

ACC/M14

**Academic Committee
Minutes**

Minutes of the fourteenth meeting of the Academic Committee which took place on Monday, 29 March 2010 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
Ms. June Hosford
Ms. Barbara Kelly
Mr. Tomás MacEochagáin
Mr. Ian McKenna
Rev. Darren McCallig
Dr. Marion Palmer

APOLOGIES: Dr. Diarmuid Ó Callaghan

IN ATTENDANCE: Ms. Rosaleen Barrett
Mr. Joe Cox
Dr. Peter Cullen
Ms. Karena Maguire
Ms. Mary McEvoy
Ms. Tara Ryan
Ms. Mary Sheridan

Preliminary

The Chairman, Prof. Thomas Boylan welcomed Mr. Ian McKenna, HETAC to his first meeting of the Committee. Mr. McKenna is replacing Ms. Karena Maguire as the Chief Executive's nominee.

1. COMMITTEE BUSINESS

1.1 **Minutes**

The Minutes of the Meeting of 18 January 2010 circulated as ACC/M13 had been circulated electronically to Committee Members and were also circulated at the Council Meeting on 15 February 2010. The Minutes were CONFIRMED and SIGNED.

1.2. Matters Arising from Minutes

1.2.1 New Providers: First Programmes for Approval

The Committee NOTED that the *Institute of Project Management*, and *Ennis International Business School* had been approved by Council at its meeting of 15 February 2010 as meeting the criteria to become Registered Providers of HETAC, subject to the putting in place of a system of learner protection.

2. **ADVICE TO COUNCIL REGARDING MATTERS OF ACADEMIC POLICY AND PROCEDURES**

2.1 Explanatory Memorandum

The Committee NOTED the Explanatory Memorandum circulated as ACC/A14/2.1. The Committee FURTHER NOTED a PowerPoint presentation given by Tomás MacEochagáin.

2.2 Good Practice in the Quality Assurance of Arts Research Degree Programmes by Practice

The Committee NOTED the abovementioned Policy document circulated as ACC/A14/2.2 and RECOMMENDED it to Council for adoption.

2.3 Draft HETAC Monitoring Policy

The Committee NOTED the abovementioned draft Policy document circulated as ACC/A14/2.3 and RECOMMENDED it to Council for adoption, subject to any amendments required on foot of detailed comments from members of Academic Committee and further stakeholder feedback. If serious issues arise in this process, which require substantial change, the Executive will refer the policy back to the Committee for approval before submitting it to Council.

2.4 Draft General Programme Validation Manual

The Committee NOTED the abovementioned draft procedural document circulated as ACC/A14/2.4 and RECOMMENDED it to Council for adoption, subject to any amendments required on foot of detailed comments from members of Academic Committee. If serious issues arise in this process, which require substantial change, the Executive will refer the document back to the Committee for approval before submitting it to Council.

2.5 Draft Core Validation Policy & Criteria

The Committee NOTED the abovementioned draft Policy document circulated as ACC/A14/2.5 and RECOMMENDED it to Council for adoption, subject to any amendments required on foot of detailed comments from members of Academic Committee and further stakeholder feedback. If serious issues arise in this process, which require substantial change, the Executive will refer the policy back to the Committee for approval before submitting it to Council.

The Committee noted that the document lacked an overall vision for HETAC validated provision. The Executive undertook to incorporate such a vision into the proposed redrafting of guidelines for quality assurance.

2.6 Draft Research Degree Policy and Criteria

The Committee NOTED the abovementioned draft Policy document circulated as ACC/A14/2.6 and RECOMMENDED it to Council for adoption, subject to any amendments required on foot of detailed comments from members of Academic Committee and further stakeholder feedback. If serious issues arise in this process, which require substantial change, the Executive will refer the policy back to the Committee for approval before submitting it to Council.

2.7 Briefing on Grade Inflation

The Committee NOTED the abovementioned document circulated as ACC/A14/2.7.

3. AWARDS STANDARDS

3.1 Social Care Awards Standards

The Committee NOTED the Explanatory Memorandum and the Social Care Awards Standards document circulated as ACC/A14/3.1 and ACC/A14/3.2 respectively and AGREED to present the Awards Standards for Social Care to Council for adoption.

4. RECOGNITION OF PROFESSIONAL AND INTERNATIONAL AWARDS

No business

5. INSTITUTIONAL REVIEW

5.1 **Panel Reports, Institution Responses and Implementation Plans**

5.1.1 Tipperary Institute

The Committee NOTED the documentation circulated as ACC/A14/5.1.1.1 to ACC/A14/5.1.1.3. The Committee ADOPTED the Report of the Expert Panel.

5.2 **Terms of Reference**

5.2.1 Dublin Business School

The Committee NOTED the Terms of Reference of Dublin Business School circulated as ACC/A14/5.2.1.

5.2.2 Waterford Institute of Technology

The Committee NOTED the Terms of Reference of Waterford Institute Technology circulated as ACC/A14/5.2.2.

5.2.3 Limerick Institute of Technology

The Committee NOTED the Terms of Reference of Limerick Institute of Technology circulated as ACC/A14/5.2.3.

6. PROVIDER MONITORING

6.1 National Counselling Institute of Ireland

The Committee NOTED the Monitoring Report circulated as ACC/A14/6.1.

- 7. PROVIDER REGISTRATION**
- 7.1 Eligibility Reports**
- 7.1.1 The Committee NOTED the Eligibility Report of the Provider referred to in ACC/A14/7.1.1.
- 7.2 New Provider Evaluation**
- 7.2.1 The Committee NOTED Evaluation Report of the Provider referred to in ACC/A14/7.2.1. The Committee APPROVED the findings and recommendations of the Expert Panel.
- 7.3 New Providers: First Programmes for Approval**
- 7.3.1 Acupuncture Foundation: Appeal Decision
The Committee NOTED the documentation circulated as ACC/A13/7.3.1 and FURTHER NOTED the NQAI's agreement with the decision of HETAC not to validate the Bachelor of Science in Traditional Chinese Medicine at the Acupuncture Foundation.
- 8. VALIDATION OF PROGRAMMES OF HIGHER EDUCATION AND TRAINING**
- 8.1 Newly Validated Programmes under Delegation of Authority**
No business.
- 8.2 Title Changes under Delegation of Authority/Amendments to Orders in Council**
- 8.2.1 New Procedure re Maintenance of the Order in Council for Institutes of Technology
The Committee APPROVED the new procedure circulated as ACC/A14/8.2.1
- 8.3 Programmatic Reviews for Approval under Delegation of Authority**
No business.
- 8.4 New Programmes for Approval**
- 8.4.1 Institute of Technology, Carlow
The Committee NOTED the documentation circulated as ACC/A14/8.4.1 and APPROVED validation of the following programmes as specified in the documentation:-
- Major Awards
- Master of Business
 - Postgraduate Diploma in Business
- Special Purpose Awards
- Certificate in Emotional Intelligence
- 8.4.2 Irish Payroll Association
The Committee NOTED the documentation circulated as ACC/A14/8.4.2 and APPROVED validation of the following programmes as specified in the documentation:-
- Special Purpose Awards
- Certificate in Advanced Payroll Techniques

- Certificate in Advanced VAT Techniques

8.4.3 National College of Ireland

The Committee NOTED the documentation circulated as ACC/A14/8.4.3 and APPROVED validation of the following programmes as specified in the documentation:-

Special Purpose Awards

- Certificate in Employment Law
- Certificate in Work-Place Dispute Resolution

8.4.4 Tipperary Institute

The Committee NOTED the documentation circulated as ACC/A14/8.4.4 and APPROVED validation of the following programmes as specified in the documentation:-

Major Awards

- Higher Certificate in Business in Office Management

Minor Awards

- Certificate in Management

The Committee DEFERRED approval of the following programme:-

Special Purpose Awards

- Certificate in Coach Training Skills

8.4.5 Griffith College (Cork Campus)

[Tomás MacEochagáin withdrew from the discussion and decision of this item]

The Committee NOTED the documentation circulated as ACC/A14/8.4.5 and APPROVED validation of the following programmes as specified in the documentation:-

Major Awards

- Master of Arts in Journalism and Media Communications
- Postgraduate Diploma in Arts in Journalism and Media Communications

8.5 **Title Changes/Programme Amendments for Approval**

No business.

8.6 **Programmatic Reviews for Approval**

8.6.1 Institute of Physical Therapy and Applied Science (IPTAS)

The Committee NOTED the documentation circulated as ACC/A14/8.6.1 and agreed that the Executive seek a more positive response from the Institute.

8.7 **Joint Awards and Approval of Joint Awarding Agreements**

No business

8.8 **Validation of Research Degree Programmes**

8.8.1 Dundalk Institute of Technology

The Committee NOTED the Panel Report and the Institute's Response circulated as ACC/A14/8.8.1.1 and ACC/A14/8.8.1.2 respectively. The Committee APPROVED the request to submit on a case-by-case basis, applications for registration of PhD programmes in the area of Music, and Masters Degree programmes in the area of Creative Media as specified in the documentation.

8.8.2 Institute of Technology, Tallaght

The Committee NOTED the Explanatory Memorandum, Panel Report and the Institute's Response circulated as ACC/A14/8.8.2.1 to ACC/A14/8.8.2.2 respectively. The Committee APPROVED the institute to submit case-by-case applications in the discipline area of business (*Economic Development, Innovation and Entrepreneurship, Finance, Organisational Development and Market Research*) up to 2013. It was noted that continued development of research supervising staff is a condition of approval.

8.9 **Trans-national Programme Validation/Collaborative Provision Programmes**

No business

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

No business

9. **AMENDMENT TO ORGANISATION TITLE/CAMPUS CHANGES**

9.1 National Counselling Institute of Ireland

The Committee NOTED the documentation circulated as ACC/A14/9.1 and FURTHER NOTED the change of title of the above Institute as follows:-

CURRENT TITLE	NEW TITLE
National Counselling Institute of Ireland	National Counselling and Psychotherapy Institute of Ireland

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, 24 May 2010 at 11.00 am.

THE BUSINESS OF THE MEETING CONCLUDED AT 13.00.

Signed: _____
Chairperson

Date: _____