

ACC/M11

**Academic Committee
Minutes**

Minutes of the eleventh meeting of the Academic Committee which took place on Monday, 06 July 2009 in the Boardroom, HETAC Offices, 26/27 Denzille Lane, Dublin 2 at 11:00 a.m.

PRESENT: Chairperson: Prof. Tom Boylan
Secretary: Dr. Bryan Maguire
Dr. Peter Cullen
Ms. June Hosford
Mr. Tomás MacEochagáin
Mr. Bartley Rock

APOLOGIES: Dr. Carol Gibbons
Ms. Tine Holm
Rev. Darren McCallig
Dr. Diarmuid O'Callaghan
Ms. Marion Palmer

IN ATTENDANCE: Rosaleen Barrett
Ms. Martina Collins
Mr. Joe Cox
Ms. Mary McEvoy
Ms. Tara Ryan
Ms. Mary Sheridan

Preliminary

The Chairman, Thomas Boylan welcomed Mr. Bartley Rock, Education Officer, USI to his first meeting of the Academic Committee. Mr. Rock is replacing Mr. Peter Mannion, USI whose term of office as student representative on the Academic Committee has ended.

1. Committee Business

1.1 Minutes

The Minutes of the Meeting of 25 May 2009 circulated as ACC/M10 had been circulated electronically to Committee Members and were also circulated at the Council Meeting on 15 June 2009. The Minutes were CONFIRMED and SIGNED.

1.2. **Matters Arising from Minutes**

None

1.3 **Annual Report of the Academic Committee**

The Committee NOTED the report of the Academic Committee circulated as ACC/A11/3.1 and AGREED that a new category incorporating withdrawal of validation be included, taking due cognisance of the sensitivities surrounding the wording of the new category. The Committee APPROVED the Report for submission to Council, subject to update following this present meeting.

2. **Advice to Council regarding matters of Academic Policy and Procedures**

No business

3. **Awards Standards**

The Committee NOTED the *Draft Standard on Social Care Work* and the *Draft Terms of Reference for Architecture* circulated as ACC/A11/3.1. The Committee ASSENTED to the *Draft Standard on Social Care Work* being presented to Council in December 2009 for adoption following revision based on the feedback gathered through consultation.

4. **Recognition of Professional and International Awards**

No business

5. **Institutional Review**

Explanatory Memorandum

The Committee NOTED the Explanatory Memorandum circulated as ACC/A11/5 indicating that the Institutional Review Reports and Institutional Responses from **IT Tallaght, Letterkenny IT** and **The Open Training College** were considered by Council at its meeting on 15 June. The Committee FURTHER NOTED that Council adopted the three Expert Panel Reports and REFERRED the Institutional Response documents to the Academic Committee for consideration.

5.1 **Institutional Responses and Implementation Plans**

The Committee NOTED the Institutional Responses from the above three Providers circulated as ACC/A11/5.1.1 – ACC/A11/5.1.3 respectively. The Committee FURTHER NOTED that some recommendations of the Expert Review Panel regarding Letterkenny IT had not been addressed by the Provider, nor had an Implementation Plan been included in the Response. It was AGREED that the Executive write to Letterkenny IT outlining its dissatisfaction with the Response.

5.2 **Terms of Reference**

5.2.1 **Griffith College Dublin**

[Tomás MacEochagáin withdrew for this item]

The Committee NOTED the Terms of Reference for the Institutional Review of the above Provider circulated as ACC/A11/5.2.1. It was further NOTED that the Institutional Review is scheduled to take place in October 2009.

- 5.2.2 **Institute of Technology, Tralee**
The Committee NOTED the Terms of Reference for the Institutional Review of the above Provider circulated as ACC/A11/5.2.2. It was further NOTED that the Institutional Review is scheduled to take place in Nov/Dec 2009.

6. **Provider Monitoring**

The Committee NOTED the Monitoring Reports of **ICD Business School, Institute of Business & Technology Swords, IPASS, Thomas Crosbie Holdings, and Munster Academy** circulated as ACC/A11/6.1 – 6.5 respectively. The Committee NOTED the non-compliance by IPASS with HETAC requirements on award titles, learner assessment and standards. In addition the Committee NOTED that there are no learners registered in the current academic year at Thomas Crosbie Holdings due to economic circumstances.

7. **Provider Registration**

7.1 **Eligibility Report**

The Committee NOTED the Eligibility Site Visit Report of a provider circulated as ACC/A11/7.1.1 and NOTED that the provider would now be invited to submit a Self Evaluation report and Quality Assurance manual under the terms of the HETAC policy and procedures.

7.2 **New Provider Evaluation**

The Committee NOTED the Evaluation Report of a provider circulated as ACC/A11/7.2 and AGREED that specific advice regarding adequate library facilities be conveyed to the Provider.

7.3 **New Providers – First Programmes for Approval**

7.3.1 **Public Affairs Ireland**

The Committee NOTED the documentation circulated as ACC/A11/7.3.1 and APPROVED the following programme as specified in the documentation circulated:-

Special Purpose Award

Certificate in Project Management for Public Sector Administration (Level 6): 20 ECTS Credits

7.3.2 **Communications Management Institute**

The Committee NOTED the documentation circulated as ACC/A11/7.3.2 and APPROVED the following programme as specified in the documentation circulated:-

Major Award

Higher Diploma in Business (Level 8)

8. Validation of Programmes of Higher Education and Training

8.1 Newly Validated Programmes under Delegated Authority.

8.1.1 **Cork Institute of Technology**

The Committee NOTED the content of Explanatory Memorandum circulated as ACC/A11/8.1.1 and ORDERED that authority be delegated to the above institute for the following programmes as specified in the documentation circulated:-

Major Award

Bachelor of Science (Honours) in Interior Architecture (Level 8)

Bachelor of Science (Honours) in Transport Management (Level 8)

Bachelor of Science in Horticulture (Level 7)

Bachelor of Arts (Honours) in Early Childhood Care & Education (Level 8)

Bachelor of Arts in Naval Studies, Leadership & Management (Level 7)

Higher Certificate in Arts in Naval Studies, Leadership & Management (Level 6)

Bachelor of Arts (Honours) in Theatre & Drama Studies (Level 8)

Bachelor of Business (Honours) in Tourism (Level 8)

Bachelor of Business in Tourism (Level 7)

Bachelor of Business (Honours) in Hospitality Management (Level 8)

Master of Arts in Music & Technology (Level 9)

Master of Arts in Public Relations with New Media (Level 9)

Master of Science in Networking & Security (Level 9)

Master of Arts in Art & Design Education (Level 9)

Master of Arts in Teaching Visual Arts for Primary and Early Years Education (Level 9)

Master of Engineering in Embedded Systems (Level 9)

Bachelor of Science (Honours) in Nutrition and Health Science (Level 8)

Bachelor of Science (Honours) in Pharmaceutical Biotechnology (Level 8)

Bachelor of Science (Honours) in Instrument Engineering (Level 8)

Bachelor of Business (Honours) in Marketing (Level 8)

8.1.2 **Dun Laoghaire Institute of Art, Design and Technology**

The Committee NOTED the content of Explanatory Memorandum circulated as ACC/A11/8.1.2 and ORDERED that authority be delegated to the above institute for the following programmes as specified in the documentation circulated:-

Major Award

Bachelor of Arts (Honours) in Design for Stage and Screen (Level 8)

Special Purpose Award

Certificate in Citizenship and Society (Level 6): *10 ECTS Credits*
Certificate in Online Business Trading (Level 7): *10 ECTS Credits*
Certificate in Enterprise Development (Level 8): *10 ECTS Credits*
Certificate in Creative Writing (Level 8): *10 ECTS Credits*
Certificate in Organisational Psychology (Level 7): *10 ECTS Credits*
Certificate in Sport Psychology (Level 8): *10 ECTS Credits*
Certificate in Data Visualisation (Level 8): *10 ECTS Credits*
Certificate in Human Computer Interaction (Level 8): *10 ECTS Credits*

8.1.3 Dundalk Institute of Technology

The Committee NOTED the content of Explanatory Memorandum circulated as ACC/A11/8.1.3 and ORDERED that authority be delegated to the above institute for the following programmes as specified in the documentation circulated:-

Major Award

Bachelor of Science (Honours) in Computing (Level 8)

8.1.4 Institute of Technology, Carlow

The Committee NOTED the content of Explanatory Memorandum circulated as ACC/A11/8.1.4 and ORDERED that authority be delegated to the above institute for the following programmes as specified in the documentation circulated:-

Major Award

Bachelor of Business (Honours) in Business with Law (Level 8)
Bachelor of Business in Business with Law (Level 7)
Higher Certificate in Business with Law (Level 6): *Embedded Exit Award of Bachelor of Business (Honours) in Business with Law*
Higher Certificate in Business with Law (Level 6)
Bachelor of Arts in Sport & Exercise (GAA) (Level 7)

Special Purpose Award

Certificate in Preparation for Higher Education (Level 6): *30 ECTS Credits*

8.2 Title Changes under Delegation of Authority/Amendments to Orders in Council

8.2.1 Cork Institute of Technology

The Committee APPROVED the following programme title amendments as outlined in the Explanatory Memorandum circulated as ACC/A11/8.2.1:-

Current Programme Title	New Programme Title
Bachelor of Arts in Transport Management and Technology	Bachelor of Science in Transport Management and Technology

8.3 **Programmatic Reviews for Approval under Delegation of Authority**

8.3.1 **Dundalk Institute of Technology**

The Committee NOTED the content of the Explanatory Memorandum circulated as ACC/A11/8.3.1. and NOTED the revalidation of the following programmes as a result of a programmatic review:

Major Award

Bachelor of Science in Computing in Applications and Support (Level 7)

Bachelor of Science in Computing in Networking and Support (Level 7)

Bachelor of Science in Computing in Software Development (Level 7)

Bachelor of Science (Honours) in Computing in Information Technology Management (Level 8)

Bachelor of Science (Honours) in Commercial Computing (Level 8)

Bachelor of Science (Honours) in Computing in Games Development (Level 8)

Bachelor of Arts in Communications in Creative Multimedia (Level 7)

Bachelor of Arts (Honours) in Communications in Creative Media (Level 8)

Master of Business in Software Entrepreneurship (Level 9)

Master of Science in Computing (Level 9)

Bachelor of Arts (Honours) in Applied Music (Level 8)

Master of Arts in Music Technology (Level 9)

Master of Science in Music Technology (Level 9)

Bachelor of Science (Honours) in Biopharmaceutical Science (Level 8)

8.4 **New Programmes for Approval**

8.4.1 **National College of Ireland**

The Committee NOTED the documentation circulated as ACC/A11/8.4.1 and APPROVED the specified programmes.

Major Award

Higher Certificate in Computing (Level 6)

Bachelor of Science (Honours) in Computing (Level 8)

Bachelor of Science (Honours) in Business Information Systems (Level 8)

8.4.2 **Griffith College Dublin**

[Tomás MacEochagáin withdrew for this item]

The Committee NOTED the documentation circulated as ACC/A11/8.4.2 and APPROVED the specified programmes.

Major Award

Master of Arts in Journalism and Media Communications (Level 9)

Postgraduate Diploma in Journalism and Media Communications (Level 9)

Postgraduate Diploma in Computing (Level 9)

Postgraduate Diploma in Computing in Networking (Level 9)
Postgraduate Diploma in Computing in Software Development
(Level 9)
Postgraduate Diploma in Computing in Information Management
(Level 9)

Minor Award

Certificate in Networking (Level 6): *30 ECTS Credits*
Certificate in Software Development (Level 6): *30 ECTS Credits*
Certificate in Information Management (Level 6): *30 ECTS Credits*

8.4.3 Dublin Business School

The Committee NOTED the documentation circulated as ACC/A11/8.4.3 and APPROVED the specified programmes, subject to minor editing.

Major Award

Bachelor of Arts (Honours) in Film Studies (Level 8)
Higher Diploma in Arts in Psychology (Level 8)

8.4.4 Institute of Technology, Carlow

The Committee NOTED the documentation circulated as ACC/A11/8.4.4 and APPROVED the specified programmes.

Major Award

Master of Business Administration (Level 9)
Postgraduate Diploma in Business (Level 9)

8.4.5 Irish Management Institute

The Committee NOTED the documentation circulated as ACC/A11/8.4.5 and APPROVED the specified programmes.

Minor Award

Certificate in Leadership Excellence (Level 9): *30 ECTS Credits*
Certificate in Strategy (Level 9): *30 ECTS Credits*

It was also NOTED that the Executive would meet separately of this meeting to further explore the matter of 30 Credit Modules.

8.4.6 National Counselling Institute of Ireland

The Committee NOTED the documentation circulated as ACC/A11/8.4.6 and APPROVED the specified programmes, subject to minor editing.

Major Award

Master of Arts in Counselling and Psychotherapy (Level 9)

8.4.7 Kimmage Manor Development Studies

The Committee NOTED the documentation circulated as ACC/A11/8.4.7 and APPROVED the specified programmes.

Major Award

Bachelor of Arts in Development Studies (Level 7)

8.5 Title Changes/Programme Amendments for Approval

8.5.1 Institute of Physical Therapy and Applied Science (IPTAS)

The Committee NOTED the Explanatory Memorandum circulated as ACC/A11/8.5.1 and APPROVED provision of Year 1 and Year 2 of the **Bachelor of Science in Applied Health Science** in Limerick, together with the clinical component of Year 3 subject to the conditions as stated in the documentation.

8.6 Programmatic Reviews for Approval

8.6.1 Hibernia College Dublin

The Committee NOTED the Explanatory Memorandum circulated as ACC/A11/8.6.1 and APPROVED intakes of 1 September 2009 to 1 September 2013, or to the next Programmatic Review, whichever is the earlier, for the following programme:-

- **Higher Diploma in Arts in Primary Education**

8.6.2 The Open Training College

The Committee NOTED the Explanatory Memorandum circulated as ACC/A11/8.6.2 and APPROVED the programmatic reviews as follows:-

- **Bachelor of Arts in Applied Social Studies (Disability)** (Level 7)
- **Bachelor of Arts (Honours) in Applied Social Studies (Disability)** (Level 8)

8.7 Joint Awards and Approval of Joint Awarding Agreements

8.7.1 Dublin Business School and Liverpool John Moore's University

(a) The Committee NOTED the documentation circulated as ACC/A11/8.7.1 and APPROVED the following programmes for accreditation, leading to Joint Awards of HETAC and Liverpool John Moore's University:-

- Master of Science in Marketing
- Master of Science in Human Resource Management
- MBA in Business Management
- MBA in Marketing
- MBA in Information systems
- MBA in Project Management
- MBA in Human Resource Management
- MBA in Finance
- MBA in Executive

- Master of Science in International Accounting and Finance
- Master of Science in International Banking and Finance
- Master of Science in Information and Library Management
- Bachelor of Arts (Honours) in Business Management (Project Management)

(b) The Committee DEFERRED approval of the following programmes subject to a response from the Institute regarding clarification on entry requirements and learning outcomes:-

- Master of Arts in Marketing
- Master of Arts in Human Resources Management

8.8 **Validation of Research Degree Programmes**

No business

8.9 **Transnational Programme Validation/Collaborative Provision Programmes**

No business

8.10 **Withdrawal of Programme Validation under Section 26**

8.10.1 **New Media Technology College (NMTC)**

The Committee NOTED the Explanatory Memorandum and APPROVED the Report of the Section 26 Panel circulated as ACC/A11/8.10.1, including the recommendation that validation be withdrawn. The Committee also NOTED the correspondence from NMTC responding to the findings of the report and the view of the Executive that the points raised did not vitiate the panel recommendations. The Committee encouraged the Executive to seek voluntary cessation of recruitment to the programme by the Provider in the first instance, with further discussion on alternatives to complete withdrawal of validation and consequent de-registration.

8.10.2 **Sales Institute of Ireland (SII)**

The Committee NOTED the Explanatory Memorandum and supporting documentation circulated as ACC/A11/8.10.2 and AGREED to review the programmes of SII under Section 26 of the Qualifications (Education and Training) Act.

9. **Amendment to Organisation Title/Campus Changes**

No business

10. Any Other Business

The next ordinary meeting of the Academic Committee will take place in the Boardroom of HETAC Offices, 26/27 Denzille Lane, Dublin 2 on Monday, 19 October at 11.00 am.

THE BUSINESS OF THE MEETING CONCLUDED AT 13.45.

Signed: _____
Chairperson

Date: _____