

**Dearbhú Cáilíochta agus Cáilíochtaí Éireann
Quality and Qualifications Ireland**

APPROVALS AND REVIEWS COMMITTEE

Note of the fourth meeting of the QQI Approvals and Reviews Committee, held in the **QQI Boardroom, 26-27 Denzille Lane, Dublin 2 on Wednesday 09 September 2015 at 11:00 a.m.**

Present:

Professor Kevin Ryan (Chair)
Mr Maurice Buckley
Ms Marie Kehoe-O'Sullivan
Dr Martin Lyes
Dr Trish O'Brien

In attendance:

Ms Colette Harrison (Key Executive)
Mr Kevin Henry (Recording Secretary)

Apologies:

Ms Una Buckley
Dr Ann-Louise Gilligan

1. APPROVAL OF AGENDA AND CONFLICT OF INTEREST

The Committee APPROVED the agenda for this meeting and confirmed that there are no conflicts of interest in relation to any of the items of business at today's meeting.

2. MINUTES OF THE PREVIOUS MEETING

The Committee APPROVED the Minutes of the ARC Meetings held on 27 April and 24 June 2015.

3. NOTES OF THE PREVIOUS MEETING

The Committee APPROVED the Notes of the ARC meetings held on 27 April and 24 June 2015, and approved same for publication on the QQI website.

4. MATTERS ARISING FROM THE MINUTES

It was noted that the QQI Executive has revised the ARC's Terms of Reference (ToR), to reflect the discussions on the role of the committee within the overall governance structure of QQI, which took place at the ARC meetings in November 2014 and April 2015. It is intended that this document will be presented (along with revised ToR for other Committees) to the Board meeting to be held 27 November 2015. It was agreed that the revised ToR would be presented to the Chair of the ARC in draft form for his consideration, on behalf of the committee, in-advance of its submission to the Board.

5. DELEGATION OF AUTHORITY

5.1 Delegated Authority (DA):

The Committee NOTED the extension of DA, in respect of the following Institutes of Technology:

- for the purposes of entering into programmes leading to Joint Awards with other awarding bodies
 - Athlone Institute of Technology
 - Institute of Technology Tralee
 - Waterford Institute of Technology
- to include all programmes leading to Research Masters' awards
 - Athlone Institute of Technology

6. QUALITY ASSURANCE PROCEDURES

6.1 Gills Driving School: Approval of Draft Quality Assurance Procedures

The Committee noted the recommendation of the Quality and Capacity Evaluation Panel and APPROVED the draft Quality Assurance procedures of Gills Driving School, subject to the QQI Executive satisfying itself that Gills Driving School has met the conditions, as outlined in Part 6 of the Quality and Capacity Evaluation Panel report. Thereafter, Gills Driving School will be permitted to progress to Stage 2 of the access to initial programme validation process.

6.2 Applicant Provider: Approval of Draft Quality Assurance Procedures

The Committee noted the recommendation of the Quality and Capacity Evaluation Panel and REFUSED TO APPROVE the draft Quality Assurance procedures of the applicant provider at this time. The Committee noted the recommendations in Part 6 of the Quality and Capacity Evaluation report, which the applicant provider must take into account should it resubmit its draft Quality Assurance procedures for evaluation. This is in accordance with the provisions of Paragraph 30 of the Qualifications and Quality Assurance (Education and Training) Act 2012.

It is the Committee's view that periodic consideration (at least annually) of the evaluation process in consultation with the Chairs of the Quality and Capacity Evaluation Panel would benefit the process.

7. ANY OTHER BUSINESS

The Committee was updated on the anticipated level of Committee activity arising through

- the implementation of the reengagement process for legacy providers
- the establishment of English Language Training providers on a statutory basis
- the introduction of the International Education Mark (IEM).

It was noted that Kevin Donohue's term of office as Vice President for Academic Affairs and Quality Assurance at the Union of Students of Ireland has expired – and the Board is currently in the process of seeking a replacement to represent the learner perspective. The Chair closed the meeting.