PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Thursday 1 December 2022 at 9:30am

via Microsoft Teams

Note of the 63rd meeting of the QQI Programmes and Awards Executive Committee held via Microsoft Teams, at 9:30am on **Thursday 1 December 2022.**

Present:
Dr Padraig Walsh (Chairperson)
Ms Andrea Durnin
Ms Barbara Kelly
Dr Jim Murray
Dr John O'Connor
Ms Mary Grennan
Ms Órla Barry

In attendance:
Ms Therese Masterson
Ms Janet Cawley (Secretary)
Ms Alex Keys (Items 1-15)
Mr Walter Balfe (Items 1-15)
Ms Laura McNamee (Items 1-15)
Ms Marie Mattimoe (Items 1-15)
Ms Michelle Gallagher (Items 1-15)

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 22 SEPTEMBER 2022**

    2.1 The Minutes of the PAEC Meeting held on 22 September 2022 were approved by the Committee.

3. **MATTERS ARISING**

    Any 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 22 September 2022

    The Committee APPROVED the Note of the PAEC Meeting of 22 September 2022 for publication on the QQI website.

    4.2 Report for the Board on the PAEC meeting of 22 September 2022

The Committee NOTED the Report for the Board on the PAEC Meeting of 22 September 2022.

5. PROGRAMME VALIDATION APPLICATIONS

5.1 Further Education and Training (FET) Programmes

5.1.1 College of Management and IT

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 PG24786, Healthcare Support, Level 5, Major Award, 120 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 PG25013, Door and Event Security, Level 4, Specific Purpose Award, 10 FET Credits - *CAS Award, Microcredential*

5.1.3 ECAC

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

5.1.3.1 PG25053, Level 5 Specific Purpose Certificate in Fgas - Large RACHPT&T Systems Category I, Level 5, Special Purpose Award, 10 FET Credits - *Non-CAS*

5.1.3.2 PG25171, Level 5 Specific Purpose Certificate in Fgas - Small RACHPT&T Systems Category II, Level 5, Special Purpose Award, 10 FET Credits, Level 5 - *Non-CAS*

A NAMED PROVIDER

The Committee NOTED the documentation circulated and the detailed report presented. The Committee agreed with the recommendation to REFUSE validation of one programme of a named provider.

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

5.1.4 Limerick and Clare Education and Training Board

The Committee NOTED the documentation circulated and the detailed reports 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:

5.1.4.1 PG24871, Level 6 Specific Purpose Certificate in Customer Experience (Cx), Level 6, Special Purpose Award, 45 FET Credits - *Non-CAS*

5.1.4.2 PG25154, Level 5 Specific Purpose Certificate in F-gas - Small RACHPT&T Systems Category II, Level 5, Special Purpose Award, 10 FET Credits, *Non-CAS*

5.1.5 Mayo, Sligo and Leitrim Education and Training Board

The Committee NOTED the documentation circulated and the detailed reports 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:

5.1.5.1 PG25037, Level 5 Specific Purpose Certificate in Resource Efficiency for a Sustainable Workplace, Level 5, Special Purpose Award, 5 FET Credits - *Non-CAS, Microcredential*

5.1.5.2 PG24842, Level 6 Specific Purpose Certificate in Mentorship Practice, Level 6, Special Purpose Award, 10 FET Credits - *Non-CAS, Microcredential*

5.1.6 Cavan and Monaghan Education and Training Board

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:

5.1.6.1 PG24972, Level 6 Specific Purpose Certificate in Business Innovation and Market Development, Level 6, Special Purpose Award, 30 FET Credits
PG24973, Certificate in Business Idea Generation, 5 FET credits, Minor Award
PG24974, Certificate in Business Idea Validation, 5 FET credits, Minor Award
PG24975, Certificate in Market Exploration, 5 FET credits, Minor Award
PG24976, Certificate in Customer Acquisition, 5 FET credits, Minor Award
PG24977, Certificate in Market Development, 5 FET credits, Minor Award
PG24978, Certificate in Customer Retention and Scaling, 5 FET credits, Minor Award - *Non-CAS, Microcredential*

5.2 Further Education and Training (FET) Programmes – Differential Validation

5.2.1 Level 5 Special Purpose Award in Environmental Sustainability in the Workplace
Originally validated for Limerick and Clare ETB in February 2022.

The Committee NOTED the documentation circulated. As per the agreed procedure to facilitate differential validation of ETB programmes based on a shared curriculum, the programmes listed below were presented for validation to lead to the *Level 5 Specific Purpose Certificate in Environmental Sustainability in the Workplace*. The programmes are all based on a curriculum validated for Limerick and Clare ETB in February 2022. Each was screened to ensure that there was only variation from that curriculum in provider-specific aspects.

The Committee APPROVED the validation of the following programmes:

Waterford and Wexford Education and Training Board
PG25136, Level 5 Specific Purpose Certificate in Environmental Sustainability in the Workplace, Level 5, Special Purpose Award, 5 FET Credits

Laois and Offaly Education and Training Board
PG25132, Level 5 Specific Purpose Certificate in Environmental Sustainability in the Workplace, Level 5, Special Purpose Award, 5 FET Credits

Kildare and Wicklow Education and Training Board
PG25054, Level 5 Specific Purpose Certificate in Environmental Sustainability in the Workplace, Level 5, Special Purpose Award, 5 FET Credits

Tipperary Education and Training Board
PG25167, Level 5 Specific Purpose Certificate in Environmental Sustainability in the Workplace, Level 5, Special Purpose Award, 5 FET Credits

Non-CAS, Microcredential, Differential Validation

5.2.2 **Level 4 Special Purpose Award in Environmental Sustainability Awareness**
Originally validated for Limerick and Clare ETB in April 2022.

The Committee NOTED the documentation circulated. As per the agreed procedure to facilitate differential validation of ETB programmes based on a shared curriculum, the programme listed below was presented for validation to lead to the *Level 4 Specific Purpose Certificate in Environmental Sustainability Awareness.* The programme is based on a curriculum validated for Limerick and Clare ETB in April 2022. It was screened to ensure that there is only variation from that curriculum in provider-specific aspects.

The Committee APPROVED the validation of the following programme:

Tipperary Education and Training Board
PG25163, Level 4 Specific Purpose Certificate in Environmental Sustainability Awareness, Level 4, Special Purpose Award, 5 FET Credits - *Non-CAS, Microcredential, Differential Validation*

5.2.3 **Level 5 Specific Purpose Certificate in Building Digital Business Skills,**
Certificate in Social Media for Digital Marketing
Certificate in Digital Business Solutions
Originally validated for Tipperary ETB in June 2022.

The Committee NOTED the documentation circulated. As per the agreed procedure to facilitate differential validation of ETB programmes based on a shared curriculum, the programmes listed below were presented for validation to lead to the *Level 5 Specific Purpose Certificate in Building Digital Business Skills, Certificate in Social Media for Digital Marketing and Certificate in Digital Business Solutions*. The programmes are all based on a curriculum validated for Tipperary ETB in June 2022. Each was screened to ensure that there was only variation from that curriculum in provider-specific aspects.

The Committee APPROVED the validation of the following programmes:

Kerry Education and Training Board

PG25146, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25150, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits
PG25149, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

Non-CAS, Microcredential, Differential Validation

5.2.4 Level 6, Digital Media Production
Originally validated for Cork ETB in September 2022.

The Committee NOTED the documentation circulated. As per the agreed procedure to facilitate differential validation of ETB programmes based on a shared curriculum, the programmes listed below were presented for validation to lead to the *Level 6 Digital Media Production*. The programmes are all based on a curriculum validated for Cork ETB in September 2022. Each was screened to ensure that there was only variation from that curriculum in provider-specific aspects.

The Committee APPROVED the validation of the following programmes:

Limerick and Clare Education and Training Board
PG25026, Digital Media Production, Level 6, Major Award, 120 FET Credits

City of Dublin Education and Training Board
PG25156, Digital Media Production, Level 6, Major Award, 120 FET Credits

CAS Award, Microcredential, Differential Validation

5.2.5 Level 6 Advanced Certificate in Music
Originally validated for Cork ETB in December 2020.

The Committee NOTED the documentation circulated. As per the agreed procedure to facilitate differential validation of ETB programmes based on a shared curriculum, the programme listed below was presented for validation to lead to the *Level 6 Advanced Certificate in Music*. The programme is based on a curriculum validated for Cork ETB in December 2020. It was screened to ensure that there was only variation from that curriculum in provider-specific aspects.

The Committee APPROVED the validation of the following programme:

Limerick and Clare Education and Training Board
PG25141, Level 6 Advanced Certificate in Music, Level 6, Major Award, 120 FET Credits - *CAS Award, Differential Validation*

5.3 Higher Education and Training Programmes – Programme Validation

5.3.1 CCT College Dublin

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:

5.3.1.1 PG24970, Higher Diploma in Science in Computing, Level 8, Major Award, 60 Credits

5.3.2 **Hibernia College (Differential Validation)**

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

5.3.2.1 PG24899, Bachelor of Education in Early Childhood Education, Level 7, Major Award, 180 Credits *(Exit Award)*

5.3.3 **ICD 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:

5.3.3.1 PG24846, Certificate in Project Management, Level 8, Special Purpose Award, 10 Credits - *Microcredential*

5.4 Devolution of Responsibility for Validation Sub-Processes
No Business

5.5 Validation of Research Degree Programmes
No Business

5.6 Apprenticeship Programmes
No Business

6. REVALIDATION

6.1 Application for Extension of Validation Period

6.1.1 **Carlow College, St Patricks**

The Committee NOTED the documentation circulated. Carlow College, St Patricks requested a one-year extension of validation for the following programmes:

6.1.1.1 PG23971, Bachelor of Arts in Applied Social Studies (Professional Social Care), Level 7, Major Award, 180 Credits

PG23970, Bachelor of Arts in Arts and Humanities, Level 7, Major Award, 180 Credits

PG23975, Bachelor of Arts (Honours) in English and History, Level 8, Major Award, 240 Credits
PG23977, Bachelor of Arts in English and History, Level 7, Major Award, 180 Credits
(Exit Award)

PG23978, Bachelor of Arts (Honours) in Arts and Humanities, Level 8, Major Award, 240 Credits
PG23979, Bachelor of Arts in Arts and Humanities, Level 7, Major Award, 180 Credits

(Exit Award)

PG23980, Bachelor of Arts (Honours) in Applied Social Studies (Professional Social Care), Level 8, Major Award, 60 Credits

PG23972, Bachelor of Arts (Honours) in Social, Political and Community Studies, Level 8, Major Award, 240 Credits
PG23973, Bachelor of Arts in Social, Political and Community Studies, Level 7, Major Award, 180 Credits *(Exit Award)*
PG23974, Higher Certificate in Arts in Social, Political and Community Studies, Level 6 Major Award, 120 Credits *(Exit Award)*

PG23981, Master of Arts (Leadership in Therapeutic Child and Social Care), Level 9, Major Award, 90 Credits

The rationale for this request was as follows:

Carlow College has been engaged in discussions with the Department of Further and Higher Education, Research, Innovation and Science and the Higher Education Authority, since 2017, regarding the strategic repositioning of the College. Carlow College has stated that it wants full integration into the Higher Education System as part of South East Technological University (SETU).

Carlow College has indicated that, to best position the College for its integration into the Higher Education System in the South East, it seeks an extension of one year for it programmes that are in their final year of validation.

The Committee APPROVED the request to extend the last intake date of the programmes above to September 2023.

6.1.2 **SOLAS**

The Committee NOTED the documentation circulated. Solas requested a one-year extension of validation for the following programmes:

6.1.2.1 PG23184, Advanced Certificate Craft Farriery, Level 6, Major Award, 240 FET Credits
PG23178, Advanced Certificate Craft Agricultural Mechanics, Level 6, Major Award, 240 FET Credits
PG23183, Advanced Certificate Craft Electronic Security Systems, Level 6, Major Award, 240 FET Credits
PG23194, Advanced Certificate Craft Industrial Insulation, Level 6, Major Award, 240 FET Credits
PG23185, Advanced Certificate Craft Instrumentation, Level 6, Major Award, 240 FET Credits
PG23186, Advanced Certificate Craft Tool Making, Level 6, Major Award, 240 FET Credits
PG23187, Advanced Certificate Craft Wood Manufacturing and Finishing, Level 6, Major Award, 240 FET Credits
PG23189, Advanced Certificate Craft Brick and Stone Laying, Level 6, Major Award, 240 FET Credits
PG23191, Advanced Certificate Craft Mechanical Automation and Maintenance Fitting, Level 6, Major Award, 240 FET Credits
PG23192, Advanced Certificate Craft Vehicle Body Repair, Level 6, Major Award, 240 FET Credits
PG23193, Advanced Certificate Craft Sheet Metal Working, Level 6, Major Award, 240 FET Credits

PG23182, Advanced Certificate Craft Electrical Instrumentation, Level 6, Major Award, 240 FET Credits - *Non-CAS, Apprenticeship*

The rationale for this request was as follows:

SOLAS indicated that its resources and efforts are currently being deployed into ensuring that the initial five craft apprenticeships will be revalidated in early 2023.

SOLAS is requesting an extension for the programmes until December 2023 to allow for an active intake in August 2023. SOLAS expects to complete the programme review in the latter months of 2023.

The Committee APPROVED the request to extend the last intake date of the programmes above to December 2023.

6.2 Applications for Revalidation

6.2.1 Hibernia College – Pilot Process

6.2.1.1 Professional Master of Education in Primary Education, Level 9, Major Award, 120 Credits

The Committee NOTED the documentation circulated. In 2020, after consultation with Hibernia College and within QQI, QQI approached the Teaching Council with a proposal for a pilot project to synchronise the separate academic validation and professional accreditation processes e.g. through alignment of documentation, timelines, panel members etc.

The Teaching Council did not wish to collaborate in a pilot (with alignment of documentation and panel members). However, to ease the demands of two evaluations on the provider, QQI progressed with a pilot to synchronise the timelines of the respective validation and professional accreditation processes.

A process was agreed between QQI and Hibernia College.

The PAEC noted the pilot for synchronising the timelines of academic and professional accreditation processes.

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
No Business

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 Longford Women's Link CLG

The Committee NOTED the documentation circulated. At its meeting in September 2022, the PAEC approved, with **six** conditions the QA procedures of Longford Women's Link CLG.

The Committee NOTED that the executive considers the conditions **one**, **three**, **four**, **five** and **six** to be met.

7.2.2 Defence Forces School of Catering

The Committee NOTED the documentation circulated. At its meeting in April 2021, the PAEC approved, with **four** conditions the QA procedures of Defence Forces School of Catering.

At its meeting in June 2021, the PAEC noted that the executive considered the conditions of QA approval numbers **three** and **four** to be met.

The Committee NOTED the executive now considers the conditions **one** and **two** of QA approval to be met and that no further follow-up is required.

7.2.3 Markwatch Security Training Services Ltd

The Committee NOTED the documentation circulated. At its meeting in September 2022, the PAEC approved, with **three** conditions the QA procedures of Markwatch Security Training Services Ltd.

The Committee NOTED the executive considers the conditions **two** and **three** of QA approval to be met.

7.2.4 Services Industrial Professional & Technical Union

The Committee NOTED the documentation circulated. At its meeting in September 2022, the PAEC approved, with **three** conditions the QA procedures of Services Industrial Professional and Technical Union

At its meeting on 22 September 2022, the PAEC noted that the executive considered conditions **one** and **two** of QA approval above to be met.

The Committee NOTED the executive now considers condition **three** of QA approval 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 Approval of Quality Assurance Procedures for Legacy Providers (Re-Engagement)

9.1.1 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.

9.1.2 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.

9.1.3 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.

9.1.4 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.

9.1.5 Hi-Tech Training

The Committee NOTED the documentation circulated.

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

The Committee NOTED that the executive now considers all the conditions of QA approval to be met.

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. Sixty-four providers were to have their QA Agreements rescinded and the validation of their programmes withdrawn due to:

A. voluntary decision by the providers not to reengage
B. decision to become a second provider to an ETB as an alternative to reengagement
C. Voluntary decision by provider not to reengage but to instead become a centre of a larger provider other than an ETB

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.

The Committee NOTED that this concluded the process of withdrawal of approval of legacy providers who had chosen not to reengage. A total of 315 providers will have had QA approval withdrawn since February 2018, leaving a total of 232 relevant providers.

12. WITHDRAWAL OF PROVIDER QA APPROVAL

12.1 WITHDRAWAL OF PROVIDER QA APPROVAL

The Committee NOTED the documentation circulated. A Named Provider has been forced to cease operations due to a fall-off in business post pandemic. The named provider had completed reengagement and had almost completed the approval process for blended learning when its Board took the decision to cease operations. The closure was orderly and done with full transparency.

QQI made arrangements with the named provider that all learners who had certification pending were enabled to complete and attain their awards.

The Committee APPROVED the withdrawal of approval of the named provider's quality assurance which will be noted by the Board. The named provider's validated programmes will then be withdrawn.

13. INTENTION TO WITHDRAW VALIDATION OF PROGRAMMES

13.1 Intention to Withdraw Validation of Programmes

The Committee NOTED the documentation circulated. QQI contacted all Higher Education and Training (HET) private providers and a number of Further Education and Training (FET) private providers who had returned information via the Protection for Enrolled Learners (PEL) audit, to confirm those programmes which should have their validation withdrawn. Twenty-seven HET and 41 FET providers have confirmed which programmes should have validation withdrawn as the programmes have either gone past the validation period of enrolment or have ceased to be offered to learners.

The Committee NOTED the intention to withdraw validation of programmes.

13.2 A Named Provider

The Committee NOTED the documentation circulated.

At the April 2022 PAEC meeting, the PAEC approved, with conditions, a programme of a named provider.

The provider subsequently informed the QQI Executive that it intended not to proceed with the programme, and a letter formally requesting the withdrawal of the validation submission was received in October 2022.

QQI informed the provider that withdrawal of a validation submission is not an option post the evaluation stage of the process, and that failure to meet outstanding conditions mandates a withdrawal of validation by

the PAEC. The named provider was informed that the executive would bring the programme back to the PAEC with a recommendation that it withdraw validation under section 47 of the 2012 Act.

As the outstanding conditions of validation have not been met, the Executive requested the PAEC to consider the withdrawal of validation for this programme.

The Committee APPROVED the withdrawal of validation of the programme.

14. REPORT FROM THE PROGRAMMES AND AWARDS OVERSIGHT COMMITTEE (PAOC)

14.1 Report From the Programmes and Awards Oversight Committee (PAOC) of 1 November 2022

The Committee NOTED the documentation circulated. At its meeting on 1 November 2022, the PAOC reviewed the decisions of the PAEC meeting of 22 September 2022 to refuse validation of two programmes. The PAOC CONFIRMED the decision of the PAEC to refuse validation of the two programmes.

15. SOLAS - UPDATE REPORT ON CRAFT APPRENTICESHIP REVALIDATION

15.1 SOLAS - Update Report on Craft Apprenticeship Revalidation

The Committee NOTED the documentation circulated. On 4 April 2022, SOLAS updated QQI on the revalidation of the 'five craft apprenticeship programmes' project currently underway. It was agreed that SOLAS would submit regular status reports to QQI.

On 23 May, SOLAS submitted the status reports on the five craft apprenticeships which was presented to the PAEC members in June 2022. SOLAS was expected to have revalidation applications submitted to QQI in the third quarter of 2022.

On 8 September, SOLAS submitted the status report on the five apprenticeships which was presented to PAEC on 22 September 2022.

On 3 November, a meeting was held to discuss revalidation, extensions of 12 craft apprenticeship programmes, QA concerns and legacy craft award codes.

On 16 November, SOLAS submitted the status report on the five apprenticeships highlighting a further delay in meeting the deadline of December 2022. The report requests an extension for 12 craft apprenticeships.

The Committee NOTED the Update Report on Craft Apprenticeship Revalidation.

16. ANNUAL SELF-ASSESSMENT OF PERFORMANCE OF COMMITTEE – 2021

16.1 Annual Self-Assessment of Performance of Committee – 2021.

The Committee NOTED the documentation circulated.

QQI is required under the Code of Practice for the Governance of State Bodies (2016) to carry out an annual self-assessment of the Board and its Committees. All members of the PAEC were invited to partake in a self- evaluation of the performance of the PAEC through a short survey.

The areas addressed included Roles and Responsibilities; Composition and Conduct of Committee Meetings; Adequacy of Committee Information; and Communications. An initial analysis of the responses

indicated that the Committee is very satisfied in the majority of areas covered by the evaluation. It was highlighted that the attendance by Programmes and Awards Oversight Committee (PAOC) observers is very useful and that the assignment of individual agenda items to specified committee members to lead on is effective.

The Committee's additional comments at the meeting included the following:

- Membership of the Committee is important and beneficial for the development of the executive.

- It would be useful if we routinely captured follow-up information on the programmes following validation.