

**Dearbhú Cáilíochta agus Cáilíochtaí Éireann**

**Quality and Qualifications Ireland**

**APPROVALS AND REVIEWS COMMITTEE**

Note of the tenth meeting of the QQI Approvals and Reviews Committee, held in the **QQI Boardroom, 26-27 Denzille Lane, Dublin 2 on Wednesday 15 February 2017 at 12:00 p.m.**

**Present:**

Dr Kevin Ryan (Chair)  
Dr Martin Lyes  
Mr Maurice Buckley  
Ms Colette Harrison

**In attendance:**

Ms Gráinne Power, Secretary  
Mr Walter Balfe

**Apologies:**

Ms Una Buckley  
Mr Jack Leahy  
Ms Marie Kehoe-O'Sullivan

**1. APPROVAL OF AGENDA AND CONFLICT OF INTEREST**

The Committee approved the agenda for this meeting and confirmed that there were no conflicts of interest in relation to any of the items of business before the committee. The committee agreed to defer Item 11 to a future date.

**2. MINUTES OF THE PREVIOUS MEETING**

The Committee approved the Minutes of the ARC Meetings held on 13 July 2016 and 19 July 2016 subject to an amendment to the final sentence to reflect the Meeting Note of 19 July 2017

**3. NOTES OF THE PREVIOUS MEETING**

The Committee approved the Notes of the ARC meeting held on 13 July 2016 and 19 July 2016 for publication to the QQI website.

**4. MATTERS ARISING FROM THE MINUTES**

There were no Matters Arising from the minutes of the meetings held on 13 July 2016 and 19 July 2016.

**5. AMENDMENTS TO COMMITTEES TERMS OF REFERENCE**

The Committee noted the amendment to the Chairperson and Vice Chairperson section of the Terms of Reference.

## **6. UPDATE ON CODE OF PRACTICE FOR THE GOVERNANCE OF STATE BODIES**

The Committee noted the updates to the Code and requested that QQI in the course of implementing the updates that any issues relevant to the Committee be brought to their attention.

## **7. QUALITY ASSURANCE PROCEDURES**

### **7.1 Approval of Draft Quality Assurance Procedures: Creedons College of Canine Studies** Walter Balfe joined the meeting to present items 7, 8 and 9.

Following discussion, the Committee noted the recommendation of QQI executive(A10/7.1) based on the recommendation of the Quality and Capacity Evaluation Panel report (A10/7.2). The Committee approved the draft Quality Assurance procedures of Creedons College of Canine Studies. As a result, Creedons College of Canine Studies is approved to progress to Stage 2 of the access to initial programme validation process.

## **8. QUALITY ASSURANCE PROCEDURES**

### **8.1 Approval of Draft Quality Assurance Procedures: Institute of Supply Chain Excellence**

Following discussion, the Committee noted the recommendation of QQI executive(A10/8.1) based on the recommendation of the Quality and Capacity Evaluation Panel report (A10/8.2). The Committee approved the draft Quality Assurance procedures of Institute of Supply Chain Excellence. As a result, Institute of Supply Chain Excellence is approved to progress to Stage 2 of the access to initial programme validation process.

## **9. QUALITY ASSURANCE PROCEDURES**

### **9.1 Approval of Draft Quality Assurance Procedures: Applicant Provider**

Following discussion, the Committee noted the recommendation of QQI executive(A10/9.1) based on the recommendation of the Quality and Capacity Evaluation Panel report (A10/9.2). The Committee refused to approve, but with

recommendations, the draft Quality Assurance procedures of the Applicant Provider at this time.

**10. SCHEDULE OF MEETINGS 2017**

Agreed the dates for meetings of the Committee subject to the volume of business requiring decision in 2017:

Wednesday 12 April 2017

Wednesday 5 July 2017

Wednesday 20 September 2017

Wednesday 6 December 2017

**11. REVIEWS – Presentation by Orla Lynch, Head of Cyclical Reviews**

This item was deferred to a future meeting.

**12. ANY OTHER BUSINESS**

The Chair thanked Maurice Buckley for his contribution to the Committee during his membership and extended the Committee's best wishes.

**The Chair closed the meeting.**