

PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Thursday 13 June 2019 at 9:30am

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

Note of the 40th 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 13 June 2019**.

Present:

Dr Pdraig Walsh (Chairperson)
Ms Angela Lambkin
Dr Bryan Maguire
Dr John O'Connor
Ms Marie Gould

In attendance:

Ms Therese Masterson (Key Executive)
Ms Janet Cawley (Secretary)
Ms Carmel Kelly
Mr Walter Balfe
Dr Deirdre Stritch (Items 9 and 15)
Ms Andrea Boland (Item 14)
Ms Roisín Morris-Drennan (Item 16)

Apologies:

Ms Barbara Kelly
Ms Róisín Sweeney

The Chairperson welcomed Angela Lambkin to the Committee for a new term.

(Note: Item 4.3 (Committee Membership) was taken at this point of the meeting.)

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 11 April 2019

2.1 The Minutes of the PAEC Meeting held on 11 April 2019 were approved by the Committee.

3. MATTERS ARISING FROM THE MINUTES OF MEETING OF 11 April 2019

3.1 Schedule of Last Intake Dates

The Committee NOTED that the Executive is working on the proposed wording to be issued to providers which will clarify intake dates on Certificates of Validation. This will be brought to the next PAEC meeting on 18 July.

All other 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 11 April 2019

The Committee APPROVED the Note of the PAEC Meeting of 11 April 2019 for publication on the QQI website.

4.2 Report for the Board on the Meeting of 11 April 2019

The Committee NOTED the Report for the Board on the PAEC Meeting of 11 April 2019.

4.3 Membership of Committee *(Note: this Item was taken at the beginning of the meeting)*

The Committee NOTED the documentation tabled at the meeting. At its meeting on 15 February 2019, the Board noted that there can be instances between Board meetings when changes are required to Executive membership leaving unnecessary vacancies at times. Consequently, the Board agreed that the Chief Executive could, in consultation with the Chairperson of the Board, approve the Executive membership of QQI Committees.

The Executive appointed Angela Lambkin (Head of Information) as a member of the Committee for three years with effect from 13 June 2019. The current membership of the PAEC is as follows:

- Padraig Walsh (Chairperson)
- Angela Lambkin
- Barbara Kelly
- Bryan Maguire
- John O'Connor
- Marie Gould
- Róisín Sweeney

There is still one more appointment to be made.

5. PROGRAMME VALIDATION APPLICATIONS

5.1 Further Education and Training (FET) Programmes

5.1.1 Kilkeny and Carlow Education and Training Board

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

- 5.1.1.1 Beauty Therapy, Level 5, Major Award, 120 Credits
- 5.1.1.2 Youth Work, Level 5, Major Award, 120 Credits

5.1.2 Farm Advisory Services Ltd

The Committee NOTED the documentation circulated and the detailed report presented.

- 5.1.2.1 Farming, Level 6, Special Purpose Award, 50 Credits
- 5.1.2.2 Agriculture, Level 5, Major Award, 120 Credits

Following discussion, the Committee deferred consideration of this item until the next PAEC meeting on 18 July pending further clarification by the executive.

5.2 Higher Education and Training Programmes - Programme Validation

No Business

5.3 Devolution of Responsibility for Validation sub-processes

5.3.1 National College of Ireland

The Committee NOTED the documentation circulated. The Committee APPROVED the validation of the programmes below for five years subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificates of Validation:

- 5.3.1.1 Bachelor of Science (Honours) in Data Science, Level 8, Major Award, 240 Credits
- Bachelor of Science (Ordinary) in Data Science, Level 7, Major Award, 180 Credits (Exit Award)
- Higher Certificate in Science in Data Science, Level 6, Major Award, 120 Credits
- Certificate in Introductory Data Science, Level 6, Special Purpose Award, 10 Credits

The Committee noted that the recommended special conditions of validation included in the reports have all been met.

5.3.2 A Named Provider

The Committee REFUSED the validation of one programme of one provider.

The decision to refuse validation of the programme will be referred to the Programmes and Awards Oversight Committee (PAOC) for confirmation or referral back to the PAEC.

5.4 Validation of Research Degree Programmes

No Business

5.5 Apprenticeship Programmes

No Business

6. REVALIDATION

6.1 Application for Extension of Validation Period

6.1.1 Griffith College

The Committee NOTED the documentation circulated. The Committee APPROVED the request to extend the last intake date for the following programmes to August 2020. The programmes currently have a last intake date of September 2018:

- 6.1.1.1 Bachelor of Arts in Film and TV Production, Level 7, Major Award, 180 Credits
- 6.1.2.1 Master of Science in Network and Information Security, Level 9, Major Award, 90 Credits
- Postgraduate Diploma in Science in Network and Information Security, Level 9, Major Award, 60 Credits
- Master of Science in Big Data Management and Analytics, Level 9, Major Award, 90 Credits

Postgraduate Diploma in Science in Big Data Management and Analytics, Level 9, Major Award, 60 Credits

6.1.3.1 Master of Science in International Business and Law, Level 9, Major Award, 90 Credits

Postgraduate Diploma in Science in International Business and Law, Level 9, Major Award, 60 Credits

Master of Science in International Procurement and Supply Chain Management, Level 9, Major Award, 90 Credits

Postgraduate Diploma in Science in International Procurement and Supply Chain Management, Level 9, Major Award, 60 Credits

The Committee NOTED that Griffith College has an extensive schedule of programme reviews and revalidations underway.

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

No Business

8. QA FOR COLLABORATIVE AND TRANSNATIONAL PROVISION

No Business

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

9.1.1 Chevron Training and Recruitment Ltd

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures of Chevron Training and Recruitment Ltd.

9.1.2 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 provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.1.3 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 provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.1.4 National College of Ireland

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

9.1.5 **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 provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.1.6 **The Open Training College**

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

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 3 May 2019, the PAOC reviewed the decisions of the PAEC meetings of 7 February 2019 and 19 April 2019, to refuse validation of programmes of the following providers:

- The Acorn Project
- Dublin Business School
- A named provider

The PAOC CONFIRMED the decisions of the PAEC to refuse validation of the following programmes:

- The Acorn Project
 - General Learning, Level 2
- Dublin Business School
 - Certificate in Marketing and Information Technology, Level 7

The PAOC has requested that PAEC direct the executive to obtain from the named provider a formal confirmatory response to the final independent evaluation report for the three programmes which were refused validation at the April meeting of the PAEC.

The Committee NOTED the decisions of the PAOC.

14. REPORT: HIGHER EDUCATION AND APPRENTICESHIP PROGRAMMES – PROGRAMME VALIDATION. EVALUATOR AND APPLICANT PROVIDER FEEDBACK AND QQI RESPONSE - 2018

14.1 The Committee NOTED the documentation circulated.

The Committee NOTED the report *Higher Education and Apprenticeship Programmes – Programme Validation. Evaluator and Applicant Provider Feedback and QQI Response – 2018.*

15. A NAMED PROVIDER – MONITORING DATA

16. UPDATE ON PROGRESS AGAINST EDUCATION AND TRAINING BOARD (ETB) QUALITY IMPROVEMENT PLANS

16.1 The Committee NOTED the documentation circulated.

This provided an update on the implementation of the Quality Improvement Plans (QIPs) developed by the ETBs as part of the re-engagement process. It outlined the main themes emerging from the reports and dialogue meetings with the ETBs.

Following completion of all 16 dialogue meetings, QQI will prepare a report on the emerging findings. It is also intended that the QQI CEO will meet with the ETB Chief Executives in September to reflect on the issues identified.

The Committee NOTED the update of progress against the QIPs.

The Committee ADVISED that an annual update to the Committee against the QIPs would suffice.