PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Thursday 22 September 2022 at 9:30am

via Microsoft Teams

Note of the 62nd meeting of the QQI Programmes and Awards Executive Committee held via Microsoft Teams, at 9:30am on **Thursday 22 September 2022.**

Present:
Dr Jim Murray (Chairperson)
Dr Padraig Walsh (Items 9-14)
Ms Andrea Durnin
Dr John O'Connor
Ms Mary Grennan
Ms Órla Barry

In attendance:
Ms Therese Masterson
Ms Janet Cawley (Secretary)
Ms Alex Keys
Mr Walter Balfe
Ms Laura McNamee
Ms Marie Mattimoe
Ms Michelle Gallagher
Ms Marie Gould (Item 9.2)

Apologies:
Ms Barbara Kelly

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 14 July 2022**

    2.1 The Minutes of the PAEC Meeting held on 14 July 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 14 July 2022

    The Committee APPROVED the Note of the PAEC Meeting of 14 July 2022 for publication on the QQI website.

    4.2 Report for the Board on the PAEC meeting of 9 June 2022

    The Committee NOTED the Report for the Board on the PAEC Meeting of 9 June 2022.

4.3 Report for the Board on the PAEC meeting of 14 July 2022

The Committee NOTED the Report for the Board on the PAEC Meeting of 14 July 2022.

5. PROGRAMME VALIDATION APPLICATIONS

5.1 Further Education and Training (FET) Programmes

5.1.1 Chris Mee Safety Engineering

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 PG24882, Supervisory Management, Level 6, Minor Award, 15 FET Credits
CAS Award

5.1.2 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 from 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.

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

5.2.1 Level 4 Specific Purpose Certificate 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 programmes listed below were presented for validation to lead to the *Level 4 Specific Purpose Certificate in Environmental Sustainability Awareness*. The programmes are all based on a curriculum validated for Limerick and Clare ETB in April 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:

City of Dublin Education and Training Board

PG25066, Level 4 Specific Purpose Certificate in Environmental Sustainability Awareness, Level 4, Special Purpose Award, 5 FET Credits

Longford and Westmeath Education and Training Board

PG24992, Level 4 Specific Purpose Certificate in Environmental Sustainability Awareness, Level 4, Special Purpose Award, 5 FET Credits

5.2.2 **Level 5 Specific Purpose Certificate in Building Digital Business Skills, Certificate in Social Media for Digital Marketing and 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 is only variation from that curriculum in provider-specific aspects.

The Committee APPROVED the validation of the following programmes:

Cavan and Monaghan Education and Training Board

PG25069, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25071, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits
PG25070, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

Cork Education and Training Board

PG25100, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25119, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits
PG25117, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

Dublin and Dún Laoghaire Education and Training Board

PG25101, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25120, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits
PG25118, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

Donegal Education and Training Board

PG25072, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25116, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits
PG25115, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

Galway and Roscommon Education and Training Board

PG25052, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25121, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits
PG25122, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

Kilkenny and Carlow Education and Training Board

PG25082, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25096, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits

PG25083, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

Kildare and Wicklow Education and Training Board

PG25045, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25063, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits
PG25062, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

Limerick and Clare Education and Training Board

PG25034, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25036, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits
PG25035, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

Louth and Meath Education and Training Board

PG25084, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25099, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits
PG25095, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

Laois and Offaly Education and Training Board

PG25126, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25128, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits
PG25127, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

Waterford and Wexford Education and Training Board

PG25078, Level 5 Specific Purpose Certificate in Building Digital Business Skills, Level 5, Special Purpose Award, 10 FET Credits
PG25098, Certificate in Social Media for Digital Marketing, Level 5, Minor Award, 5 FET Credits
PG25097, Certificate in Digital Business Solutions, Level 5, Minor Award, 5 FET Credits

5.3 Higher Education and Training Programmes – Programme Validation

5.3.1 **Dublin Business School**

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:

5.3.1.1 PG25001, Master of Science in Supply Chain Management, Level 9, Major Award, 90 Credits
PG25008, Postgraduate Diploma in Science in Supply Chain Management, Level 9, Major Award, 60 Credits *(Exit Award)*

5.3.1.2 PG24933, Certificate in Global Business, Level 7, Special Purpose Award, 30 Credits

5.3.2 **National College of Ireland**

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:

5.3.2.1 PG24755, Higher Diploma in Science in Computing, Level 8, Major Award, 60 Credits
PG24756, Certificate in Science in Computing, Level 8, Minor Award, 20 Credits
Differential Validation, Online Provision Pilot

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:

5.3.2.2 PG24979, Master of Science in Accounting, Level 9, Major Award, 90 Credits
PG24980, Postgraduate Diploma in Business in Accounting, Level 9, Major Award, 60 Credits

5.3.3 **Independent Colleges**

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:

5.3.3.1 PG24594, Bachelor of Arts (Honours) in International Business, Level 8, Major Award, 60 Credits

5.3.4 **Dublin Design Institute**

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:

5.3.4.1 PG24894, Higher Certificate in Arts in Graphic Design, Level 6, Major Award, 120 Credits
PG24897, Certificate in Design Communications, Level 6, Minor Award, 20 Credits
PG24896, Certificate in Digital Photography, Level 6, Minor Award, 10 Credits
PG24898, Certificate in Digital Applications, Level 6, Minor Award, 5 Credits

5.3.5 **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 from 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.

5.4 **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 National College of Ireland

The Committee NOTED the documentation circulated. National College of Ireland (NCI) requested a one-year extension of validation for the following programmes:

6.1.1.1   Higher Diploma in Financial Services Analytics, Level 8, Major Award, 60 Credits
Higher Certificate in International Financial Services, Level 6, Major Award, 120 Credits, Apprenticeship

The rationale for this request was as follows:

- All apprenticeship management responsibilities are being transferred to NCI from Financial Services Ireland (IBEC) in October 2022.
- In 2021, HEA reduced the level of funding for the Higher Diploma in Financial Services Analytics which has had an impact of the future of the programme as it currently stands.
- The Higher Certificate in International Financial Services experienced low recruitment numbers and was not anticipated to go forward for revalidation. However, due to CSG and employers, strong support recruitment figures have increased for 2022. Therefore, an extension would facilitate extensive consultation with employers in determining a new programme offering to increase employer participation and apprenticeship numbers going forward.
- Over the past two years COVID-19 had an impact on the recruitment of apprenticeships for these programmes. In 2022, with the removal of restrictions and normalising of society, employers in the sector have more confidence and security in their staffing requirements, which allows for more active participation on these programmes.
- In June 2022, a report 'Financial Services in Ireland – Skills of the Future' was published. NCI would like to consider the report's findings and if changes are required to their existing apprenticeship programmes.

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

6.2 Applications for Revalidation

6.2.1 International School of Business

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

6.2.1.1 PG25059, Certificate in Business for International Learners, Level 6, Special Purpose Award, 30 Credits

PG25060, Certificate in Sales and Management, Level 6, Special Purpose Award, 30 Credits
PG25061, Certificate in Digital Marketing and Media, Level 6, Special Purpose Award, 30 Credits

6.2.2 **Griffith College**

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

6.2.2.1 PG25102, Bachelor of Arts in Animation, Level 7, Major Award, 180 Credits
PG25103, Certificate in Animation, Level 6, Minor Award, 60 Credits

6.2.2.2 PG25111, Master of Science in Pharmaceutical Business, Level 9, Major Award, 90 Credits
PG25112, Postgraduate Diploma in Science in Pharmaceutical Business Management, Level 9, Major Award, 60 Credits
PG25114, Certificate in Quality and Regulatory Practice in the Pharmaceutical Industry, Level 9, Special Purpose Award, 5 Credits
PG25113, Certificate in Pharmaceutical Business Management, Level 9, Minor Award, 30 Credits

6.2.2.3 PG25108, Bachelor of Arts (Honours) in Audio and Music Technology, Level 8, Major Award, 180 Credits
PG25107, Certificate in Music Production and Audio Technology, Level 6, Minor Award, 60 Credits
PG25109, Bachelor of Arts (Honours) in Music Production, Level 8, Major Award, 180 Credits
PG25110, Certificate in Music Production and Audio Technology, Level 6, Minor Award, 60 Credits

6.2.3 **Cork Education and Training Board**

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

6.2.3.1 PG25010, Digital Media Production, Level 6, Major Award, 120 FET Credits CAS Award

The Committee NOTED that collaborating ETBs will have to localise the revised programme as produced by Cork ETB to their own context and submit for revalidation on a differential basis.

The Committee NOTED the verbal update from the executive on the ongoing project with the ETBs on a model for programme development and a future model for review and revalidation.

6.3 Request for Modification of Validated Programmes
No Business

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

7.1 Update on the follow-up of conditions of validation

QQI is required to follow up on any special conditions of validation identified by an evaluation panel. The special conditions of validation that require follow-up are any conditions that have yet to be met at the time of the PAEC meeting at which the relevant application for validation is being considered, or those conditions that are ongoing in nature and will require explicit monitoring for the period for which the programme has been validated.

7.1.1 ICD Business School

The Committee NOTED the documentation circulated. At the April 2021 PAEC meeting, the PAEC approved the validation of the following programme, with one condition:

PG24376 Postgraduate Diploma in Business in Accounting and Financial Services

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

7.1.2 Hibernia College

The Committee NOTED the documentation circulated. At the July 2022 PAEC meeting, the PAEC approved the validation of the following programmes with conditions:

PG24863 Master of Arts in Inclusive and Special Education
PG24865 Postgraduate Diploma in Arts in Inclusive and Special Education

The Committee NOTED that the executive considers the one outstanding 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.

7.2.1 The American College Dublin

The Committee NOTED the documentation circulated. At its meeting on 4 February 2021, the PAEC approved the QA procedures of The American College Dublin with one condition of QA approval.

The Committee NOTED that the executive considers the condition to be met and that 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 Irish Deaf Society

The Committee NOTED the documentation circulated.

The Committee APPROVED WITH ONE CONDITION Irish Deaf Society's core quality assurance procedures.

The Committee APPROVED Irish Deaf Society's application to extend its current scope of provision to include NFQ levels 5 and 6.

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

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.

The Committee REFUSED TO APPROVE the named provider's application for extension of scope of provision to include blended learning.

9.1.5 **A Named Provider**

The Committee NOTED the documentation circulated.

The Committee REFUSED TO APPROVE the named provider's application for QA Approval.

The Committee NOTED that the decision to refuse QA Approval will be referred for consideration by the QQI Board.

9.1.6 **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.

9.1.7 **A Named Provider**

The Committee NOTED the documentation circulated.

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

9.1.8 **Lir Business Services and Training Centre Ltd**

The Committee NOTED the documentation circulated.

The Committee APPROVED WITH CONDITIONS the core quality assurance procedures of Lir Business Services and Training Centre Ltd.

The Committee APPROVED WITH CONDITIONS Lir Business Services and Training Centre Ltd's application to extend its current scope of provision to include blended learning.

9.1.9 **North West Forest Services Ltd**

The Committee NOTED the documentation circulated.

The Committee APPROVED WITH CONDITIONS the core quality assurance procedures of North West Forest Services Ltd.

9.1.10 **Markwatch Security Training Services Ltd**

The Committee NOTED the documentation circulated.

The Committee APPROVED WITH CONDITIONS the core quality assurance procedures of Markwatch Security Training Services Ltd.

A Named Provider

The Committee NOTED the documentation circulated.

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

9.1.11 **Guardian Safety**

The Committee NOTED the documentation circulated.

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

The Committee APPROVED WITH CONDITIONS Guardian Safety's application to extend its current scope of provision to include blended learning.

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

9.1.12 **Longford Women's Link CLG**

The Committee NOTED the documentation circulated.

The Committee APPROVED WITH CONDITIONS the core quality assurance procedures of Longford Women's Link CLG.

9.1.13 Services Industrial Professional and Technical Union (SIPTU)

The Committee NOTED the documentation circulated.

The Committee APPROVED WITH CONDITIONS the core quality assurance procedures of Services Industrial Professional and Technical Union (SIPTU).

The Committee APPROVED WITH CONDITIONS SIPTU's application to extend its current scope of provision to include NFQ level 4.

The Committee NOTED that the executive now considers conditions 1 and 2 of QA approval to be met.

9.2 Notification of Approval of Quality Assurance Procedures (MTU)

The Committee NOTED the documentation circulated.

The Committee APPROVED the quality assurance procedures of Munster Technological University.

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:

A. voluntary decision by the providers not to reengage, **or**
B. decision to become a second provider to an ETB as an alternative to reengagement

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)

12.1 Report from the Programmes and Awards Oversight Committee of 5 September 2022

The Committee NOTED the documentation circulated. At its meeting on 5 September 2022, the PAOC reviewed the decisions of the PAEC meetings of 9 June and 14 July 2022 to refuse validation of programmes.

The PAOC CONFIRMED the decision of the PAEC to refuse validation of the programmes.

13. INTENTION TO WITHDRAW VALIDATION OF PROGRAMMES

A Named Provider

Three programmes were reviewed by the relevant state regulators part of the approval process for inclusion in a register of approved programmes.

The findings of the review were negative and, as a result, the named provider withdrew the programmes from the process with a view to having them modified and subsequently revalidated.

Following extensive discussions with QQI, the provider decided that the programmes should cease so that Protection for Enrolled Learners (PEL) arrangements could be invoked.

The Committee APPROVED the withdrawal of validation of the programmes.

14. SOLAS - UPDATE REPORT ON CRAFT APPRENTICESHIP REVALIDATION

14.1 SOLAS - Update Report on Craft Apprenticeship Revalidation

The Committed NOTED the updated status report on the revalidation of the five Craft Apprenticeships.

14.2 SOLAS - Update on Ceasing Certification for Old Award Codes

The Committee NOTED the Updated Report on ceasing certification for old award codes. The Committee further NOTED the cut-off date to close these awards is June 2023.