

PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Thursday 8 April 2021 at 9:30am

via Microsoft Teams

Note of the 52nd meeting of the QQI Programmes and Awards Executive Committee held via Microsoft Teams, at 9:30am on **Thursday 8 April 2021.**

Present:

Dr Padraig Walsh (Chairperson)
Ms Andrina Wafer
Ms Angela Lambkin
Ms Barbara Kelly
Ms Marie Gould

In attendance:

Ms Therese Masterson (Key Executive)
Ms Janet Cawley (Secretary)
Ms Carmel Kelly
Mr Walter Balfe
Dr Deirdre Stritch (Items 7.2.1, 9, 13 and 14)
Ms Alex Keys (Items 5.1.2, 6.1.3 and 9.6)

Apologies:

Dr Bryan Maguire
Dr John O'Connor

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 4 FEBRUARY 2021

2.1 The Minutes of the PAEC Meeting held on 4 February 2021 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 4 February 2021

The Committee APPROVED the Note of the PAEC Meeting of 4 February 2021 for publication on the QQI website.

4.2 Report for the Board on the Meeting of 4 February 2021

The Committee NOTED the Report for the Board on the PAEC Meeting of 4 February 2021.

4.3 Membership of the Programmes and Awards Executive Committee

The Committee NOTED that John O'Connor has been appointed to the Committee for another two-year term from 23 February 2021.

5. PROGRAMME VALIDATION APPLICATIONS

5.1 Further Education and Training (FET) Programmes

5.1.1 Irish Times Training

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

5.1.1.1 PG24476, Certificate in Dementia Care and Support, Level 5, Special Purpose Award, 15 Credits

5.1.2 Waterford & Wexford Education and Training Board / Mayo Sligo & Leitrim Education and Training Board

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

5.1.2.1 PG24437, Specific Purpose Certificate in Digital Assisted Eco Driving (HGV), Level 5, Special Purpose Award, 10 Credits (Waterford and Wexford ETB)
PG24383, Specific Purpose Certificate in Digital Assisted Eco Driving (HGV), Level 5, Special Purpose Award, 10 Credits (Mayo, Sligo & Leitrim ETB)

5.1.3 Limerick and Clare Education and Training Board

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

5.1.3.1 PG24487, Journalism, Level 5, Major Award, 120 Credits, CAS
PG24493, Construction Technology, Level 5, Major Award, 120 Credits, CAS
PG24498, Equine Breeding, Level 6, Major Award, 120 Credits, CAS
PG24499, Performing Arts, Level 5, Major Award, 120 Credits, CAS
PG24505, Beauty Therapy, Level 5, Major Award, 120 Credits, CAS
PG24506, Make-up Artistry, Level 5, Major Award, 120 Credits, CAS
PG24517, Information, Advice and Advocacy, Level 6, Major Award, 120 Credits, CAS
PG24520, National Tour Guiding, Level 6, Special Purpose Award, 45 Credits, CAS *[ETB Sharing of Validated Programmes]*

5.2 Higher Education and Training Programmes – Programme Validation

5.2.1 National College of 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 PG24507, Certificate in Data Governance and Cybersecurity, Level 8, Special Purpose Award, 10 Credits (*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 PG24443, Certificate in Business Data Analysis, Level 7, Special Purpose Award, 10 Credits (*Microcredential*)

5.2.3 Irish College of Humanities and Applied Sciences Limited

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:

- 5.2.3.1 PG24459, Bachelor of Arts (Honours) in Counselling and Psychotherapy, Level 8, Major Award, 240 Credits
- PG24469, Bachelor of Arts (Honours) in Counselling and Psychotherapy with Addiction Studies, Level 8, Major Award, 240 Credits
- PG24470, Bachelor of Arts (Honours) in Counselling and Psychotherapy with Youth Studies, Level 8, Major Award, 240 Credits
- PG24474, Bachelor of Arts (Honours) in Psychosocial Studies, Level 8, Major Award, 240 Credits (*Exit Award*)
- PG24471, Bachelor of Arts in Psychosocial Studies, Level 7, Major Award, 180 Credits (*Exit Award*)
- PG24472, Bachelor of Arts in Counselling and Psychotherapy, Level 7, Major Award, 180 Credits (*Exit Award*)
- PG24473, Higher Certificate in Arts in Counselling and Psychotherapy, Level 6, Major Award, 120 Credits (*Exit Award*)
- PG24455, Certificate in Foundational Skills & Competence in Counselling & Psychotherapy, Level 6, Minor Award, 20 Credits
- PG24456, Certificate in Cultural Competence for Professional Development, Level 6, Minor Award, 10 Credits
- PG24457, Certificate in Supporting Positive Parenting, Level 8, Minor Award, 15 Credits

5.2.4 Holmes Institute Ireland Limited

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:

- 5.2.4.1 PG24452, Bachelor of Arts (Honours) in Business, Level 8, Major Award, 180 Credits
- PG24453, Certificate in Business, Level 6, Minor Award, 60 Credits (*Exit Award*)

5.2.5 ICD Business School

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:

5.2.5.1 PG24376, Postgraduate Diploma in Business in Accounting and Financial Services, Level 9, Major Award, 70 Credits

5.2.6 City Education Group

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:

5.2.6.1 PG24277, Bachelor of Arts (Honours) in Early Childhood Education & Care, Level 8, Major Award, 240 Credits
PG24278, Bachelor of Arts in Early Childhood Education & Care, Level 7, Major Award, 180 Credits (*Exit Award*)
PG24279, Higher Certificate in Early Childhood Education and Care, Level 6, Major Award, 120 Credits (*Exit Award*)

5.3 Devolution of Responsibility for Validation Sub-Processes

No Business

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 The American College Dublin

The Committee NOTED the documentation circulated.

The American College Dublin successfully completed the reengagement process in Quarter 1 2021; the provider's Quality Assurance was approved at the PAEC meeting in February 2021. The American College indicated that it was necessary for it to direct all its resources towards the reengagement exercise, and so was unable to make any meaningful preparations for the review of its programmes, which under the current validation cycle would be expected to be largely completed this spring or early summer.

In addition, due to Covid-19 restrictions the pace at which the required materials could be adequately prepared was compromised as the main participants in the process were unable to work and meet collectively at the College. An extended timeframe for the revalidation would allow The American College to

accommodate its plan of work within the Covid-19 restrictions in the coming months.

- 6.1.1.1 PG22536, Master of Business in International Business, Level 9, Major Award, 90 Credits
- PG22535, BA (Honours) in International Business, Level 8, Major Award, 180 Credits
- PG22534, BA (Honours) in Liberal Arts, Level 8, Major Award, 180 Credits

The Committee APPROVED the request to extend the last intake date of the three programmes above for one year.

6.1.2 **St Nicholas Montessori College Ireland**

The Committee NOTED the documentation circulated.

The three extensions to the programme to date were granted to provide learners that were on teach-out on the Level 7 Bachelor of Arts in Montessori Education with the progression opportunity to transfer to the one-year add-on and obtain their level 8 award. The college now offers a Bachelor of Education (Honours) in Montessori Education programme with embedded Level 7 Bachelor of Education programme and no longer runs the Bachelor of Arts Level 7 programme.

The current extension request has an additional rationale. The programme is recognised by the Teaching Council for the purposes of registration as a Special Needs Teacher under Route 4 of its regulations. This route to registration is expiring no later than December 2023. As a result, SNMCI is experiencing substantial increased demand for the programme, not only from its own graduates but from graduates of similar programmes from other institutions who wish to avail of the route 4 registration option, while it is available.

- 6.1.2.1 PG20112, Bachelor of Arts (Honours) in Montessori Education, Level 8, Major Award, 60 Credits

The Committee APPROVED the request to extend the last intake date of the above programme for one year, with the proviso that this is the last extension that will be granted for this programme.

6.1.3 **City of Dublin Education and Training Board (CDET B)**

The Committee NOTED the documentation circulated.

On 19 July 2018, the PAEC approved the validation of the Advanced Certificate in Auctioneering and Property Services, for three years until August 2021.

Due to the current pandemic of COVID-19, CDET B has had to divert significant QA resources to manage the continuity arrangements for on and off the job delivery of the Advanced Certificate in Auctioneering and Property Services. An extension of validation would assist CDET B to put in place additional arrangements to implement the process of programme review and revalidation. CDET B has requested an extension for the Advanced Certificate in Auctioneering and Property Services until August 2022, which will allow for an active intake through the calendar year 2021. CDET B have indicated that they will have the review completed and revalidation application submitted to QQI in early 2022.

- 6.1.3.1 PG23904, Advanced Certificate in Auctioneering and Property Services, Apprenticeship, Level 6, Major Award, 240 FET Credits

The Committee APPROVED the request to extend the last intake date of the above programme for one year.

6.1.4 **The Open Training College (OTC)**

Due to the Covid-19 restrictions, OTC has indicated that it has not been able to apply its full attention to the review of the viability of these programmes. Therefore, the College requested a further year, with full focus on recruitment and viability, in order to inform the next iteration of the programmes as a whole and their constituent parts. In addition, the College's ongoing consultation with the disability sector has shown that the context of people with disability and their services are changing in the present public health emergency. These changes will feed into any provision and support of this group post the emergency. The provision of this extension would allow the College to ensure the future curriculum includes these changes.

- 6.1.4.1 PG22384, Bachelor of Arts (Honours) in Contemporary Disability Studies, Level 8, Major Award, 60 Credits
- PG22410, Certificate in Current Issues in Social Care: Mental Health, Elder Care and Children, Level 8, Minor Award, 10 Credits
- PG22415, Certificate in Supporting Individualised Living and Alternative Services, Level 8, Minor Award, 10 Credits
- PG22383, Bachelor of Arts in Contemporary Disability Studies, Level 7, Major Award, 180 Credits
- PG22407, Certificate in Quality and Risk in Service Delivery, Level 6, Special Purpose Award, 20 Credits
- PG22408, Certificate in Supporting and Working with Families, Level 7, Special Purpose Award, 10 Credits
- PG22409, Certificate in Autism, Wellbeing and Positive Behaviour Supports, Level 7, Special Purpose Award, 20 Credits
- PG22411, Certificate in Exploring Disability, Level 6, Minor Award, 10 Credits
- PG22414, Certificate in Active Inclusion, Level 7, Minor Award, 10 Credits
- PG22416, Certificate in in Empowerment and Advocacy, Level 6, Minor Award, 10 Credits
- PG22419, Certificate in Focus on the Individual, Level 6, Minor Award, 15 Credits

The Committee APPROVED the request to extend the last intake date of the above programmes for one year.

6.2 Applications for Revalidation

6.2.1 IICP Education and Training Limited

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programmes for five years from June 2021 subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

- 6.2.1.1 PG24497, Bachelor of Science (Honours) in Integrative Counselling and Psychotherapy, Level 8, Major Award, 240 Credits
- PG24504, Bachelor of Science in Integrative Counselling & Psychotherapy, Level 7, Major Award, 180 Credits (*Exit Award*)
- PG24500, Higher Certificate in Science in Counselling and Psychotherapeutic Studies, Level 6, Major Award, 120 Credits (*Exit Award*)
- PG24501, Certificate in Counselling and Psychotherapeutic Studies, Level 6, Special Purpose Award, 20 Credits
- PG24502, Certificate in Suicide Postvention, Level 7, Minor Award, 10 Credits
- PG24503, Certificate in Improving Clinical Outcomes, Level 8, Minor Award, 10 Credits

6.2.2 National College of Ireland

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programmes for five years from September 2021 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 PG24514, Higher Diploma in Science in Data Analytics, Level 8, Major Award, 60 Credits
- PG24515, Certificate in Data Analytics, Level 8, Special Purpose Award, 30 Credits (*Exit Award*)

6.2.3 Irish College of Humanities and Applied Sciences Limited

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programmes for five years from September 2021 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 PG24531, Master of Arts in Clinical Supervision in Professional Practice, Level 9, Major Award, 90 Credits
- PG24532, Postgraduate Diploma in Arts in Clinical Supervision in Professional Practice, Level 9, Major Award, 60 Credits (*Exit Award*)
- PG24540, Certificate in Clinical Supervision in Professional Practice, Level 9, Minor Award, 30 Credits
- PG24542 Master of Arts in Childhood and Adolescent Studies, Level 9 Major Award, 90 Credits
- PG24543, Master of Arts in Childhood Studies, Level 9, Major Award, 90 Credits
- PG24545, Postgraduate Diploma in Arts in Childhood Studies, Level 9, Major Award, 60 Credits (*Exit Award*)
- PG24544, Master of Arts in Adolescent Studies, Level 9, Major Award, 90 Credits
- PG24546, Postgraduate Diploma in Arts in Adolescent Studies, Level 9, Major Award, 60 Credits (*Exit Award*)
- PG24547, Master of Arts in Counselling and Psychotherapy, Level 9, Major Award, 90 Credits
- PG24548, Master of Arts in Counselling and Psychotherapy (Person Centred Modalities), Level 9, Major Award, 90 Credits
- PG24556, Postgraduate Diploma in Arts in Counselling and Psychotherapy (Person Centred Modalities), Level 9, Major Award, 60 Credits (*Exit Award*)
- PG24552, Master of Arts in Counselling and Psychotherapy (Integrative Modalities), Level 9, Major Award, 90 Credits
- PG24557, Postgraduate Diploma in Arts in Counselling and Psychotherapy (Integrative Modalities), Level 9, Major Award, 60 Credits (*Exit Award*)
- PG24554, Master of Arts in Counselling and Psychotherapy (Psychodynamic Modalities), Level 9, Major Award, 90 Credits
- PG24559, Postgraduate Diploma in Arts in Counselling and Psychotherapy (Psychodynamic Modalities), Level 9, Major Award, 60 Credits (*Exit Award*)
- PG24553, Master of Arts in Counselling and Psychotherapy (Family Therapy), Level 9, Major Award, 90 Credits
- PG24558, Postgraduate Diploma in Arts in Counselling and Psychotherapy (Family Therapy), Level 9, Major Award, 60 Credits (*Exit Award*)
- PG24555, Master of Arts in Counselling and Psychotherapy (Cognitive Behavioural Modalities), Level 9, Major Award, 90 Credits
- PG24560, Postgraduate Diploma in Arts in Counselling and Psychotherapy (Cognitive Behavioural Modalities), Level 9, Major Award, 60 Credits (*Exit Award*)
- PG24561, Master of Arts in Psychosocial Studies, Level 9, Major Award, 90 Credits (*Exit Award*)
- PG24562, Postgraduate Diploma in Arts in Psychosocial Studies, Level 9, Major Award, 60 Credits (*Exit Award*)
- PG24563, Certificate in Technologically Facilitated Therapeutic Engagement, Level 9, Minor Award, 20 Credits

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 City Education Group (CEG)

The Committee noted the documentation circulated.

In September 2020, the PAEC approved the validation of the following two programmes proposed by CEG:

PG24151, Healthcare Support, Level 5, Major Award, 120 FET Credits, CAS Programme

PG24152, Nursing Studies, Level 5, Major Award, 120 FET Credits, CAS Programme

Both programmes had one special condition of validation outstanding at the time of validation. The panel requested that the executive ensure the outstanding condition of validation is met.

CEG submitted their proposed follow-up on the condition which was evaluated by the executive.

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

7.1.2 Athlone Institute of Technology (AIT)

The Committee noted the documentation circulated.

At its meeting on 16 July 2020, the PAEC approved AIT's Doctor of Philosophy (PhD) in Sport, Health and Exercise Science with the special condition of validation to be met by AIT as a 'follow-up condition' (all other special conditions of validation were met by AIT prior to 16 July 2020).

AIT submitted their proposed follow-up on the condition which was evaluated by the executive.

The Committee NOTED that the executive now considers the condition to be 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 Programme and Awards Executive Committee (PAEC).

7.2.1 Barrow Training

The Committee NOTED the documentation circulated. At its meeting on 4 February 2021, the PAEC approved the QA procedures of Barrow Consultancy and Training with Conditions of QA Approval.

On 15 March 2021, Barrow Consultancy and Training confirmed that it had addressed condition 2 and has a plan in place to address condition 1 as required.

The Committee NOTED that the executive considers the condition of approval 2 to be met and that substantive and appropriate progress has been made in respect of condition 1.

8. QA FOR COLLABORATIVE AND TRANSNATIONAL PROVISION

No Business

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

9.1 Defence Forces School of Catering

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures of Defence Forces School of Catering.

9.2 Chris Mee Safety Engineering

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures of Chris Mee Safety Engineering.

The Committee NOTED that all mandatory changes confirmed by the PAEC at its meeting on 8 April 2020 had been satisfactorily addressed.

9.3 A Named Provider

The Committee NOTED the documentation circulated. The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS the quality assurance procedures of the named provider (pending mandatory changes being made). 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 the quality assurance procedures of the named provider (pending mandatory changes being made). The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.5 Techno Training

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

9.6 Teagasc

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures of Teagasc.

10. ROUTINE STANDARDS ACTIVITIES UPDATE

No Business

11. CHANGE OF STATUS OF LEGACY HET AND FET PROVIDERS

No Business

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

No Business

13. PUBLICATION OF APPROVED QA PROCEDURES

13.1 Publication of approved QA procedures

The Committee NOTED the documentation circulated.

Under Section 30(3) of the 2012 Act as amended, providers are obliged to publish their QA procedures as directed by QQI. QQI directs providers to publish their approved QA procedures on their websites.

In January and February 2021, QQI contacted all providers that had had their QA approved through either the reengagement or Initial Access to Validation processes to confirm that approved QA procedures had been published on the providers' websites as directed.

The Committee NOTED that all providers with QA procedures approved through the reengagement process have published those procedures to their websites as required under the 2012 Act.

14. REENGAGEMENT THEMATIC ANALYSIS – PUBLICATION OF FAQ

14.1 Reengagement Thematic Analysis – Publication of FAQ

The Committee NOTED the documentation circulated.

In December 2020, QQI published its response to the thematic analysis and committed to producing an FAQ for the reengagement process based on discussions held with providers during peer learning events for applicants in November 2020. It committed to publishing this and a glossary of terms by the end of Q1 2021. This Glossary of Terms and FAQ was included in the documentation circulated to the Committee.

The Committee NOTED that QQI has now produced the Glossary of Terms and FAQs on the reengagement process within the timeframes committed to in its response to the thematic analysis of reengagement. It is intended that, following incorporation of any additional feedback from this Committee, the Glossary and FAQs will be published to the QQI website in April 2021.

15. UPDATE ON MEASURES TO MITIGATE IMPACT OF COVID-19 PANDEMIC ON PROGRAMMES LEADING TO QQI AWARDS

15.1 Update on Measures to Mitigate Impact of COVID-19 Pandemic on Programmes Leading to QQI Awards

The Committee NOTED the verbal update by the executive on measures to mitigate the impact of COVID-19 Pandemic on programmes leading to QQI awards.

The Committee NOTED that the Policies and Standards Committee at its meeting on 15 March 2021 agreed to extend the QA Approval/Validation measures to mitigate the impact of COVID-19 pandemic on programmes leading to QQI awards to the end of August 2022. The update regarding the extension has been published on the QQI website.

16. PROCESS FOR THE EVALUATION OF MICROCREDENTIAL PROGRAMMES

16.1 Process for the Evaluation of Microcredential Programmes

The Committee NOTED the documentation circulated.

In summer 2020, when public funding was made available for HET 'microcredentials', QQI undertook a pilot process for validation of those programmes to which this term has been applied. With the cooperation of private HET providers, a process was developed whereby the providers could submit, for a streamlined validation process, standalone programmes of between 5 and 30 ECTS which led to QQI special purpose awards. Since the programmes had already been through a larger validation process, QQI applied a streamlined model for evaluation while ensuring that the fundamentals of the validation process were maintained.

Following consultation with the provider sector, QQI agreed to extend the model to microcredentials comprising multiple modules from a single validated programme. It was also agreed that providers with approval for devolved responsibility (DR) could seek to include microcredentials within the scope of their DR. The process templates were modified accordingly.

There is continued demand from the provider sector that the model for microcredentials be extended further to include:

- new programmes i.e. no connection to a previously validated programme
- modification of modules which had been taken from a previously validated programme(s)

As the boundaries have been extending, there is a need to clearly **define** a microcredential within the QQI remit to achieve stability and common understanding. Also, the various permutations of microcredential being proposed need to be accommodated within a clear process for validation, while also recognising that there will be variations which have an impact on how the proposal is evaluated.

Following discussion, the Committee DEFERRED a decision on a definition for microcredentials within the QQI Awards context pending further consideration by the executive and in consultation with other national and international stakeholders.

The PAEC APPROVED for an interim period of one year to end of April 2022 the proposed procedure for the evaluation of Microcredentials as outlined below:

Proposed Procedure for Evaluation of Microcredentials

1. All applications will be documented in a single descriptor template (template was included in the documentation).
2. The descriptor will be accompanied by a document setting out the rationale and business case for the programme.
3. All applications will be made via QHub to ensure that all the necessary data and documentation is supplied.
4. All applications will be screened by QQI.
5. QQI will retain the right to decide whether a programme is evaluated by desk audit or by panel meeting. This will depend on the novelty of the programme.
6. The evaluation process, including selection of and communication with the panel, may be managed by QQI or by a provider with devolved responsibility.
7. A panel conducting the evaluation by desk audit will be able to seek clarification about the application. A document template is provided for this purpose. Alternatively, the panel chair may request QQI / provider with DR to arrange a virtual meeting.
8. The panel will report its findings using a defined report template.
9. The decision of validation will be made by PAEC in the normal manner and the panel report will be published.

Chairperson: _____

Date: _____