

ACC/M13

**Academic Committee
Minutes**

Minutes of the thirteenth meeting of the Academic Committee which took place on Monday, 18 January 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
Ms. Karena Maguire
Dr. Diarmuid O'Callaghan

APOLOGIES: Rev. Darren McCallig
Dr. Marion Palmer

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

Preliminary

The Chairman, Prof. Thomas Boylan, wished all those present a Happy New Year and welcomed new Committee Member Barbara Kelly, FETAC to her first meeting of the Academic Committee. Ms. Kelly is replacing Dr. Carol Gibbons.

1. COMMITTEE BUSINESS

1.1 **Minutes**

The Minutes of the Meeting of 19 October 2009 circulated as ACC/M12 had been circulated electronically to Committee Members and were also circulated at the Council Meeting on 9 November 2009. Following some minor amendments, the Minutes were CONFIRMED and SIGNED.

1.2. **Matters Arising from Minutes**

1.2.1 Draft Standard on Social Care Work

The Committee NOTED that the consultation process is still on-going.

1.2.2 Provision of Education to International Students: Code of Practice and Guidelines for Irish Higher Education Institutions

The Committee NOTED that this document had been adopted by Council at its meeting on 9 November 2009.

1.2.3 Effective Practice Guideline for External Examining

The Committee NOTED that this document had been adopted by Council at its meeting on 9 November 2009.

1.3 **Revised Terms of Reference of Academic Committee**

The Committee NOTED the Revised Terms of Reference circulated as ACC/A12/1.3 which had been amended to include explicit reference to the Academic Committee's role regarding withdrawal of validation under Section 26 of the Qualification (Education and Training) Act, 1999.

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

No business

3. **AWARDS STANDARDS**

No business

4. **RECOGNITION OF PROFESSIONAL AND INTERNATIONAL AWARDS**

No business

5. **INSTITUTIONAL REVIEW**

5.1 **Institution Responses and Implementation Plans**

5.1.1 Overview of Institutional Reviews Dec 08 - Dec 09

The Committee NOTED the Overview of Institutional Reviews Dec 08-Dec 09 circulated as ACC/A13/5.1.1.

5.2 **Terms of Reference**

5.2.1 National College of Ireland

The Committee NOTED the Terms of Reference of the National College of Ireland circulated as ACC/A13/5.2.1.

5.2.2 Dublin Business School

The Committee NOTED that the Terms of Reference of Dublin Business School were incomplete at this time and would be presented to the Committee at its meeting in March 2010.

6. **PROVIDER MONITORING**

No business

7. PROVIDER REGISTRATION

7.1 Eligibility Reports

7.1.1 The Committee NOTED the Eligibility Reports of seven Providers circulated as ACC/A13/7.1.1 – 7.1.7.

7.2 New Provider Evaluation

7.2.1 The Committee NOTED the Explanatory Memorandum, Panel Report, Email Memo from Provider, Inaccuracies document from Provider, and the original HETAC Eligibility Report of the Provider referred to in ACC/A13/7.2.1(a) to (d). The Committee APPROVED the findings and recommendations of the Expert Panel.

7.3 New Providers: First Programmes for Approval

7.3.1 Institute of Project Management

The Committee NOTED the documentation circulated as ACC/A13/7.3.1 and APPROVED validation of the following programme subject to minor amendment to Condition No. 6 to reflect entry requirements:-

- Higher Diploma in Arts in Project Management

7.3.2 Ennis International Business School

The Committee NOTED the documentation circulated as ACC/A13/7.3.2 and APPROVED validation of the following programme as specified in the documentation circulated:-

- Higher Certificate in Business

8. Validation of Programmes of Higher Education and Training

8.1 Newly Validated Programmes under Delegation of Authority

8.1.1 Dundalk Institute of Technology

The Committee NOTED the documentation circulated as ACC/A13/8.1.1 and APPROVED validation of the following programme as specified in the documentation circulated:-

Major Awards

- Higher Diploma in Science in Computing

The Committee further agreed to DEFER approval of the following programmes pending clarity regarding levels and credits:-

Minor Awards

- Certificate in Bioprocess Engineering (Level 7)
- Certificate in Business and Marketing (Level 8)
- Certificate in Sales and Marketing (Level 7)

8.1.2 Limerick Institute of Technology

The Committee NOTED the documentation circulated as ACC/A13/8.1.2 and APPROVED validation of the following programmes as specified in the documentation circulated:-

Major Awards

- Bachelor of Arts (Honours) in Business Studies with Sports Management
- Bachelor of Business (Honours) in Accounting & Finance
- Bachelor of Business (Honours) in Marketing & Management
- Bachelor of Science (Honours) in Building Surveying
- Bachelor of Engineering in Civil Engineering
- Bachelor of Science in Construction in Health & Safety
- Bachelor of Science in Construction in Site Management

8.1.3 Institute of Technology, Tallaght

The Committee NOTED the documentation circulated as ACC/A13/8.1.3 and APPROVED validation of the following programmes as specified in the documentation circulated:-

Major Awards

- Bachelor of Business (Honours) in Financial Services and Investment Analysis
- Bachelor of Business in Financial Services and Investment Analysis
- Higher Certificate in Business in Financial Services and Investment Analysis
- Bachelor of Science in Sports Science & Health
- Bachelor of Science in DNA & Forensic Science
- Higher Certificate in Science
- Master of Science in Information Technology Management
- Postgraduate Diploma in science in Information Technology Management
- Bachelor of Engineering in Energy & Environmental Engineering
- Master of Engineering in electronic System Design
- Postgraduate Diploma in Engineering in Electronic System Design

8.1.4 Institute of Technology, Sligo

The Committee NOTED the documentation circulated as ACC/A13/8.1.4 and APPROVED validation of the following programmes as specified in the documentation circulated:-

Special Purpose Awards

- Certificate in Researching Educational Practice (Level 9)

- Certificate in On-Line Distance Learning (Level 9)

Major Awards

- Postgraduate Diploma in Science in Pharmaceutical Regulatory Affairs
- Higher Certificate in Science

8.1.5 Athlone Institute of Technology

The Committee NOTED the documentation circulated as ACC/A13/8.1.5 and APPROVED validation of the following programmes as specified in the documentation circulated:-

Major Awards

- Higher Diploma in Arts in Behaviours that Challenge Adults & Children: Intellectual Disability Services
- Higher Diploma in Business
- Higher Certificate in Arts in Law
- Bachelor of Arts in Law
- Bachelor of Arts (Honours) in Law
- Bachelor of Arts in Business and Community Development
- Bachelor of Arts (Honours) in Accounting and Law
- Bachelor of Business (Honours) in Business and Law
- Bachelor of Engineering (Honours) in Sustainable Energy Engineering
- Bachelor of Arts (Honours) in Society and Communications
- Bachelor of Arts in Hotel & Leisure Management
- Bachelor of Science in Sustainable Construction
- Bachelor of Science in Sustainable Construction *ab initio*

Special Purpose Awards

- Certificate in Front Line Management (Level 6)

8.1.6 Galway-Mayo Institute of Technology

The Committee NOTED the documentation circulated as ACC/A13/8.1.6 and APPROVED validation of the following programmes as specified in the documentation circulated:-

Major Awards

- Bachelor of Engineering in Energy Engineering
- Higher Certificate in Engineering in Energy Engineering
- Bachelor of Science in Forest Management and the Environment
- Higher Certificate in Science in Forest Management and the Environment
- Master of Science in Environmental systems
- Postgraduate Diploma in Science in Environmental Systems

- Master of Business in Strategy and Innovation Management
- Higher Certificate in Arts in Culinary Arts
- Higher Certificate in Arts in Bar Supervision
- Higher Certificate in Arts in Hospitality Studies
- Higher Certificate in Business in Tourism

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

No business

8.3 Programmatic Reviews for Approval under Delegation of Authority

8.3.1 Limerick Institute of Technology

The Committee NOTED the documentation circulated as ACC/A13/8.3.1 and APPROVED the revalidation of the following programmes as a result of a programmatic review:

- Bachelor of Arts (Honours) in Business with Event Management
- Bachelor of Arts (Honours) in Business with Tourism Management

8.3.2 Galway-Mayo Institute of Technology

The Committee NOTED the documentation circulated as ACC/A13/8.3.2 and APPROVED the validation and revalidation of the following existing and new programmes as a result of a programmatic review:

Re-validation of Existing Programmes

- Master of Science in Computing
- Bachelor of Science (Ordinary) in Agriculture and Environment Management
- Bachelor of Science (Ordinary) in Applied Freshwater and Marine Biology
- Bachelor of Science (Ordinary) in Applied Biology and Biopharmaceutical Science
- Bachelor of Science (Ordinary) in Chemical and Pharmaceutical Science
- Bachelor of Science (Ordinary) in Physics and Instrumentation
- Bachelor of Science (Ordinary) in Pharmaceutical Technology
- Bachelor of Science (Ordinary) in Business Computing and Digital Media
- Bachelor of Science (Ordinary) in Computing in Software Development
- Bachelor of Science (Honours) in Applied Freshwater and Marine Biology
- Bachelor of Science (Honours) in Applied Biology and Biopharmaceutical Science

- Bachelor of Science (Honours) in Chemical and Pharmaceutical Science
- Bachelor of Science (Honours) in Physics and Instrumentation
- Bachelor of Science (Honours) in Information Technology for Business
- Bachelor of Science (Honours) in Software Development
- Bachelor of Science (Honours) in Medical Science
- Higher Certificate in Science in Good Manufacturing Practice & Technology
- Bachelor of Engineering (Ordinary) in Engineering with Management
- Bachelor of Engineering (Ordinary) in Mechanical Engineering
- Bachelor of Engineering (Ordinary) in Civil Engineering
- Bachelor of Science (Ordinary) in Architectural Technology
- Bachelor of Science (Ordinary) in Construction Economics & Quantity Surveying
- Bachelor of Science (Ordinary) in Construction Management
- Bachelor of Science (Ordinary) in Computer & Energy Systems
- Bachelor of Engineering (Ordinary) in Computer & Electronic Engineering
- Bachelor of Science (Ordinary) in Computer and Electronic Systems
- Bachelor of Engineering (Honours) in Industrial Engineering
- Bachelor of Engineering (Honours) in Mechanical Engineering
- Bachelor of Engineering (Honours) in Civil Engineering
- Bachelor of Science (Honours) in Construction Management
- Bachelor of Engineering (Honours) in Computer and Electronic Engineering
- Bachelor of Science (Honours) in Property Studies
- Higher Certificate in Engineering in Mechanical Engineering
- Higher Certificate in Engineering in Civil Engineering
- Bachelor of Science (Ordinary) in Furniture Design and Manufacture
- Bachelor of Science (Ordinary) in Furniture and Wood Technology
- Bachelor of Science (Ordinary) in Furniture Conservation and Restoration
- Bachelor of Science (Honours) in Furniture Design and Manufacture
- Bachelor of Science (Honours) in Furniture and Wood Technology
- Bachelor of Science (Honours) in Design and Technology Education
- Higher Diploma in Arts in Education (Technology)

- Higher Certificate in Science in Furniture Design and Manufacture
- Bachelor of Business (Ordinary)
- Bachelor of Business (Ordinary) in Administration and Information Systems
- Baitsiléir Ealaíon (Gnáthchéim) í nGnó agus Cumarsáid
- Bachelor of Business (Ordinary) in Rural Enterprise and Agri-Business
- Bachelor of Arts (Ordinary) in Personnel Management
- Bachelor of Business (Honours)
- Bachelor of Arts (Honours) in Information Systems Management
- Baitsiléir Ealaíon (Onóracha) í nGnó agus Cumarsáid
- Bachelor of Business (Honours) in Accounting
- Higher Certificate in Business in Enterprise Development
- Bachelor of Business (Ordinary) in Hotel and Catering Management
- Bachelor of Business (Ordinary) in Hotel and Catering Management (Block Release)
- Bachelor of Business (Ordinary) in Culinary Arts
- Bachelor of Business (Ordinary) in Bar Management
- Bachelor of Business (Ordinary) in Retail and Customer Service Management
- Bachelor of Business (Ordinary) in Tourism Management
- Bachelor of Business (Ordinary) in Event Management with Public Relations
- Bachelor of Arts (Honours) in Hotel and Catering Management

Approval of New/ Additional Programmes

- Bachelor of Science (Honours) in Forensic Science & Analysis
- Bachelor of Science (Honours) in Rural Enterprise & Environment Management
- Higher Certificate in Science in Agriculture and Environment Management
- Higher Certificate in Science in Applied Freshwater and Marine Biology
- Higher Certificate in Science in Applied Biology and Biopharmaceutical Science
- Higher Certificate in Science in Chemical and Pharmaceutical Science
- Higher Certificate in Science in Physics and Instrumentation
- Higher Certificate in Science in Business Computing and Digital Media
- Higher Certificate in Science in Computing Software Development
- Higher Certificate in Science
- Bachelor of Science (Ordinary) in Science

- Higher Certificate in Engineering in Engineering with Management
- Higher Certificate in Science in Architectural Technology
- Higher Certificate in Science in Construction Economics & Quantity Surveying
- Higher Certificate in Science in Construction Management
- Higher Certificate in Engineering in Computer & Electronic Engineering
- Higher Certificate in Science in Computer & Energy Systems
- Higher Certificate in Science in Computer and Electronic Systems
- Higher Certificate in Science in Furniture and Wood Technology
- Higher Certificate in Business
- Higher Certificate in Business in Rural Enterprise and Agri-Business
- Higher Certificate in Business in Administration and Information Systems
- Bachelor of Arts (Honours) in Culinary Arts Management
- Higher Certificate in Business in Hotel and Catering Management
- Higher Certificate in Business in Hotel and Catering Management (Block Release)
- Higher Certificate in Business in Culinary Arts Management
- Higher Certificate in Business in Retail and Customer Services Management
- Higher Certificate in Business in Bar Management
- Higher Certificate in Business in Event Management with Public Relations
- Higher Certificate in Business in Tourism Management

8.4 **New Programmes for Approval**

8.4.1 Hibernia College

The Committee NOTED the documentation circulated as ACC/A13/8.4.1 and APPROVED validation of the following programme as specified in the documentation:-

- Higher Diploma in Arts in Education (Level 8)

8.4.2 ICD Business School/BPP Professional Education

The Committee NOTED the documentation circulated as ACC/A13/8.4.2 and APPROVED validation of the following programme as specified in the documentation:-

- Master of Arts in Accounting and Finance (Level 9)

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

8.5.1 Carlow College

The Committee NOTED the documentation circulated as ACC/A13/8.5.1 and APPROVED the award title amendments as follows:-

Current Programme Title	Proposed New Programme Title
Bachelor of Arts in Philosophy, Theology and Arts	Bachelor of Arts in Humanities
Bachelor of Arts (Honours) in Philosophy, Theology and Arts	Bachelor of Arts (Honours) in Humanities

8.6 **Programmatic Reviews for Approval**

No business

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

No business

8.8 **Validation of Research Degree Programmes**

No business

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

No business

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

No business

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

No business

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, 29 March 2010 at 11.00 am.

THE BUSINESS OF THE MEETING CONCLUDED AT 13.00.

Signed: _____

Chairperson

Date: _____