PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Thursday 9 June 2022 at 9:30am

via Microsoft Teams

Note of the 60th meeting of the QQI Programmes and Awards Executive Committee held via Microsoft Teams, at 9:30am on **Thursday 9 June 2022.**

Present:	**In attendance:**
Dr Padraig Walsh (Chairperson)	Ms Janet Cawley (Secretary)
Ms Angela Lambkin	Ms Marie Mattimoe
Ms Barbara Kelly	Mr Walter Balfe
Dr Jim Murray	Ms Michelle Gallagher
Dr John O'Connor	Ms Órla Barry
Ms Mary Grennan	Mr Dimitrios Paraskevas

The Chair informed the Committee that this was Angela Lambkin's final PAEC meeting and thanked Angela for her excellent contribution to the Committee during her term of office.

1. **APPROVAL OF AGENDA AND POTENTIAL CONFLICTS OF INTEREST**

2. **MINUTES OF MEETING OF 7 APRIL 2022**

    2.1 The Minutes of the PAEC Meeting held on 7 April 2022 were approved by the Committee.

3. **MATTERS ARISING**

    3.1 Dorset College

    At the April PAEC meeting, a discussion around the approval of a Level 5 Special Purpose Award (120 credits) in International Foundation Studies took place.

    The Committee NOTED that while the credit volume may be unusual for a FET award of this type, it is within the acceptable credit range as set out in QQI policy on making awards. The offer is also consistent with the credit volume and award type as prescribed in the Level 5 award standard for Pre-Higher Education Foundation Awards for International Students.

    3.2 Letterkenny Institute of Technology (LYIT)

At the April PAEC meeting the Committee discussed the PhD validation request from LYIT pending the imminent establishment of ATU.

The Committee noted that the executive has engaged with the South East Technological University and all of the recently established TUs to ensure an orderly administrative handover of the QQI register of PhD students, consistent with the transition awarding arrangements under the TU Act.

Any 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 7 April 2022

The Committee APPROVED the Note of the PAEC Meeting of 7 April 2022 for publication on the QQI website.

4.2 Report for the Board on the Meeting of 7 April 2022

The Committee NOTED the Report for the Board on the PAEC Meeting of 7 April 2022.

5. PROGRAMME VALIDATION APPLICATIONS

5.1 Further Education and Training (FET) Programmes

5.1.1 DCM Learning

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

5.1.1.1 PG24513, Supervisory Management, Level 6, Minor Award, 15 FET Credits, *CAS Award*

5.1.2 Security Institute of Ireland

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

5.1.2.1 PG24745, Security Guarding Skills, Level 4, Special Purpose Award, 10 FET Credits, *CAS Award*

5.1.3 Tipperary ETB

The Committee NOTED the documentation circulated and the detailed report presented. 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 Certificate of Validation:

5.1.3.1 PG24793, Level 5 Specific Purpose Certificate in Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits, *Non-CAS*
PG24795, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits, *Non-CAS*

PG24798, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits, *Non-CAS, Microcredential*

5.1.4 Limerick and Clare ETB

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

5.1.4.1 PG24890, Advanced Certificate in Broadcasting, Level 6, Major Award, 120 FET Credits, *CAS Award, ETB Sharing of Validated Programmes*

5.1.5 Waterford and Wexford ETB

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

5.1.5.1 PG24870, Media Production, Level 5, Major Award, 120 FET Credits, *CAS Award*, *ETB Sharing of Validated Programmes*

5.1.6 Kilkenny and Carlow ETB

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the programme below subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

5.1.6.1 PG24777, Level 5 Specific Purpose Certificate in Digital Assisted Eco Driving (Coach and Bus), Level 5, Special Purpose Award, 10 FET Credits, *Non-CAS, Differential Validation*

5.1.7 Mayo, Sligo and Leitrim ETB

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the programme below subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

5.1.7.1 PG24778, Level 5 Specific Purpose Certificate in Digital Assisted Eco Driving (Coach and Bus), Level 5, Special Purpose Award, 10 FET Credits, *Non-CAS, Differential Validation*

5.1.8 Waterford and Wexford ETB

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the programme below subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

5.1.8.1 PG24767, Level 5 Specific Purpose Certificate in Digital Assisted Eco Driving (Coach and Bus), Level 5, Special Purpose Award, 10 FET Credits, *Non-CAS, Differential Validation*

5.2 Higher Education and Training Programmes – Programme Validation

5.2.1 Saint Nicholas Montessori College Ireland

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the programme below for three years subject to any special conditions of

validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

5.2.1.1 PG24524, Certificate in Access to Higher Education Academic Skills, Level 6, Special Purpose Award, 10 Credit, *Microcredential*

5.2.2 **Galway Business School**

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the programme below for three years subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

5.2.2.1 PG24766, Certificate in Digital Marketing Practice, Level 6, Special Purpose Award, 10 Credits, *Microcredential*

5.2.3 **IICP College**

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the programmes below subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

5.2.3.1 PG24953, Master of Science in Pluralistic Counselling and Psychotherapy, Level 9, Major Award, 90 Credits
PG24955, Postgraduate Diploma in Science in Pluralistic Counselling and Psychotherapy, Level 9, Major Award, 60 Credits *(Exit Award)*
PG24954, Certificate in Cognitive Behavioural Therapy, Level 9, Minor Award, 10 Credits, *Differential Validation*

5.2.4 **Dublin Business School**

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the programmes below subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

DBS submitted two programmes (a principal with an embedded) as part of an Online Provision Pilot.

5.2.4.1 PG24744, Master of Science in Digital Marketing and Analytics, Level 9, Major Award, 90 Credits
PG24748, Postgraduate Diploma in Science in Digital Marketing and Analytics, Level 9, Major Award, 60 Credits *(Exit Award)*, *Differential Validation, Online Provision Pilot*

The applications submitted for the Online Provision Pilot are differential validation applications of DBS's Master of Science in Digital Marketing and Analytics and embedded exit award programme validated in 2021. The differential validation application is to include online delivery provision to the programmes. The new version of the programmes would have the same last intake date of 31 December 2026 as approved for the original version.

The Committee NOTED the documentation circulated and the detailed report presented. The Committee APPROVED the validation of the programme below subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

The differential validation application was to include a new 'Global Business' elective pathway (comprising of three new modules).

5.2.4.2 PG24869, Bachelor of Arts (Honours) in Business, Level 8, Major Award, 180 ECTs *Differential Validation*

5.2.4.3 **A Named Provider**

The Committee NOTED the documentation circulated and the detailed report presented. The Committee agreed with the recommendation to REFUSE validation of the two programmes. The decision to refuse validation will be referred to the Programmes and Awards Oversight Committee (PAOC) for confirmation or referral back to the PAEC.

5.3 Devolution of Responsibility (DR) for Validation Sub-Processes

5.3.1 **National College of Ireland – revised DR Procedure**

The Committee NOTED the Explanatory Memorandum and documentation circulated.

In 2021 NCI sought to revise the agreed Devolved Responsibility procedures after the emergence of the Microcredential validation process to include a procedure for desk review evaluation under DR. The final draft of the procedures was approved by NCI's Internal Academic Operations Committee in October 2021.

The Committee NOTED the revised procedures for devolved responsibility for arranging Independent Evaluation Reports.

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 **Fast Track into Information Technology**

The Committee NOTED the documentation circulated. Fast Track into Information Technology (FIT) requested a one-year extension of validation for the following programme:

6.1.1.1 PG24039, Advanced Certificate in Cybersecurity, Level 6, Major Award, 172 Credits

The rationale for this request was that FIT had commenced a volume of activity to prepare for the upcoming review and revalidation of two other apprenticeship programmes, the Advanced Certificate in Computer Programming and the Advanced Certificate in Computer Networking, before commencing the review of the Advanced Certificate in Cybersecurity. FIT indicated that this timeline would ensure that it could plan for concluding these review processes sustainably.

The Committee APPROVED the request to extend the last intake date of the programme above to April 2023.

6.1.2 **Gaelchultúr Teoranta**

The Committee NOTED the documentation circulated. Gaelchultúr requested a one-year extension of validation to the following programme:

6.1.2.1 PG22565, An Dioplóma Iarchéime san Aistriúchán / Postgraduate Diploma in Arts in Translation, Level 9, Major Award, 60 Credits

Gaelchultúr stated that as a result of the re-engagement process and the annual quality review that it has completed in recent years and the administrative tasks that were to be completed as part of these processes, Gaelchultúr did not have the resources to complete the review and revalidation of the Dioplóma Iarchéime San Aistriúchán as it would have liked.

The Committee APPROVED the request to extend the last intake date of the programme above to September 2022.

6.2 **Applications for Revalidation**

6.2.1 **Rehab Group - National Learning Network**

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

6.1.2.1 PG24776, Skills for Life - Level 2, Level 2, Major Award, 30 FET Credits, *CAS Award*
PG24818, Skills for Life - Level 1, Level 1, Major Award, 20 FET Credits, *CAS Award*

6.2.2 **CCT College Dublin**

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programme for five years, 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 PG24944, Bachelor of Business (Honours), Level 8, Major Award, 60 Credits

6.2.3 **The American College Dublin**

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

6.2.3.1 PG24936, Master of Business in International Business, Level 9, Major Award, 90 Credits
PG24937, Bachelor of Arts (Honours) in International Business, Level 8, Major Award, 186 Credits
PG24942, Bachelor of Arts (Honours) in Liberal Arts, Level 8, Major Award, 180 Credits

6.2.4 **National College of Ireland**

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

6.2.4.1 PG24881, Master of Business Administration, Level 9, Major Award, 90 Credits

PG24946, Postgraduate Diploma in Business in Administration, Level 9, Major Award, 60 Credits *(Exit Award)*
PG24948, Certificate in Business Intelligence, Level 9, Minor Award, 5 Credits
PG24949, Certificate in Science of Decision Making, Level 9, Minor Award, 5 Credits PG24950, Certificate in Sustainable Business Leadership, Level 9, Minor Award, 5 Credits

PG24880, Master of Science in Entrepreneurship, Level 9, Major Award, 90 Credits
PG24886, Postgraduate Diploma in Business in Entrepreneurship, Level 9, Major Award, 60 Credits

PG24883, Master of Science in International Business, Level 9, Major Award, 90 Credits
PG24938, Postgraduate Diploma in Business in International Business, Level 9, Major Award, 60 Credits

PG24932, Master of Science in Management, Level 9, Major Award, 90 Credits
PG24939, Postgraduate Diploma in Business in Management, Level 9, Major Award, 60 Credits

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

6.2.4.2 PG24917, Master of Arts in Human Resource Management, Level 9, Major Award, 90 Credits
PG24931, Postgraduate Diploma in Arts in Human Resource Management, Level 9, Major Award, 60 Credits

PG24940, Bachelor of Arts (Honours) in HRM Strategy and Practice, Level 8, Major Award, 180 Credits
PG24941, Diploma in HRM Strategy and Practice, Level 7, Minor Award, 60 Credits

6.3 Request for Modification of Validated Programmes
No Business

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

7.1 Update on the follow-up of conditions of validation

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, or those conditions that are ongoing in nature and will require explicit monitoring for the period for which the programme has been validated.

7.1.1 Royal College of Physicians Ireland

The Committee NOTED the documentation circulated a. At the PAEC meeting on 10 February 2022, QQI validated, with two conditions, the following programme from Royal College of Physicians Ireland (RCPI):

PG24845 Certificate in Quality Improvement Leadership in Healthcare

The Committee NOTED that the executive considers that both conditions of validation have been met and that no further follow-up is required.

7.2 Update on the follow-up of conditions of QA Approval

As part of its internal quality assurance procedures, the executive is required to follow up on any Conditions of QA Approval imposed by the Programmes and Awards Executive Committee.

7.2.1 LEAP Leading Enterprises to Advanced Performance Limited

The Committee NOTED the documentation circulated. At its meeting on 7 April 2022, the PAEC approved the QA procedures of LEAP Leading Enterprises to Advanced Performance Limited with three conditions of QA approval

The Committee NOTED that the executive considers **conditions one and two** to be met and that a plan is in place to address condition three.

7.2.2 County Roscommon Disability Support Group CLG

The Committee NOTED the documentation circulated. At its meeting on 8 December 2021, the PAEC approved the QA procedures of County Roscommon Disability Support Group CLG with one Condition of QA Approval:

The Committee NOTED that the executive considers the condition to be met and that no further follow-up is required.

8. QA FOR COLLABORATIVE AND TRANSNATIONAL PROVISION
No Business

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

9.1 Farm Ed – Blended Learning QA Approval

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures for blended learning of Farm Ed.

9.2 A Named Provider

The Committee NOTED the documentation circulated as PAEC/A60/9.2.

The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS (pending mandatory changes being made) the named provider's application for QA Approval. The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.3 A Named Provider

The Committee NOTED the documentation circulated.

The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS (pending mandatory changes being made) the named provider's application for QA Approval. 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 (pending mandatory changes being made) the named provider's application for QA Approval. The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.5 A Named Provider

The Committee NOTED the documentation circulated.

The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS (pending mandatory changes being made) the named provider's application for QA Approval. The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.6A Named Provider

The Committee NOTED the documentation circulated.

The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS (pending mandatory changes being made) the named provider's application for QA Approval. The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.7 A Named Provider

The Committee NOTED the documentation circulated.

The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS (pending mandatory changes being made) the named provider's application for QA Approval. The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.8 A Named Provider

The Committee NOTED the documentation circulated.

The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS (pending mandatory changes being made) the named provider's application for QA Approval. The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.9 A Named Provider

The Committee NOTED the documentation circulated.

The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS (pending mandatory changes being made) the named provider's application for QA Approval. The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.10 A Named Provider

The Committee NOTED the documentation circulated.

The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS (pending mandatory changes being made) the named provider's application for QA Approval and extension of scope to Level 6. The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.11 A Named Provider

The Committee NOTED the documentation circulated.

The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS (pending mandatory changes being made) the named provider's application for QA Approval. The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.12 Forus Training

The Committee NOTED the documentation circulated.

- The Committee APPROVED WITH CONDITIONS the core quality assurance procedures of Forus Training.

- The Committee APPROVED WITH CONDITIONS Forus Training's application to extend its current scope of provision to include collaborative provision as first provider.

9.13 METAC

The Committee NOTED the documentation circulated.

The Committee APPROVED WITH CONDITIONS the core quality assurance procedures of METAC.

10. ROUTINE STANDARDS ACTIVITIES UPDATE
No Business

11. CHANGE OF STATUS OF LEGACY HET AND FET PROVIDERS

11.1 Change of Status of Legacy HET and FET Providers

The Committee NOTED the documentation circulated. Fifteen providers were to have their QA Agreements rescinded and the validation of their programmes withdrawn due to voluntary decision by the providers not to reengage.

All providers listed in the documentation have been met virtually by QQI and have had the opportunity to agree a wind-down process to ensure that any programme in process and/or certification in process has been completed.

The Committee APPROVED the withdrawal of approval of the providers' quality assurance and withdrawal of validation of the associated programmes. The executive will send a registered letter of notification to each provider.

12. REPORT FROM THE PROGRAMMES AND AWARDS OVERSIGHT COMMITTEE (PAOC)
No Business

13. SOLAS - UPDATE REPORT ON CRAFT APPRENTICESHIP REVALIDATION

13.1 SOLAS - Update Report on Craft Apprenticeship Revalidation

The Committee NOTED the documentation circulated . In November 2021, SOLAS wrote to QQI requesting a one-year extension of validation for the following programmes:

- Advanced Certificate Craft Carpentry & Joinery, level 6
- Advanced Certificate Craft Electrical, level 6
- Advanced Certificate Craft Heavy Vehicle Mechanics, level 6
- Advanced Certificate Craft Metal Fabrication, level 6
- Advanced Certificate Craft Plumbing, level 6

In April 2022, SOLAS updated the executive on the revalidation of the 'five craft apprenticeship programmes' project currently underway. It was agreed that SOLAS would submit regular status reports to QQI.

SOLAS has submitted the status reports on the five craft apprenticeships. SOLAS expects to have review completed and revalidation applications submitted to QQI in the third quarter of 2022.

The Committee NOTED the SOLAS progress report.