

PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Thursday 9 September 2021 at 2pm

via Microsoft Teams

Note of the 55th meeting of the QQI Programmes and Awards Executive Committee held via Microsoft Teams, at 2pm on **Thursday 9 September 2021.**

Present:

Dr Pdraig Walsh (Chairperson)
Ms Andrina Wafer
Ms Angela Lambkin
Ms Barbara Kelly
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
Ms Alex Keys (Item 5.1.2 and 5.1.3)
Dr Barbara Brittingham (PAOC member)
Ms Laura Flynn
Ms Marie Mattimoe

1. APPROVAL OF AGENDA AND POTENTIAL CONFLICTS OF INTEREST

2. MINUTES OF MEETING OF 15 JULY 2021

2.1 The Minutes of the PAEC Meeting held on 15 July 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 15 July 2021

The Committee APPROVED the Note of the PAEC Meeting of 15 July 2021 for publication on the QQI website.

4.2 Report for the Board on the Meeting of 24 June 2021

The Committee NOTED the Report for the Board on the PAEC Meeting of 24 June 2021.

4.3 Report for the Board on the Meeting of 15 July 2021

The Committee NOTED the Report for the Board on the PAEC Meeting of 15 July 2021.

5. PROGRAMME VALIDATION APPLICATIONS

5.1 Further Education and Training (FET) Programmes

5.1.1 SQT Training Limited

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

5.1.1.1 PG24516, Certificate in Lean Six Sigma Yellow Belt, Level 6, Special Purpose Award, 10 FET Credits

5.1.2 Cork ETB

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

5.1.2.1 PG24519, Domestic Gas Safety, Level 6, Supplemental Award, 15 FET Credits, *CAS Award ETB Sharing of Validated Programmes*

5.1.2.2 PG24510, Certificate in Cleaning Skills, Level 4, Special Purpose Award, 10 FET Credits

5.1.3 Portobello Institute

The Committee NOTED the documentation circulated 1 and the detailed report presented. The Committee APPROVED the validation of the following programme:

5.1.3.1 PG24282, National Tour Guiding, Level 6, Special Purpose Award, 45 FET Credits, *CAS Award*

5.1.4 St Michael's House EVOLVE Training Services

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

5.1.4.1 PG24654, Active Citizenship, Level 3, Component Certificate, 30 FET Credits, *CAS Award*

5.2 Higher Education and Training Programmes – Programme Validation

5.2.1 CCT College

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

5.2.1.1 PG24480, Master of Science in Data Analytics, Level 9, Major Award, 90 Credits
PG24482, Postgraduate Diploma in Science in Data Analytics, Level 9, Major Award, 60 Credits (*Exit Award*)
PG24485, Certificate in Machine Learning for Data Analysis, Level 9, Minor Award, 10 Credits
PG24484, Certificate in Data Preparation and Visualisation, Level 9, Minor Award, 10 Credits
PG24483, Certificate in Statistics for Data Analysis, Level 9, Minor Award, 10 Credits

5.2.2 Innopharma Education

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

- 5.2.2.1 PG24458, Higher Certificate in Science in Process Digitisation, Level 6, Major Award, 120 Credits
- PG24564, Certificate in Operational Excellence for Digitisation, Level 6, Minor Award, 60 Credits
- PG24565, Certificate in Information Technology for Digitisation, Level 6, Minor Award, 60 Credits

5.2.3 Carlow College

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

- 5.2.3.1 PG24492, Bachelor of Arts (Honours) in Philosophy, Politics and Sociology, Level 8, Major Award, 240 Credits
- PG24494, Bachelor of Arts in Philosophy, Politics and Sociology, Level 7, Major Award, 180 Credits (*Exit Award*)

5.2.4 Dublin Business School

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

- 5.2.4.1 PG24533, Higher Diploma in Science in Interaction Design and User Experience, Level 8, Major Award, 60 Credits
- 5.2.4.2 PG24522, Certificate in Business and Digital Skills, Level 6, Special Purpose Award, 30 Credits
Microcredential
- 5.2.4.3 PG24527, Certificate in Data Visualisation, Level 6, Special Purpose Award, 15 Credits
Microcredential
- 5.2.4.4 PG24528, Certificate in Social Care Skills, Level 6, Special Purpose Award, 25 Credits
Microcredential

5.2.5 Griffith College

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

- 5.2.5.1 PG24465, Bachelor of Arts (Honours) in Creative Technologies and Digital Art, Level 8, Major Award, 180 Credits
- PG24466, Certificate in Creative Technologies and Digital Art, Level 6, Minor Award, 60 Credits
- 5.2.5.2 PG24534, Postgraduate Diploma in Arts in Trust, Safety and Content Moderation Management, Level 9, Major Award, 60 Credits
- PG24580, Certificate in Self-Caring Practice in Occupational Contexts, Level 9, Minor Award, 10 Credits

PG24579, Certificate in Software Skills for Trust and Safety Professionals, Level 9, Minor Award, 10 Credits

PG24578, Certificate in Applied Project Management for Trust and Safety Professionals, Level 9, Minor Award, 10 Credits

5.2.6 Saint Nicholas Montessori College Ireland

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

5.2.6.1 PG24525, Certificate in Discovering Montessori Education, Level 7, Special Purpose Award, 30 Credits *Microcredential*

5.2.7 National College of Ireland

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

5.2.7.1 PG24592, Certificate in P-Tech (Pathways in Technology), Level 6, Special Purpose Award, 10 Credits

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 Griffith College

The Committee NOTED the documentation circulated.

In August 2021, Griffith College requested a one-year extension of validation for the programmes stated below.

The provider indicated that it had completed a comprehensive review of the two programmes and given the number of changes proposed for the programmes, has decided to submit new validation applications for both programmes. Griffith College plans to convene an external panel to consider this validation proposal in September. As the timing is too late for the September PAEC meeting, the provider is seeking an extension of provision of the existing programmes mentioned below to allow intakes for the academic year 2021/22, which will facilitate continuity of provision for the two programmes.

6.1.1.1 PG20399, Bachelor of Arts in Film and TV Production, Level 7, Major Award, 180 Credits

PG21104, Bachelor of Arts (Hons) in Design Communications, Level 8, Major Award, 180 Credits

The Committee APPROVED the request to extend the last intake date of the programmes to allow intakes for the academic year 2021/22.

6.2 Applications for Revalidation

6.2.1 SQT Training Ltd (This item was taken with item 5.1.1 above)

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:

- 6.2.1.1 PG24704, Diploma in Process Engineering, Level 8, Special Purpose Award, 60 Credits
- PG24703, Certificate in Process Engineering, Level 7, Special Purpose Award, 15 Credits
- PG24701, Certificate in Process Engineering, Level 6, Special Purpose Award, 10 Credits

6.2.2 Dublin Business School

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 PG24663, Master of Science in Applied Psychology, Level 9, Major Award, 90 Credits
- PG24716, Postgraduate Diploma in Science in Applied Psychology, Level 9, Major Award, 60 Credits (*Exit Award*)
- 6.2.2.2 PG24665, Master of Science in Data Analytics, Level 9, Major Award, 90 Credits
- PG24730, Postgraduate Diploma in Science in Data Analytics, Level 9, Major Award, 60 Credits (*Exit Award*)
- PG24731, Certificate in Data Analytics, Level 9, Minor Award, 30 Credits (*Exit Award*)

- 6.2.2.4 PG24666, Certificate in International Business, Level 6, Special Purpose Award, 30 Credits

The Committee NOTED the documentation circulated. The Committee APPROVED the revalidation of the following programmes for five years from January 2022 subject to any special conditions of validation, and all the conditions from the current validation policy listed in the proposed Certificate of Validation:

- 6.2.2.3 PG24664, Master of Science in Digital Marketing and Analytics, Level 9, Major Award, 90 Credits
- PG24732, Postgraduate Diploma in Science in Digital Marketing and Analytics, Level 9, Major Award, 60 Credits (*Exit Award*)

6.2.3 Griffith College

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 PG24722, Diploma in Building Information Modelling (BIM) and Graphic Illustration, Level 8, Special Purpose Award, 60 Credits
- PG24723, Certificate in Building Information Modelling (BIM) and Graphic Illustration, Level 8, Special Purpose Award, 30 Credits

PG24724, Certificate in Introduction to BIM (using Revit), Level 8, Minor Award, 20 Credits
PG24725, Certificate in Advanced BIM and BIM Collaboration (using Revit), Level 8, Minor Award, 20 Credits
PG24726, Certificate in Advanced Rendering, Level 8, Minor Award, 5 Credits

PG24718, Diploma in Entrepreneurship and Project Management (Built Environment), Level 8, Special Purpose Award, 60 Credits
PG24720, Certificate in Entrepreneurship (Built Environment), Level 8, Special Purpose Award, 30 Credits
PG24719, Certificate in Entrepreneurship and Project Management (Built Environment), Level 8, Minor Award, 30 Credits
PG24721, Certificate in Project Management (Built Environment), Level 8, Minor Award, 30 Credits

PG24727, Diploma in Conservation, Sustainability and Adaptive Reuse, Level 8, Special Purpose Award, 60 Credits
PG24728, Certificate in Conservation, Sustainability and Adaptive Reuse, Level 8, Special Purpose Award, 30 Credits

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

7.1 Update on the follow-up of conditions of validation

7.1.1 Dublin Business School

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.

In June 2021, the PAEC validated, with one condition, the three DBS programmes below, to be delivered collaboratively with a Munich based provider, EU Business School.

PG24549, Master of Business Administration, Level 9, Major Award, 90 Credits
PG24550, Postgraduate Diploma in Business, Level 9, Major Award, 60 Credits (*Exit Award*)
PG24551, Bachelor of Arts (Honours) in Business, Level 8, Major Award, 180 Credits

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

The Committee NOTED that the executive now considers the condition of validation 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 Programmes and Awards Executive Committee (PAEC).

7.2.1 Barrow Consultancy and Training

At its meeting on 4 February 2021, the PAEC approved the QA procedures of Barrow Consultancy and Training with two Conditions of QA Approval.

The Committee NOTED that the executive now considers condition two to be met and that no further follow-up is required. The Committee NOTED that substantive and appropriate progress has been made in respect of condition one.

7.2.2 Holland Training

At its meeting on 24 June 2021, the PAEC approved the QA procedures of Holland Training with three Conditions of QA Approval.

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

7.2.3 International Centre for Security Excellence

At its meeting on 24 June 2021, the PAEC approved the QA procedures of ICSE with four Conditions of QA Approval.

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

7.2.4 International Centre for Security Excellence – BL QA Approval

At its meeting on 24 June 2021, the PAEC approved the QA procedures for Blended Learning of ICSE with four Conditions of QA Approval.

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

7.2.5 Techno Training

At its meeting on 8 April 2021, the PAEC approved the QA procedures of Techno Training with four Conditions of QA Approval.

The Committee NOTED that the executive now considers all four conditions 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 New Links Training Solutions (NLTS) – Blended Learning QA Approval

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures for blended learning of New Links Training Solutions.

9.2 A Named Provider

The Committee NOTED the documentation circulated. The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS the quality assurance procedures for blended learning 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.

9.3 EMS and Associates

The Committee NOTED the documentation circulated. The Committee APPROVED WITH CONDITIONS the quality assurance procedures of EMS and Associates.

The Committee NOTED that all mandatory changes confirmed by the PAEC at its meeting on 3 December 2020 had been satisfactorily addressed.

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 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.

9.6 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.

9.7 Technological University Dublin

The Committee NOTED the documentation circulated. The Committee APPROVED the quality assurance procedures for Technological University Dublin, based on the documentation presented:

- a) Part A of TU Dublin's Annual Quality Report 2020 and 2021
- b) The note of the 2020 Quality Dialogue Meeting with TU Dublin

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.

Three providers are to have their QA Agreements rescinded and the validation of their programmes withdrawn, due to voluntary decisions 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. PROPOSED CHANGE TO QA APPROVAL PROCEDURE

13.1 Proposed Change to QA Approval Procedure

The Committee NOTED the documentation circulated. The executive proposed an amendment to the QA Approval process to include the issuing of an initial and/or updated Statement of Approved Scope of Provision to a provider following any approval of their quality assurance procedures which are a result of a QQI mandated evaluation.

The Committee APPROVED the amendment to the QA Approval process.