

4.7.1 FET Programme Validation

The Committee NOTED the documentation circulated and the verbal report presented. This paper outlines some issues affecting the process and timelines of programme validation for FET programmes. The Committee AGREED to the proposals in the paper which included:

- To remove the link between awards 'under review' and access to validation and to instead, establish a link between an award's deactivation date and access to validation;
- To publish guidelines on the type and scale of change possible to a programme without triggering revalidation

5. Revalidation

No Business

6. QA FOR COLLABORATIVE AND TRANSNATIONAL PROVISION AND JOINT AWARDING

Hibernia College

The Committee NOTED the Explanatory Memorandum, Recommendation Letter and the Panel Report circulated.

It was clarified at the meeting that the Committee was requested to note the report of the expert panel and the conclusion of the process.

The Committee NOTED the report of the expert panel established by Hibernia College to conclude a legacy process under the *Policy for Collaborative Programmes, Transnational Programmes and Joint Awards*. The report confirmed that Hibernia College does not have collaborative arrangements for programmes leading to QQI awards. Additional quality assurance procedures would be required if the college were to enter into collaborative arrangements in the future. The college is currently in compliance with the transnational elements of the policy.

7. DELEGATED AUTHORITY

No business

8. RECOGNITION

No Business

9. ROUTINE STANDARDS ACTIVITIES UPDATE

9.1 FSG - tracking of adjustments to published standards

The Committee NOTED the documentation circulated and AGREED the adjustments to published standards made during the period 1 December 2014 to 9 February 2015.

9.2 FSG - Unit activity report

The Committee NOTED the verbal report and the activity report circulated.

This report also includes a note on the impact of changes to awards standards. It identifies some issues arising between compound (Major, Special Purpose, Supplemental) and minor awards when standards change.

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

10.1 The Committee NOTED the documentation circulated and APPROVED the changes made to the registration status of the providers listed therein.

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

The Committee NOTED the report from the Programmes and Awards Oversight Committee (PAOC) which was tabled at the meeting. The PAOC advised the PAEC that it confirmed the decisions of the PAEC taken in the period June to November 2014 to refuse validation of programmes.