

## **PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)**

**Thursday 5 December 2019 at 9:30am**

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

Note of the 43rd 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 5 December 2019**.

### **Present:**

Dr Pdraig Walsh (Chairperson)  
Ms Andrina Wafer  
Ms Angela Lambkin  
Ms Barbara Kelly  
Dr Bryan Maguire  
Dr John O'Connor  
Ms Marie Gould (except for item 5.5.1)

### **In attendance:**

Ms Therese Masterson (Key Executive)  
Ms Janet Cawley (Secretary)  
Ms Carmel Kelly  
Mr Walter Balfe  
Ms Mairéad Boland (for item 5.4.1.1)  
Dr Deirdre Stritch (Item 9)  
Ms Mary Sheridan (for item 14)

### **Apologies:**

Ms Róisín Sweeney

The Chairperson informed the Committee that Gerard Morgan, a member of the Programmes and Awards Oversight Committee (PAOC) was unable to attend the meeting as an observer, due to unforeseen circumstances.

## **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 12 September 2019**

**2.1** The Minutes of the PAEC Meeting held on 12 September 2019 were approved by the Committee.

## **3. MATTERS ARISING FROM THE MINUTES OF MEETING OF 12 September 2019**

All 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 12 September 2019**

The Committee APPROVED the Note of the PAEC Meeting of 12 September, for publication on the QQI website.

## **4.2 Report for the Board on the Meeting of 12 September 2019**

The Committee NOTED the Report for the Board on the PAEC Meeting of 12 September 2019.

## **5. PROGRAMME VALIDATION APPLICATIONS**

### **5.1 Further Education and Training (FET) Programmes**

#### **5.1.1 Griffith College**

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

5.1.1.1 PG24201, Certificate in International Foundation Studies, Level 5, Special Purpose Award, 120 Credits

The Committee NOTED that this is the first programme to be validated using the International Foundation Year standards.

#### **5.1.2 Urrús**

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

5.1.2.1 PG24134, Urrús Keyworking, Care Planning and Case Management, Level 6, Minor Award, 30 Credits

#### **5.1.3 Neil Dawn Associates**

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

5.1.3.1 PG24102, Supporting Safety in Healthcare – The Carers Role, Level 5, Minor Award, 45 Credits

#### **5.1.4 Forus Training**

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

5.1.4.1 PG24093, Horticulture, Level 4, Major Award, 90 Credits (CAS)

#### **5.1.5 Tipperary Education and Training Board**

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

5.1.5.1 PG24235, National Tour Guiding, Level 6, Special Purpose Award, 45 Credits (CAS)

#### **5.1.6 Mayo, Sligo and Leitrim Education and Training Board**

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

5.1.6.1 PG24249, Film and Television Production, Level 6, Major Award, 120 Credits (CAS)

## **5.2 Higher Education and Training Programmes – Programme Validation**

No Business

## **5.3 Devolution of Responsibility for Validation Sub-Processes**

No Business

## **5.4 Validation of Research Degree Programmes**

### **5.4.1 Letterkenny Institute of Technology (LYIT)**

The Committee NOTED the documentation circulated. The Committee APPROVED the validation of the following programme:

5.4.1.1 Doctor of Philosophy (PhD) - Discipline of Computing, Information and Communication Technologies, Level 10, Major Award

The Committee NOTED that the above programme included an embedded award (Master of Science by Research in Computing, Level 9, Major Award) awarded by LYIT under Delegated Authority.

## **5.5 Apprenticeship Programmes**

### **5.5.1 Mayo, Sligo and Leitrim Education and Training Board**

The Committee NOTED the documentation circulated. The Committee APPROVED the validation of the following programme, subject to proposed special conditions in the panel report and all the conditions from the 2016 validation policy listed in the proposed Certificate of Validation:

5.5.1.1 PG24153, Advanced Certificate in Sales, Level 6, Major Award, 180 FET Credits

## **6. REVALIDATION**

### **6.1 Application for Extension of Validation Period**

#### **6.1.1 Saint Nicholas Montessori College Ireland (SNMCI)**

The Committee NOTED the documentation circulated.

Saint Nicholas Montessori College Ireland advised that they are seeking an extension of validation as the BA (Hons) in Montessori Education is on teach out. SNMCI is not seeking to revalidate it for a further 5-year cycle. The application for extension is made to ensure there is a continued progression opportunity for the remaining final two cohorts of learners on the Level 7 Bachelor of Arts in Montessori Education programme.

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

6.1.1.1 PG20112, Bachelor of Arts (Honours) in Montessori Education, Level 8, Major Award, 60 Credits

### 6.1.2 Hibernia College

The Committee NOTED the documentation circulated.

Hibernia College advised that they are seeking an extension of validation for two programmes. The timelines for approval of these programmes with the Teaching Council are synchronised with QQI validation and programme review periods i.e. they are approved for five years. The Teaching Council is currently undertaking a review of their processes and is liaising with providers of these programmes. While timelines are not currently available, Hibernia College expects that applications for the re-approval of the programmes will be accepted during 2020. Hibernia College anticipates it will engage in review and revalidation in advance of the expiry of the proposed extended validation period, subject to Teaching Council timelines.

The Committee APPROVED the request to extend the last intake date for the following programmes to August 2021. The programmes currently have a last intake date of August 2020:

6.1.2.1 PG21507, Professional Master of Education in Primary Education, Level 9, Major Award, 120 Credits

PG21195, Professional Master of Education in Post Primary Education, Level 9, Major Award, 120 Credits

### 6.1.3 Irish College of Humanities and Applied Sciences Limited (ICHAS)

The Committee NOTED the documentation circulated.

Irish College of Humanities and Applied Sciences Limited (ICHAS) advised that they are seeking a one-year extension of validation for the programmes below. All six master's programmes (each with an embedded exit postgraduate award) currently has a last intake date of September 2019. They are all single intake programmes.

When QQI developed its Award Standards for Counselling and Psychotherapy in 2014, ICHAS undertook Programmatic Review and Revalidation for the programmes and embedded exit only awards in order to ensure consistency with the Award Standards. ICHAS did not foresee the downstream implications associated with the concurrent review and revalidation of almost all of their provision in 2019/2020.

ICHAS is currently working on rationalising its provision at undergraduate level. They intend to submit a Bachelor of Arts (Honours) in Counselling and Psychotherapy programme with a number of streams for new programme validation in early 2020. The college anticipates that this new programme with streams will replace its current undergraduate provision of four bachelor's degrees and associated embedded awards.

The Committee APPROVED the request to extend the last intake date for the following programmes to September 2020. The programmes currently have a last intake date of September 2019:

6.1.3.1 PG21835, Master of Arts in Counselling and Psychotherapy, Level 9, Major Award, 90 Credits

PG21836, Postgraduate Diploma in Arts in Counselling and Psychotherapy, Level 9, Major Award, 60 Credits (*Exit Award*)

PG21824, Master of Arts in Cognitive Behavioural Therapy, Level 9, Major Award, 90 Credits

PG21825, Postgraduate Diploma in Arts in Cognitive Behavioural Therapy, Level 9, Major Award, 60 Credits (*Exit Award*)  
PG21828, Master of Arts in Counselling and Pastoral Care, Level 9, Major Award, 90 Credits  
PG21829, Postgraduate Diploma in Arts in Counselling and Pastoral Care, Level 9, Major Award, 60 Credits (*Exit Award*)  
PG21830, Master of Arts in Clinical Supervision in Professional Practice, Level 9, Major Award, 90 Credits  
PG21831, Postgraduate Diploma in Arts in Clinical Supervision in Professional Practice, Level 9, Major Award, 60 Credits (*Exit Award*)  
PG21832, Master of Arts in Leadership and Management, Level 9, Major Award, 90 Credits  
PG21834, Postgraduate Diploma in Arts in Leadership and Management, Level 9, Major Award, 60 Credits (*Exit Award*)  
PG21826, Master of Arts in Childhood and Adolescent Studies, Level 9, Major Award, 90 Credits  
PG21827, Postgraduate Diploma in Arts in Childhood and Adolescent Studies, Level 9, Major Award, 60 Credits (*Exit Award*)

## **6.2 Revalidation**

### **6.2.1 Independent Colleges**

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programme 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 PG24236, Master of Arts in Dispute Resolution, Level 9, Major Award, 90 Credits

### **6.2.2 Griffith College**

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programmes 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 PG24240, Master of Arts in Education, Learning and Development, Level 9, Major Award, 90 Credits  
PG24241, Postgraduate Diploma in Arts in Education, Learning and Development, Level 9, Major Award, 60 Credits  
PG24242, Certificate in Education, Learning and Development, Level 9, Minor Award, 20 Credits

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

### **7.1 Update on the follow-up of conditions of validation**

#### **International College for Personal and Professional development (ICPPD)**

QQI is required to follow up on any special conditions of validation identified by an evaluation panel. The special conditions of validation that require follow-up are any conditions that have yet to be met at the time of the PAEC meeting at which the relevant application for validation is being considered at, or those conditions that are ongoing in nature and will require explicit monitoring for the period for which the programme has been validated.

The Committee NOTED the documentation circulated. The Committee NOTED that there were two conditions of validation requiring follow-up in relation to the programme listed below:

Bachelor of Arts (Honours) in Holistic Counselling and Psychotherapy, Level 8, Major Award, 240 Credits

On 12 September 2019, the PAEC approved the validation of the above programme subject to the two conditions. The Committee NOTED that the Executive considers that the first condition has been met. The second condition has been recorded and will remain as a special condition of validation pending ICPPD's reengagement with QQI. Ahead of the reengagement meeting, the reengagement panel will be notified of this condition.

## **7.2 Update on the follow-up of conditions of reengagement**

QQI is required to follow up on any special conditions of reengagement identified by an evaluation panel. The special conditions of reengagement that require follow-up are any conditions that have yet to be met at the time of the PAEC meeting at which the relevant application for reengagement is being considered.

The Committee NOTED the update on the following providers' compliance with obligations under Section 30(3) of the Qualifications and Quality Assurance (Education and Training) Act, 2012 regarding publishing the QA procedures as approved during reengagement:

- SQT Training Ltd
- Carlow College
- Chevron Training and Recruitment Ltd
- National College of Ireland (NCI)
- Open Training College
- Hibernia College
- National Learning Network (Rehab Group)
- CCT College
- NCU Training
- IBAT College

## **8. QA FOR COLLABORATIVE AND TRANSNATIONAL PROVISION**

No Business

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

### **9.1 Dublin Business School**

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures of Dublin Business School.

### **9.2 Dublin Business School – Blended Learning**

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures of Dublin Business School – Blended Learning.

### **9.3 A Named Provider**

The Committee NOTED the documentation circulated. The Committee REFUSED to approve with recommendations the Quality Assurance procedures of a named provider (pending mandatory changes being made). The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

### **9.4 A Named Provider**

The Committee NOTED the documentation circulated. The Committee REFUSED to approve with recommendations the quality assurance procedures of a named provider (pending mandatory changes being made). The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

#### **9.5 Setanta College**

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

The Committee NOTED that all mandatory changes confirmed by the PAEC at its meeting on 11 April 2019 had been satisfactorily addressed. The Committee APPROVED the Quality Assurance procedures of Setanta College.

#### **9.6 Leading Healthcare Providers Skillnets**

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures of Leading Healthcare Providers Skillnets.

#### **9.7 HCT Learning**

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

The Committee NOTED that all mandatory changes confirmed by the PAEC at its meeting on 13 June 2019 had been satisfactorily addressed. The Committee APPROVED the Quality Assurance procedures of HCT Learning.

### **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**

No Business

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

**13.1** The Committee NOTED the documentation circulated. At its meeting on 26 September 2019, the PAOC reviewed the decisions of the PAEC meetings of the 19 April 2019, 13 June 2019 and 12 September 2019 to refuse validation of programmes. The PAOC CONFIRMED the decisions of the PAEC to refuse validation of the programmes.

The Committee NOTED the decisions of the PAOC.

### **14. PROPOSAL FOR THE APPLICATION OF THE SCHEDULE OF FEES FOR THE VALIDATION OF FET PROGRAMMES**

**14.1** The Committee NOTED the documentation circulated. At its meeting on 7 February 2018, the PAEC considered a proposal on how the current fee schedule would be applied to HET programmes. The Committee was now being asked at this meeting to consider a proposal on how the fee schedule should be applied to FET programmes.

Following discussion, it was agreed that any proposal of fees would have to be considered by the Executive Management Team and that consideration of this would be deferred until QQI has submitted a further proposal around a funding model. Any new application of fees will be considered by the Board.