

Committee of Council

Minutes of the second meeting of the Committee of Council which took place on Monday, 17 July 2006 in the Boardroom, HETAC Offices, 26/27 Denzille Lane, Dublin 2 at 2:30 p.m.

PRESENT: Chairperson/Chief Executive: Séamus Puirscéil
Secretary: Tadhg Ó hÉalaithe
Dr. Diarmuid O'Callaghan

IN ATTENDANCE: Mr. Des Carolan
Ms. Caitríona Lawless

1. Minutes of Meeting of 12 June 2006

The Minutes of the Meeting of 12 June 2006 were CONFIRMED and SIGNED.

2. Matters Arising from Minutes

None.

3. Correspondence

- 3.1.** The Committee NOTED the contents of the letter of 5 July 2006 from the Chief Executive of the NQAI regarding the Report of the Review Panel on its Review of HETAC circulated as Item 3.1.
- 3.2.** The Committee NOTED the contents of the letter of 5 July 2006 from the Chief Executive of the NQAI regarding the extension of delegated authority to include Minor, Special Purpose and Supplemental Awards circulated as Item 3.2. and REQUESTED the Chief Executive to engage with the Council of Registrars of Institutes of Technology to discuss the practical implementation of this delegation of authority.
- 3.3.** The Committee NOTED the contents of the letter of 5 July 2006 from the Chief Executive of the NQAI regarding Policy and Criteria for the Inclusion in or Alignment with, the National Framework of Qualifications of the Awards of Certain Awarding Bodies.
- 3.4.** The Committee NOTED the contents of the letter of 11 July 2006 from Mr Stephen McManus, Registrar, Dundalk Institute of Technology regarding changes in the Membership of the Institute's Validation Panels. The Committee REQUESTED that the Quality Assurance Procedures agreed with the Institute be examined by the Executive as it appeared that the change in the membership of the Institute's Validation Panel to include an internal Chairperson rather than an independent external Chairperson amounts to a significant amendment to the Quality Assurance Procedures of the Institute which is not in conformity with HETAC's procedures for its own validation panels.

4. Newly Validated Programmes under Delegation of Authority.

Mr. Des Carolan was in attendance for the discussion on this item.

4.1. Dundalk Institute of Technology

The Committee NOTED the Explanatory Memorandum circulated as Item 4.1. and DEFERRED consideration until receipt of clarification on this matter (see Item 3.4. above). The Committee EXPRESSED its disappointment that such a change had been made by the Institute's Academic Council without communication with HETAC and SUGGESTED that the Executive should raise the matter with the Institute as soon as possible.

4.2. Galway-Mayo Institute of Technology

The Committee NOTED the Explanatory Memorandum circulated as Item 4.2. and ORDERED that authority be delegated to the above Institute for the programme specified in the document circulated.

4.3. Institute of Technology, Carlow

The Committee NOTED the Explanatory Memorandums circulated as Item 4.3. and ORDERED that authority be delegated to the above Institute for the programmes specified in the documents circulated.

The Committee FURTHER NOTED the start date of September 2007 for the Bachelor of Science (Honours) in Biotechnology with Bioforensics and Bachelor of Science (Honours) in Biotechnology with Biopharmaceuticals approved.

4.4. Institute of Technology, Sligo

Dr. Diarmuid O'Callaghan withdrew from the discussion on the submitted Bachelor of Business (Honours) in Business Administration.

The Committee NOTED the Explanatory Memorandum and attached correspondence circulated as Item 4.4. and ORDERED that authority be delegated to the above Institute for the programmes specified in the documents circulated. The Committee, following consideration, AGREED to the revalidation of the Higher Certificate in Science in Good Manufacturing Practice as outlined in the correspondence submitted by Institute of Technology, Sligo on 27 and 30 June 2006.

4.5. Letterkenny Institute of Technology

The Committee NOTED the Explanatory Memorandum circulated as Item 4.5. and ORDERED that authority be delegated to the above Institute for the programme specified in the document circulated.

5. Programme Approval

- 5.1. Provider: Institute of Business and Technology, Swords**
Programme: Higher Certificate in Business

The Committee NOTED documentation circulated as Item 5.1. and FURTHER NOTED that the Provider's Quality Assurance Procedures had been agreed. The Committee AGREED to the approval of the specified programme.

6. Joint Award Agreement between CIT and UCC and UCC and HETAC

The Committee NOTED the note, circulated as Item 6, on the proposed Joint Award Agreement between CIT and UCC and UCC and HETAC.

7. Institute of Business and Technology, Swords

The Committee NOTED the documentation circulated as Item 7 and FURTHER NOTED the content of email correspondence between the Executive and a Senior Officer in the Department of Education and Science of 13 and 14 July 2006 concerning the name of the Provider. The Committee NOTED that the matter had been brought to the attention of the Department and that the issue relating to the name of the Provider was a matter outside of HETAC's remit.

8. Cork Institute of Technology – Higher Certificate in Business in Front Office Management

The Committee NOTED the documentation circulated as Item 8 and AGREED with the request from Cork Institute of Technology for validation of a programme of study leading to the award of Higher Certificate in Business in Front Office Management provided in conjunction with Fáilte Ireland.

9. Workshops for New Providers

The Committee NOTED the views expressed in the documentation circulated as Item 9.

10. Any Other Business

The Committee AGREED to consider an update of the Research Degree Programme Panel Review findings at the next meeting of the Committee.

The Committee NOTED that the Institute of Technology Bill 2006 had been passed and was signed into law in recent days.

THIS CONCLUDED THE BUSINESS OF THE MEETING.

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