

Quality and Qualifications Ireland

PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Note of the second meeting of the QQI Programmes and Awards Executive Committee held in QQI offices, 26/27 Denzille Lane, Dublin 2 on **Thursday 12 December 2013 at 9:30am**

PRESENT:

Chairperson: Dr Pdraig Walsh

Committee: Mr Walter Balfe
Ms Orla Lynch
Dr Bryan Maguire
Ms Karena Maguire
Ms Trish O'Brien
Ms Mary Sheridan
Ms Andrina Wafer

In attendance:

Ms Ailbhe O'Donnell (Secretary)
Ms Therese Masterson (Key Executive)
Ms Angela Lambkin
Ms Róisín Sweeney
Ms Sue Hackett (Item 9.2)
Mr John O'Connor (Item 8.2)

1. MINUTES OF THE MEETING OF 9 OCTOBER 2013

The minutes of the PAEC Meeting held on 9 October 2013 were CONFIRMED and SIGNED.

2. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

3. NOTE OF THE MEETING OF 9 OCTOBER 2013

The committee APPROVED the Note of the PAEC Meeting of 9 October 2013 for publication on the QQI website subject to the inclusion of "approval of" in the relevant section to read "APPROVED the withdrawal of the approval of quality assurance procedures"

4. PROGRAMME VALIDATION APPLICATIONS

4.1. Further Education and Training Programmes

4.1.1. 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) in line with QQI's interim procedures and clarification on monitoring issues where applicable.

The committee DECIDED to defer a decision on the validation of the programmes of one provider pending a review of Quality Assurance procedures under 6.6 of the monitoring policy established by FETAC.

For the next meeting, the committee REQUESTED clarification on the categories and types of substantial or high risk issues and PEL requirements that are in process for those that impact on validation decisions.

4.1.2. Detailed Summary Reports

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

4.2. Higher Education and Training Programmes

4.2.1. Griffith College Dublin

The committee NOTED the documentation circulated. Subject to confirmation of arrangements for PEL in line with QQI's interim procedures, the Committee APPROVED the validation of the following programme for five years from September 2014:

- ***Bachelor of Arts in Film and TV Production, Level 7, 180 ECTS***

4.2.2. National College of Ireland

The committee NOTED the documentation circulated and APPROVED the validation of the following programme for five years from December 2013:

- ***Diploma in National and International Selling, Level 7, 60 ECTS***

4.3. Devolution of Responsibility for Validation sub-processes

4.3.1. Griffith College Dublin

The committee NOTED the documentation circulated and APPROVED the validation of the following programmes for five years from February 2014:

- ***Master of Science in International Procurement and Supply Management, Level 9, 90 ECTS***
- ***Postgraduate Diploma in International Procurement and Supply Management, Level 9, 60 ECTS***

The committee NOTED the documentation circulated and APPROVED the validation of the following programmes for five years from February 2014:

- ***Master of Science in International Business and Law, Level 9, 90 ECTS***
- ***Postgraduate Diploma in International Business and Law, Level 9, 60 ECTS***

4.3.2. National College of Ireland

The committee NOTED the documentation circulated and APPROVED the validation of the following programme for five years from January 2014:

- ***Certificate in Workplace Adjudication, Level 8, Special Purpose Award , 20 ECTS***

4.4. Validation of Research Degree Programmes

4.4.1. Research Validation – Institute of Technology Tralee Review

The committee NOTED the documentation circulated. The committee ADOPTED the Panel Report and NOTED the Institute's Response. The Committee DECIDED the following:

- The institute is to draw up an Action Plan to deal with the recommendations in the report
- QQI is to request confirmation from the Institute in mid-January that Recommendations 5, 10, 11 have been implemented
- The Institute is to submit a follow-up report after six months on the implementation of the other recommendations
- When QQI is satisfied with the Action Plan, recruitment to IT Tralee research degree programmes may resume

The committee AGREED that the Panel Report, IT Tralee Response and the Institutional Implementation Plan are to be published on the QQI website with a link to the IT Tralee self-evaluation report on the Institute's website.

4.4.2. Research Accreditation in Institutes of Technology

The committee NOTED the position paper on Research Programme Validation which also incorporated recent research review outcomes. Following considerable discussion, the committee DECIDED to recommend to the Board that QQI should merge the research approval and research accreditation processes into an overall research validation process for delegation of authority to make awards at Level 9. Consequently, Institutes of Technology that are active in research at Level 9 will be required to seek DA for research programmes at Level 9. As this will require an

amendment to the existing policy, it was AGREED that QQI should produce a white paper as a priority.

4.5. Springboard Approvals

No Business

5. PROGRAMMATIC REVIEW

5.1. Irish Institute of Purchasing and Materials Management Programme

The committee NOTED the documentation circulated. Subject to confirmation of arrangements for Protection for Enrolled Learners in line with QQI's interim procedures, the Committee APPROVED the re-validation of the following programmes for five years from September 2013:

Major Awards

- *Bachelor of Business (Hons) in Procurement and Supply Management (Add-on), major award, Level 8, 60 credits*
- *Bachelor of Business in Procurement and Supply Management (Add-on), major award, Level 7, 60 credits*
- *Higher Certificate in Business in Procurement, major award, Level 6, 120 credits*

Minor awards

- *Certificate in Purchasing Fundamentals, Level 6, 30 credits*
- *Certificate in Warehousing and Supply, Level 6, 35 credits*
- *Certificate in Public Procurement, Level 6, 30 credits*

6. QA FOR COLLABORATIVE AND TRANSNATIONAL PROVISION AND JOINT AWARDING

6.1. Dublin Business School:

Quality Assurance Procedures of Collaborative and Transnational Provision

The committee NOTED the documentation circulated and APPROVED the DBS Quality Assurance Procedures for Collaborative and Transnational Provision and Joint Awarding Arrangements.

6.2. Limerick Institute of Technology (LIT):

Quality Assurance Procedures of Collaborative and Transnational Provision

The committee NOTED the documentation circulated and APPROVED the LIT Quality Assurance Procedures for Collaborative and Transnational Provision and Joint Awarding Arrangements.

7. DELEGATED AUTHORITY

No Business

8. RECOGNITION

8.1. Withdrawal of the approval of quality assurance procedures

No Business

8.2. Alignment of International Therapy Examination Council (ITEC) awards with NFQ

The committee NOTED the documentation circulated and the verbal report presented. The committee APPROVED the alignment of awards made by ITEC with the National Framework of Qualifications. The Committee DECIDED that QQI should not accept further applications for alignment of awards with the NFQ under Group C policy after 28 March 2014. An Agreement between NQAI and Ofqual (Office of Qualifications and Examinations Regulation, UK) on the alignment and quality assurance of the awards of Ofqual recognised Awarding Organisations, awarded to learners within the jurisdiction of the Irish National Framework of Qualifications (NFQ), commenced on 28 March 2011 and was scheduled to run for three years. This agreement, which transitioned into a QQI/Ofqual agreement in November 2012 will expire on 28 March 2014.

9. PAPERS/PROPOSALS FOR NOTING/DECISION BY THE COMMITTEE

9.1. Paper outlining the internal processes and procedures for the appointment of expert panels for Programme validation

The committee NOTED the position paper outlining the internal processes and procedures for the appointment of expert panels for Programme validation circulated and the verbal report presented. The paper set out the current position on the types of panels used for programme validation processes in Further Education and Training and in Higher Education and Training and how members are recruited to a panel.

9.2. Paper and Policy recommendations on the GMAT and IELTS levels for entry to bachelor and master degree programmes

The committee NOTED the paper - International Education: English language for academic contexts – requirements and provision, and the verbal report presented. The Committee agreed to adopt the policy recommendations as interim threshold guidelines until a final policy has been developed via the normal consultation route. The Committee decided that the position paper should be published subject to minor editing and removal of all references to the GMAT.

9.3. Proposal on options for how monitoring findings and substantial or high-risk issues will impact on validation decisions

The committee NOTED the documentation circulated and the verbal report presented. The committee considered the proposed options and DECIDED on Option 1 regarding actions to be taken by the committee where monitoring issues including substantial or high-risk issues are identified with providers. Option 1 read as follows:

All monitoring issues including substantial or high-risk issues - providers to be advised that if there are any monitoring issues, validation applications will not be processed. This would require prior agreement on what issues would be significant enough to halt validation.

The committee requested the Executive to place all current operating procedures and protocols relating to the existing FET Monitoring Policy into a single document. These procedures (and conditions) are currently set out in the procedures of a range of other FE legacy processes (Provider Registration; Provider Quality Assurance; Programme Validation).

10. REFERRAL OF ITEMS TO THE PROGRAMMES AND AWARDS OVERSIGHT COMMITTEE

There were no referrals.

11. REVIEW OF COMMITTEE OPERATIONS

No business