

## **National Qualifications Authority of Ireland**

### **Meeting in Authority Offices**

**Wednesday 29 November 2006**

#### **Present:**

Mr. Paul Haran (Chairperson)  
Dr. Caroline Hussey (Deputy Chairperson)  
Ms. Inez Bailey  
Dr. Seán Conlan  
Mr. Eamon Devoy  
Mr. Colm Hamrogue  
Prof. Anne Moran (by video conferencing)  
Ms. Caroline Nash  
Mr. Pat O'Callaghan  
Mr. Martin Shanahan  
Mr. Seán Ó Foghlú (Chief Executive) (Absent for items 5 and 6)

#### **Apologies:**

Dr. Abrar Hasan

#### **In attendance:**

Ms. Claire Byrne (Director of Corporate Affairs) (Absent for items 5 and 6)  
Dr. Jim Murray (Development Project Leader) (Absent for items 5 and 6)

### **1. Minutes**

The minutes of the meeting held on 21 September 2006 were agreed and signed.

The Authority noted the importance of the appointment of corporate bodies for FETAC and HETAC as soon as possible and expressed concerns regarding the desire for a speedy appointment. The Authority requested that this would be conveyed to the Department of Education and Science.

### **2. Authority Quality Management Review**

The Authority noted the paper that had been prepared and circulated by the executive.

The Authority considered the draft terms of reference and protocol for the review and noted the consultation process that had been undertaken by the executive and the steps taken to ensure the independence of the review. The Authority approved the draft terms

of reference and protocol for the review for submission to the Department of Education and Science for consideration in association with the Department of Enterprise, Trade and Employment. The Authority noted that following the formal adoption of the terms of reference by the Department of Education and Science in association with the Department of Enterprise, Trade and Employment the review panel will be appointed by the Department of Education and Science in association with the Department of Enterprise, Trade and Employment.

The Authority also noted the plans of the executive for the involvement of the Authority at a reference group meeting on 6 February 2007 to discuss developments in the quality review and plans for the Framework implementation review.

### **3. Budget/Financial Paper**

The Authority noted the paper prepared by the executive.

The Authority noted the up-to-date position in relation to budget estimates and anticipated expenditure to the end of 2006 for the Authority and the two Awards Councils. The Authority also noted that the Further Education and Training Awards Council expected to receive approval in principle for its ICT project from the Department of Education and Science prior to the end of the year in which case the Council will require an additional funding allocation to cover the estimated project costs that arise in 2006. The Authority agreed to the allocation of additional funding of €600,000 to the Council subject to the Council receiving approval in principle for the ICT project from the Department of Education and Science. The Authority also requested that the executive would convey to FETAC the Authority's view that there is a need to ensure compatibility between the new FETAC system and those of the Council's diverse providers. The Authority agreed to increase the Authority's own allocation by €150,000 to cover marketing and promotion costs associated with the National Framework of Qualifications and the international recognition of qualifications incurred in 2006.

The Authority noted the update on the status of the audit of the Authority's financial statements for 2005 and approved the Authority's annual compliance statement for signing by the Chairperson.

The Authority noted the update on the work of the Internal Audit Committee and following recommendations by the Committee agreed the adoption of the annual internal audit review report and amendments to the Authority's system of internal financial controls.

### **4. Staffing of the Authority**

The Authority noted the paper that had been prepared and circulated by the executive.

The executive of the Authority left the meeting for the next two items.

**5. Discussion without executive**

The Authority created this opportunity for members to have a general discussion of issues without the executive present.

**6. Update on Framework and Access, Transfer and Progression Implementation**

The Authority noted the updates paper that had been prepared and circulated by the executive in relation to the implementation of the Framework and of the related policies on access, transfer and progression.

The Authority noted the continuing Framework communication activities and in particular, the ongoing work in area of recruitment and the referencing of qualifications. The Authority also noted the work by the executive on issues relating to engineering qualifications and local authority recruitment.

**7. Recognition of International Awards and Europass**

The Authority noted the paper on developments in the area of recognition of international awards and in Europass.

**8. Decentralisation**

The Authority noted the paper prepared by the executive in relation to decentralisation of the Authority to Edenderry.

**9. Updates**

The Authority noted the paper that had been prepared and circulated by the executive.

**10. Future Authority Meetings**

The next meeting of the Authority will take place at 11am in the Authority's offices on Wednesday 31 January 2007.

The following revised schedule of dates for meetings of the Authority to November 2007 was agreed:

- Wednesday 31 January
- Wednesday 21 March
- Thursday 7 June
- Wednesday/Thursday 11/12 July
- Wednesday 26 September
- Wednesday 28 November

All meetings with the exception of the July meeting will be held in the Authority's offices. The meetings will start at 11am. The detailed arrangements for the July 2007 meeting will be decided upon in due course.

The meeting concluded.

**Chairperson** \_\_\_\_\_

**Date:** \_\_\_\_\_