PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Thursday 10 February 2022 at 9:30am

via Microsoft Teams

Note of the 58th meeting of the QQI Programmes and Awards Executive Committee held via Microsoft Teams, at 9:30am on **Thursday 10 February 2022.**

Present:
Dr Padraig Walsh (Chairperson)
Ms Angela Lambkin
Ms Barbara Kelly
Dr Jim Murray
Dr John O'Connor
Ms Marie Gould
Ms Mary Grennan

In attendance:
Ms Therese Masterson (Key Executive)
Ms Janet Cawley (Secretary)
Ms Alex Keyes
Ms Laura McNamee
Ms Marie Mattimoe
Mr Walter Balfe
Ms Beata Sokolowska
Ms Liliana O'Reilly
Ms Marie Cotter
Mr Brendan O'Dea, Programmes and Awards Oversight Committee (PAOC) member

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

    The Chair informed the Committee that there was an additional item on the agenda (SOLAS – extension of validation period) which would be dealt with under 6.1.2.

2. **MINUTES OF MEETING OF 8 DECEMBER 2021**

    2.1 The Minutes of the PAEC Meeting held on 8 December 2021 were approved by the Committee.

3. **MATTERS ARISING**

    3.1 Property Health Check

    The executive informed the Committee that the Certificate of Validation for the named programme below had been amended due to an action that was required by the Executive at the PAEC meeting on 8 December 2021:

    PG24683, Building Energy Rating Assessment (Dwellings), Level 6, Minor Award, 15 FET Credits

    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 8 December 2021

The Committee APPROVED the Note of the PAEC Meeting of 8 December 2021 for publication on the QQI website.

4.2 Report for the Board on the Meeting of 8 December 2021

The Committee NOTED the Report for the Board on the PAEC Meeting of 8 December 2021.

5. PROGRAMME VALIDATION APPLICATIONS

5.1 <u>Further Education and Training (FET) Programmes</u>

5.1.1 Donegal ETB

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

5.1.1.1 PG24657, Certificate in Work Based learning Practices, Level 6, Special Purpose Award, 10 FET Credits *(Non-CAS)*

5.1.2 Galway and Roscommon 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 PG24705, Level 5 Specific Purpose Certificate in Fish Farm Techniques, Level 5, Special Purpose Award, 15 FET Credits
PG24706, Certificate in Nutrition and Feed Distribution at Fish Farms, Level 5, Minor Award, 5 Credits
PG24707, Certificate in Fish Handling and Sea Lice Screening, Level 5, Minor Award, 5 FET Credits
PG24708, Certificate in Introduction to Biosecurity, Level 5, Minor Award, 5 FET Credits *(Non-CAS)*

5.1.3 Limerick and Clare ETB

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

5.1.3.1 PG24790, Level 5 Specific Purpose Certificate in Environmental Sustainability in the Workplace, Level 5, Special Purpose Award, 5 FET Credits *(Non-CAS)*

5.1.4 Cork 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 PG24791, Level 5 Specific Purpose Certificate in Environmental Sustainability in the Workplace, Level 5, Special Purpose Award, 5 FET Credits *(Non-CAS)*

5.1.5 Longford and Westmeath 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 PG24792, Level 5 Specific Purpose Certificate in Environmental Sustainability in the Workplace, Level 5, Special Purpose Award, 5 FET Credits *(Non-CAS)*

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 following programme:

5.2.1.1 PG24581, Bachelor of Education (Honours) in Primary Teaching, Level 8, Major Award, 240 Credits

The Committee NOTED that accreditation from the Teaching Council will be required before recruiting learners to the programme above.

5.2.2 Carlow College, St. Patricks

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

5.2.2.1 PG24765, Bachelor of Arts (Honours) in Psychology, Level 8, Major Award, 180 Credits

The Committee NOTED that accreditation from the Psychological Society of Ireland will be required before recruiting learners to the programme above.

5.2.3 Royal College of Physicians of Ireland

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

5.2.3.1 PG24257, Certificate in Quality Improvement Leadership in Healthcare, Level 9, Special Purpose Award, 30 Credits

5.2.4 National College of Ireland

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

5.2.4.1 PG24671, Master of Science in Artificial Intelligence, Level 9, Major Award, 90 Credits
PG24693, Postgraduate Diploma in Science in Artificial Intelligence, Level 9, Major Award, 60 Credits

5.2.4.2 PG24672, Master of Science in Artificial Intelligence for Business, Level 9, Major Award, 90 Credits
PG24694, Postgraduate Diploma in Science in Artificial Intelligence for Business, Level 9, Major Award, 60 Credits

5.2.5 Griffith College

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

5.2.5.1 PG24684, Bachelor of Arts (Honours) in Graphic Communication Design, Level 8, Major Award, 180 Credits
PG24689, Certificate in Advanced Web, Interaction and UX Design, Level 8, Minor Award, 20 Credits
PG24688, Certificate in Web, Interaction and UX Design, Level 7, Minor Award, 15 Credits
PG24687, Certificate in Motion Design, Level 8, Minor Award, 10 Credits
PG24686, Certificate in Advertising and Editorial Photography, Level 6, Minor Award, 5 Credits

5.2.5.2 PG24685, Bachelor of Arts in Graphic Communication Design, Level 7, Major Award, 180 Credits

5.2.5.3 PG24750, Certificate in Law and Governance for Trustees, Level 8, Minor Award, 10 Credits

5.2.5.4 PG24751, Certificate in Applied Human Resource Management for Irish Hotels and Guesthouses, Level 7, Special Purpose Award, 10 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 following programme:

5.2.6.1 PG24652, Diploma in Cybersecurity, Level 7, Special Purpose Award, 60 Credits

5.3 Devolution of Responsibility for Validation Sub-Processes
No Business

5.4 Validation of Research Degree Programmes

5.4.1 Institute of Technology, Carlow

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

5.4.1.1 PG24518, Doctor of Philosophy in Social Science, Level 10

5.5 Apprenticeship Programmes

5.5.1 Griffith College

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

5.5.1.1 PG24660, Bachelor of Arts in Bar Management, Level 7, Major Award, 180 Credits

5.5.2 Kerry ETB

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

5.5.2.1 PG24656, Advanced Certificate in Industrial Wind Turbine Engineering, Level 6, Major Award, 220 Credits

6. REVALIDATION

6.1 Application for Extension of Validation Period

6.1.1 Retail Ireland Skillnet

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

6.1.1.1 PG24142, Advanced Certificate in Retail Supervision, Level 6, Major Award, 240 FET Credits

Retail Ireland Skillnet indicated that because of the pandemic they had to divert significant QA resources to manage the continuity arrangements for online delivery of the Advanced Certificate in Retail Supervision.

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

6.1.2 SOLAS

The Committee NOTED the documentation tabled at the meeting.

6.1.2.1 PG22050, Advanced Certificate in Craft - Metal Fabrication, Level 6, Major Award, 240 FET Credits
PG22046, Advanced Certificate in Craft - Electrical, Level 6, Major Award, 240 FET Credits
PG22036, Advanced Certificate in Craft - Carpentry and Joinery, Level 6, Major Award, 240 FET Credits
PG22025, Advanced Certificate in Craft - Heavy Vehicle Mechanics, Level 6, Major Award, 240 FET Credits
PG22022, Advanced Certificate in Craft - Plumbing, Level 6, Major Award, 240 FET Credits

As a result of the pandemic the delivery of the craft apprenticeship programmes has been severely interrupted since March 2020. Due to the current model of delivery of the craft apprenticeship programmes 3,000 plus apprentices had their off-the-job craft training interrupted. Therefore, work on the continuity of teaching, learning and assessment for the 25 craft programmes has been prioritised.

SOLAS is now implementing a plan to remedy the backlog of apprentices. SOLAS was planning to complete programme review, and stakeholder engagement during this time. SOLAS requested an extension until December 2022.

The Committee APPROVED the request to extend the last intake date of the programmes to December 2022.

The Committee REQUESTED that SOLAS provide a progress report for the PAEC meeting in June 2022.

6.2 Applications for Revalidation
No Business

6.3 Request for Modification of Validated Programmes

6.3.1 National College of Ireland (NCI)

The Committee NOTED the documentation circulated.

NCI requested modifications to the following validated programmes which related to the sequencing of three modules:

6.3.1.1 PG24355, Bachelor of Science (Honours) in Computing, Level 8, Major Award, 240 Credits
PG24359, Higher Certificate in Science in Computing, Level 6, Major Award, 120 Credits

The Committee APPROVED the modifications to the programmes as requested by NCI.

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

The Committee NOTED the documentation circulated. In April 2021, the PAEC validated, with conditions, the following programmes from City Education Group (CEG):

PG24277, Bachelor of Arts (Honours) in Early Childhood Education and Care
PG24278, Bachelor of Arts in Early Childhood Education and Care
PG24279, Higher Certificate in Early Childhood Education and Care

The executive considers that the outstanding conditions of validation which had been in place on these programmes 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 Community Training and Education Centre

The Committee NOTED the documentation circulated. In December 2021, the PAEC approved the QA procedures of Community Training and Education Centre with three Conditions of Approval.

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

7.2.2 MCX Training and Development

The Committee NOTED the documentation circulated. In December 2021, the PAEC approved the QA procedures of MCX Training and Development with one Condition of Approval:

The Committee NOTED that the executive now 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)

9.1.1 A Named Provider

The Committee NOTED the documentation circulated.

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

9.1.2 Optima Training and Consultancy Ltd

The Committee NOTED the documentation circulated.

The Committee APPROVED the core quality assurance procedures of Optima Training and Consultancy Ltd.

9.1.2A A Named Provider
The Committee REFUSED TO APPROVE WITH RECOMMENDATIONS (pending mandatory changes being made) a named provider's application to extend its current scope of provision to include blended learning. The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.1.3 The Learning Rooms (SHRC Ltd)

The Committee NOTED the documentation circulated.

The Committee APPROVED the core quality assurance procedures of The Learning Rooms (SHRC Ltd).

The Committee APPROVED the quality assurance procedures for blended learning of The Learning Rooms (SHRC Ltd).

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 quality assurance procedures of the named provider. The named provider may submit revised procedures for approval within a six-month period of notification of this decision.

9.1.5 A Named Provider

The Committee NOTED the documentation circulated.

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

9.1.6   **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.

9.1.7   **iScoil**

The Committee NOTED the documentation circulated.

The Committee APPROVED WITH CONDITIONS the quality assurance procedures of Optima Training and Consultancy Ltd.

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

9.1.8   **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.

9.1.9   **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.

9.1.10   **A Named Provider**

The Committee NOTED the documentation circulated.

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

The Committee REFUSED TO APPROVE the named provider's application to extend its current scope of provision to include blended learning.

9.1.11   **Children's Therapy Centre Ltd – Blended Learning QA Approval**

The Committee NOTED the documentation circulated.

The Committee APPROVED the quality assurance procedures for blended learning of Children's Therapy Centre Ltd.

9.2.1 IBAT College – Blended Learning QA Approval

The Committee NOTED the documentation circulated.

The Committee APPROVED WITH CONDITIONS the quality assurance procedures for blended learning of IBAT College.

9.2.2 DX2 Training Solutions

The Committee NOTED the documentation circulated.

The Committee APPROVED the quality assurance procedures of DX2 Training Solutions.

9.2.3 Anderlift Safety Services Ltd

The Committee NOTED the documentation circulated.

The Committee APPROVED WITH CONDITIONS the quality assurance procedures of Anderlift Safety Services Ltd.

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

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. Seventeen 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. USE OF NON-CAS SPECIAL PURPOSE AWARD AS CREDIT TOWARDS A CAS MAJOR AWARD IN FET

13.1 Use of Non-CAS Special Purpose Award (SPA) as Credit Towards a CAS Major Award in FET

The Committee NOTED the documentation circulated. Since the implementation of the 2017 Validation policy and criteria, it has been possible for FET providers to submit programmes for validation to lead to awards which are not part of the Common Awards System (CAS).

There have been requests to QQI, to enable learners holding these new awards to be able to use the credit towards a related CAS major award. Below is an outline of how an award holder on a programme could use the credit towards a CAS major award:

- A new CAS component with the same title as the SPA would be created and included in the pool structure of the CAS major award as an elective component.
- The new CAS component would have the same attributes as the other components in the pool i.e. certifiable and usable for CAO. It would not however have an award specification.
- A learner presenting the SPA certificate would be entitled to be entered into the QQI certification system for the CAS component provided s/he was using the credit towards achievement of the major award.

The Committee NOTED that the executive will present a paper outlining the approach to the Policies and Standards Committee for approval.