

PROGRAMMES AND AWARDS EXECUTIVE COMMITTEE (PAEC)

Wednesday 12 June 2024 at 9.30am

via Microsoft Teams

Note of the 72nd meeting of the QQI Programmes and Awards Executive Committee held via Microsoft Teams, at 9.30am on **12 June 2024**.

Present:

Dr Pdraig Walsh (Chairperson)
Ms Andrea Durnin
Ms Barbara Kelly
Dr Jim Murray
Ms Marie Mattimoe

In attendance:

Ms Therese Masterson
Mr Walter Balfe
Ms Laura McNamee
Ms Michelle Gallagher
Ms Yvonne Agnew

Apologies:

Ms Mary Grennan
Ms Órla Barry

The Chairperson welcomed Marie Mattimoe to the Committee.

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 25 APRIL 2024

2.1 The Minutes of the PAEC Meeting held on 25 April 2024 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, TERMS OF REFERENCE

4.1 Note of Meeting of 25 April 2024

The Committee APPROVED the Note of the PAEC Meeting of 25 April 2024 for publication on the QQI website.

4.2 Report for the Board on the PAEC meeting of 25 April 2024

The Committee NOTED the Report for the Board on the PAEC Meeting of 25 April 2024.

4.3 Membership of the Committee

The Committee NOTED the documentation circulated.

The Committee noted that **Marie Mattimoe** had been appointed to the Committee from 12 June 2024 for a period of three years, replacing John O'Connor (noted by the Board on 22 April 2024) and that the term of appointment of **Órla Barry** had been extended for a further two years from 13 July 2024 (noted by the Board on 14 June 2024).

5. PROGRAMME VALIDATION APPLICATIONS

5.1 Further Education and Training (FET) Programmes

5.1.1 City Education Group t/a Progressive College

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 PG25676, Level 5 Specific Purpose Certificate in Dementia Awareness & Care, Special Purpose Award, 15 FET Credits, *non-CAS*

5.1.2 Technotraining Ltd

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. The Committee also APPROVED the application to extend its scope of provision to include major awards.

- 5.1.2.1 PG25693, Advanced Certificate in Industrial Automation Technology, Level 6, 120 FET Credits, Major Award, non-CAS
- PG25694, Certificate in Machine Safety and Hazardous Energies, Level 6, 15 FET Credits, Minor Award, non-CAS
- PG25695, Certificate in Electrical Safety, Circuitry and Diagnosis, Level 6, 15 FET Credits, Minor Award, non-CAS
- PG25696, Certificate in Process Improvement & Collaboration, Level 6, 15 FET Credits, Minor Award, non-CAS
- PG25697, Certificate in Digital, Analog and Vision Sensors, Level 6, 15 FET Credits, Minor Award, non-CAS
- PG25698, Certificate in Pneumatics and Vacuum Technology, Level 6, 15 FET Credits, Minor Award, non-CAS
- PG25699, Certificate in Machine Systems Electrical Troubleshooting, Level 6, 15 FET Credits, Minor Award, non-CAS
- PG25700, Certificate in Programmable Logic Controllers, Level 6, 15 FET Credits, Minor Award, non-CAS

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

- 5.2.1 The Committee NOTED the documentation circulated. As per the agreed procedure to facilitate differential validation of ETB programmes based on a shared curriculum, the programme listed below was presented for validation to lead to the **Level 6 Specific Purpose Certificate in The Circular Economy in the Workplace**. The programme is based on a curriculum originally validated for *Dublin and Dun Laoghaire ETB in April 2023*. It was screened to ensure that there was only variation from that curriculum in provider-specific aspects.

Level 6 Specific Purpose Certificate in The Circular Economy in the Workplace, Level 6, Special Purpose Award, 5 FET Credits

The Committee APPROVED the validation of the following programme:

- **Louth & Meath Education and Training Board** PG25859

- 5.2.2 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 3 Specific Purpose Certificate in Online Awareness and Responsibility**. The programmes are based on a curriculum originally validated for *Cavan & Monaghan ETB in April 2023*. Each was screened to ensure that there is only variation from that curriculum in provider-specific aspects.

Level 3 Specific Purpose Certificate in Online Awareness and Responsibility, Level 3, Special Purpose Award, 10 FET Credits

Certificate in Essential Online Media Literacy, Level 3, Minor Award, 5 FET credits

Certificate in Essential Online Financial Security, Level 3, Minor Award, 5 FET credits

The Committee APPROVED the validation of the following programmes:

- **Limerick & Clare Education and Training Board** PG25885, PG25886, PG25887

- 5.2.3 The Committee NOTED the documentation circulated. As per the agreed procedure to facilitate differential validation of ETB programmes based on a shared curriculum, the programme listed below was presented for validation to lead to **Level 3 Specific Purpose Certificate in Sustainability**. The programme is based on a curriculum originally validated for *Cavan and Monaghan ETB in September 2023*. It was screened to ensure that there is only variation from that curriculum in provider-specific aspects.

Level 3 Specific Purpose Certificate in Sustainability, Level 3, Special Purpose Award, 5 FET Credits

The Committee APPROVED the validation of the following programme:

- **Limerick & Clare Education and Training Board** PG25884

- 5.2.4 The Committee NOTED the documentation circulated. As per the agreed procedure to facilitate differential validation of ETB programmes based on a shared curriculum, the programme listed below

was presented for validation to lead to **Level 3 Specific Purpose Certificate in Drugs and Alcohol Awareness**. The programme is based on a curriculum originally validated *Cavan & Monaghan ETB in February 2024*. It was screened to ensure that there is only variation from that curriculum in provider-specific aspects.

Level 3 Specific Purpose Certificate in Drugs and Alcohol Awareness, Level 3, Special Purpose Award, 5 FET Credits

The Committee APPROVED the validation of the following programme:

- **Limerick & Clare Education and Training Board** PG25862

5.2.5 The Committee NOTED the documentation circulated. As per the agreed procedure to facilitate differential validation of ETB programmes based on a shared curriculum, the programme listed below was presented for validation to lead to the **Level 5 Specific Purpose Certificate in Volunteering For Community Engagement** The programme is based on a curriculum originally validated for *Cavan & Monaghan ETB in February 2024*. It was screened to ensure that there is only variation from the curriculum in provider-specific aspects.

Level 5 Specific Purpose Certificate in Volunteering For Community Engagement, Level 5, Special Purpose Award, 15 FET Credits

The Committee APPROVED the validation of the following programme:

- **Limerick & Clare Education and Training Board** PG25865

5.2.6 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 **Level 6 Specific Purpose Certificate in Work Based Learning Practices**. The programmes are based on a curriculum originally validated *Donegal ETB in February 2022*. They were screened to ensure that there is only variation from the curriculum in provider-specific aspects.

Level 6 Specific Purpose Certificate in Work Based Learning Practices, Level 6, Special Purpose Award, 10 FET Credits

The Committee APPROVED the validation of the following programmes:

- **Limerick & Clare Education and Training Board** PG25890
- **Cork Education and Training Board** PG25889
- **Kilkenny & Carlow Education and Training Board** PG25874

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

Advanced Certificate in Music, Level 6, Major Award, 120 FET Credits

The Committee APPROVED the validation of the following programme:

- **Laois & Offaly Education and Training Board** PG25921

5.2.8 The Committee NOTED the documentation circulated. As per the agreed procedure to facilitate differential validation of ETB programmes based on a shared curriculum, the programme listed below was presented for validation to lead to the **Level 6 Specific Purpose Certificate in Mentorship Practice**. The programme is based on a curriculum originally validated for *Mayo, Sligo & Leitrim ETB in December 2022*. It was screened to ensure that there is only variation from the curriculum in provider-specific aspects.

Level 6 Specific Purpose Certificate in Mentorship Practice, Level 6, Special Purpose Award, 10 FET Credits

The Committee APPROVED the validation of the following programme:

- **Laois & Offaly Education and Training Board** PG25949

5.2.9 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 3 Specific Purpose Certificate in Learning to Support Primary School Children**. The programmes are based on a curriculum originally validated for *Kilkenny and Carlow ETB in February 2023*. They were screened to ensure that there is only variation from the curriculum in provider-specific aspects.

Level 3 Specific Purpose Certificate in Learning to Support Primary School Children, Level 3, Special Purpose Award, 25 FET credits.

Certificate in Supporting P/School Children: Learning, Minor Award (10 FET Credits)

Certificate in Supporting P/School Children: Literacy, Minor Award (5 FET Credits)

Certificate in Supporting P/School Children: Digital Lit, Minor Award (5 FET Credits)

Certificate in Supporting P/School Children: Maths, Minor Award (5 FET Credits)

The Committee APPROVED the validation of the following programmes:

- **Cork Education and Training Board** PG25888, PG25956, PG25957, PG25960, PG25961

5.2.10 The Committee NOTED the documentation circulated. As per the agreed procedure to facilitate differential validation of ETB programmes based on a shared curriculum, the programme listed below was presented for validation to lead to the **Level 3 Specific Purpose Certificate in Introduction to Climate Justice**. The programme is based on a curriculum originally validated for *City of Dublin ETB in November 2023*. It was screened to ensure that there is only variation from the curriculum in provider-specific aspects.

Level 3 Specific Purpose Certificate in Introduction to Climate Justice, Level 3, Special Purpose Award, 10 FET credits

The Committee APPROVED the validation of the following programmes:

- **Laois & Offaly Education and Training Board** PG25966
- **Kilkenny & Carlow Education and Training Board** PG25985

5.3 Higher Education and Training Programmes – Programme Validation

5.3.1 Griffith College

The Committee NOTED the documentation for this was included in the documentation for Griffith College Revalidation. 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:

PG25913, Master of Arts in International Law, Level 9, Major Award, 90 Credits

PG25914, Postgraduate Diploma in Arts in International Law, Level 9, Major Award, 60 Credits

5.4 Devolution of Responsibility for Validation Sub-Processes

No Business

5.5 Validation of Research Degree Programmes

No Business

5.6 Apprenticeship Programmes

No Business

6. REVALIDATION

6.1 Application for Extension of Validation Period

6.1.1 Dublin Business School

The Committee NOTED the documentation circulated. Dublin Business School requested a one-year extension of validation for the following programme:

6.1.1.1 PG24528, Certificate in Social Care Skills programme, Level 6, Special Purpose Award, 25 Credits

The rationale for this request was as follows:

Dublin Business School indicated that they wished to extend the duration of the above programme for an additional year due to staff changes and other demands during 2024 such as on-going review panels, preparation for summer examinations and continued work on the Institutional Review. Additionally, a member of staff left Dublin Business School and whilst work was progressing on the revalidation process, the College considers more time is required to review and finalise documentation in an appropriate manner.

The Committee APPROVED the request to extend the last intake date of the programme above to August 2025.

6.1.2 Griffith College

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

- 6.1.2.1 PG24209, Master of Science in Computing, Level 9, Major Award, 90 Credits *to August 2025*
- PG24210, Postgraduate Diploma in Science in Computer, Level 9, Major Award, 60 Credits *to August 2025*
- PG24227, Higher Diploma in Arts in Drama Education, Level 8, Major Award, 60 Credits *to September 2025*
- PG24228, Certificate in Drama Education, Level 8, Minor Award, 45 Credits *to September 2025*
- PG24229, Certificate in Drama Performance, Level 8, Minor Award, 20 Credits *to September 2025*

The rationale for this request was as follows:

Griffith College indicated that they wished to extend the duration of programmes *PG24209, Master of Science in Computing* and the embedded programme *PG24210, Postgraduate Diploma in Science in Computing* for an additional year to align their review with related programmes within the Faculty of Computing which are scheduled to take place in 2024/2025.

Griffith College indicated that they wished to extend the duration of programmes *PG24227, Higher Diploma in Arts in Drama Education* and its embedded programmes *PG24228, Certificate in Drama Education* *PG24229* and the *Certificate in Drama Performance* for an additional year due to the proposed new Leaving Certificate subject Drama, Film and Theatre Studies being introduced in September 2025. This new subject would provide additional teaching opportunities for the graduates on these programmes, and therefore Griffith College would require additional time to support their alignment with future employment requirements.

The Committee APPROVED the request to extend the last intake date of the programmes to the dates indicated above.

6.2 Applications for Revalidation

6.2.1 Carlow College, St Patrick's

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 PG25928, Bachelor of Arts in Applied Social Studies (Professional Social Care), Level 7, Major Award, 180 Credits

PG25929, Bachelor of Arts Honours in Applied Social Studies (Professional Social Care), Level 8, Major Award, 60 Credits

6.2.1.2 PG25926, Bachelor of Arts (Honours) in Arts and Humanities, Level 8, Major Award, 180 Credits

6.2.1.3 PG25927, Bachelor of Arts (Honours) in English and History, Level 8, Major Award, 180 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 PG25905, Master of Laws in International Law, Level 9, Major Award, 90 Credits

PG25906, Postgraduate Diploma in Arts in International Law, Level 9, Major Award, 60 Credits
(*Exit Award*)

PG25907, Master of Laws in International Human Rights Law, Level 9, Major Award, 90 Credits

PG25908, Postgraduate Diploma in International Human Rights Law, Level 9, Major Award, 60 Credits
(*Exit Award*)

PG25909, Master of Laws in International Commercial Law, Level 9, Major Award, 90 Credits

PG25910, Postgraduate Diploma in Arts in International Commercial Law, Level 9, Major Award, 60 Credits
(*Exit Award*)

PG25911, Master of Laws in International Criminal Justice, Level 9, Major Award, 90 Credits

PG25912, Postgraduate Diploma in Arts in International Criminal Justice, Level 9, Major Award, 60 Credits
(*Exit Award*)

6.2.3 Dorset College

The Committee NOTED the documentation circulated. 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 PG25972, Bachelor of Science in Computing, Level 7, Major Award, 180 Credits

6.2.4 National College of Ireland

The Committee NOTED the documentation circulated. 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:

6.2.4.1 PG25965, Bachelor of Arts (Honours) in Recruitment Practice, Level 8, Major Award, 180 Credits
Apprenticeship

6.2.5 Limerick & Clare Education and Training Board

The Committee NOTED the documentation circulated 1. 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:

6.2.5.1 PG25945, Advanced Certificate in Hairdressing, Level 6, Major Award, 225 FET Credits
Apprenticeship

6.2.6 City of Dublin Education and Training Board

The Committee NOTED the documentation circulated. 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:

6.2.6.1 PG25938, Advanced Dance Studies, Level 6, Major Award, 135 FET Credits

6.2.7 SOLAS

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:

6.2.7.1 PG25801, Advanced Certificate in Craft – Agricultural Mechanics, Level 6, Major Award, 240 FET Credits

PG25952, Advanced Certificate in Craft – Industrial Insulation, Level 6, Major Award, 240 FET Credits

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

7.1 Update on the follow-up of conditions of validation

No business

7.2 Update on the follow-up of conditions of QA Approval

As part of its internal quality assurance procedures, the QA Approval unit is required to follow up on any “Conditions of QA Approval” imposed by the Programme and Awards Executive Committee (PAEC).

7.2.1 Women’s Community Project Mullingar

The Committee NOTED the documentation circulated.

At its meeting on 25 April 2023, the PAEC approved the QA procedures of Women’s Community Project Mullingar with three Conditions of QA Approval. Two conditions had been addressed in the meantime and noted by the PAEC. On 22 April 2024, the Provider confirmed that it had addressed the one remaining outstanding condition (number 3) and outlined the actions that have been taken by the provider in respect of the condition.

The Committee NOTED that the executive is satisfied that condition number 3 has been appropriately addressed and that no further follow-up is required.

7.2.2 Pinnacle Training

The Committee NOTED the documentation circulated.

At its meeting on 25 April 2023, the PAEC approved the QA procedures of Pinnacle Training with four Conditions of QA Approval. Three of the conditions had been addressed in the meantime and noted by the PAEC. On 25 April 2024, the Provider confirmed that it had addressed the remaining outstanding condition (number 4) and outlined the actions that have been taken by the provider in respect of the condition.

The Committee NOTED that the executive is satisfied that condition number 4 has been appropriately addressed and that no further follow-up is required.

7.2.3 B and B Nursing

The Committee NOTED the documentation circulated.

At its meeting on 25 April 2024, the PAEC approved the QA procedures of B and B Nursing with six Conditions of QA Approval. On 30 April 2024, B and B Nursing confirmed that it had addressed condition numbers 2,3,4,5,6 and outlined the actions taken by the provider in respect of these conditions.

The Committee NOTED that the executive is satisfied that condition numbers 2,3,4,5,6 have been appropriately addressed by the provider.

7.2.4 Gorey Community School

The Committee NOTED the documentation circulated.

At its meeting on 25 April 2024, the PAEC approved the QA procedures of Gorey Community School with eight Conditions of QA Approval. On 17 April 2024, Gorey Community School confirmed that it had addressed all eight conditions and outlined the actions taken by the provider in respect of these conditions.

The Committee NOTED that the executive is satisfied that all conditions have been appropriately addressed by the provider 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 Drumlin House Training Centre

The Committee NOTED the documentation circulated.

The Committee APPROVED the quality assurance procedures of Drumlin House Training Centre.

9.2 Carraig Safety Consultants

The Committee NOTED the documentation circulated.

The Committee APPROVED the quality assurance procedures of Carraig Safety Consultants.

9.3 Special Schools Sector

The Committee NOTED the documentation circulated.

The Committee NOTED that the 20 providers listed below are members of a network of Special Schools who have agreed to operate under a common quality assurance (QA) system facilitated by The National Association of Boards of Management in Special Education (NABMSE). Although each provider re-engaged with QQI in its own right, the providers were evaluated in parallel by a single independent panel due to this agreed common approach to QA.

The Committee APPROVED the quality assurance procedures of the following providers:

- Catherine McAuley School

- Mid- West School for the Deaf
- Our Lady of Fatima Special School
- St. Augustine’s Special School
- Scoil Chiaráin
- St. Anne’s School (Ennis)
- St. Anne’s Special School (The Curragh)
- St. Brigid’s Special School (Dundalk)
- St. Brigid’s Special School (Mullingar)
- St. Cecilia’s School
- St. Francis Special School
- St. Hilda’s Special School
- St. Ita’s and St. Joseph’s
- St. Ita’s Special School
- St. Laserian’s School
- St. Michael’s School (Castlerea)
- St. Michael’s Special School (Chapelizod)
- St. Patrick’s Special School
- St. Ultan’s Special School
- Scoil Chormaic

The Committee APPROVED the following extensions to the current scope of provision to include additional levels on the National Framework of Qualifications (NFQ) being applied for:

- St. Augustine’s Special School – to include NFQ levels 1 and 2.
- Scoil Chiaráin – to include NFQ level 2.
- St. Anne’s Special School (The Curragh) – to include NFQ level 2.
- St. Brigid’s Special School (Dundalk) – to include NFQ level 2.
- St. Brigid’s Special School (Mullingar) – to include NFQ level 1.
- St. Cecilia’s School – to include NFQ level 2.
- St. Laserian’s School – to include NFQ levels 1 and 2.

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