

Committee of Council

Minutes of the third meeting of the Committee of Council which took place on Wednesday, 27 September 2006 in the Boardroom, HETAC Offices, 26/27 Denzille Lane, Dublin 2 at 11:00 a.m.

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

IN ATTENDANCE: Dr. Bryan Maguire
Mr. Des Carolan
Ms. Caitriona Lawless

1. Minutes of Meeting of 17 July 2006

The Minutes of the Meeting of 17 July 2006 were CONFIRMED and SIGNED.

2. Matters Arising from Minutes

Matters arising from the Minutes of the Meeting of 17 July 2006 are dealt with under Items 6 and 12.

3. Correspondence

- 3.1. The Committee NOTED the contents of the letter of 20 June 2006 (circulated as Item 3.1.) from Seán Ó Foghlú, Chief Executive, NQAI, regarding the application of Athlone Institute of Technology for extension of delegation of Authority to make awards (Level 9 Research Awards). The Committee DECIDED that while approval had been received from the Authority to advance the application process, a site visit would not take place until the new HETAC Council had been appointed and had considered the matter.
- 3.2. The Committee NOTED the contents of the letter of 13 June 2006 (circulated as Item 3.2.) from Séamus Puirseil to Seán Ó Foghlú regarding the extension of delegated authority to make awards – Athlone Institute of Technology (Level 9 Research Awards).
- 3.3. The Committee NOTED the contents of the letter of 6 June 2006 (circulated as Item 3.3.) from Professor Ciarán Ó Catháin, Director, Athlone Institute of Technology to Bryan Maguire, Director of Academic Affairs, HETAC regarding formal application for extension of delegated authority.
- 3.4. The Committee NOTED the contents of the letter of 13 September 2006 (circulated as Item 3.4.) from Seán Ó Foghlú, Chief Executive, NQAI regarding the application of Letterkenny Institute of Technology for extension of delegation of authority to make awards for taught programmes at Level 9. The Committee DECIDED that while approval had been received from the Authority to advance the application process, a site visit would not take place until the new HETAC Council had been appointed and had considered the matter.

4. Newly Validated Programmes under Delegation of Authority.

4.1. Institute of Technology, Carlow

The Committee NOTED the content of the Explanatory Memorandum circulated as Item 4.1.

4.2. Institute of Technology, Tralee

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

4.3. Waterford Institute of Technology

The Committee REQUESTED that clarification be sought from the Institute regarding the role of the Institute's Registrar relating to the Panel of Assessors listed in the Assessors' Report to Waterford Institute of Technology's Academic Council.

The Committee NOTED the Explanatory Memorandum and documentation circulated as Item 4.3. and ORDERED that authority be delegated to the above Institute for the programmes specified in the document circulated with the exception of the Bachelor of Science (Honours) in Architecture. The Committee REQUESTED that the Executive meet with the Institute to discuss the matter of this programme and AGREED to defer this programme to the new HETAC Council, upon its appointment, for decision.

4.4. Dundalk Institute of Technology

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 programme specified (Higher Diploma in Science in Midwifery) in the documents circulated.

5. Programme Approval

5.1. Provider: Dundalk Institute of Technology

Recommendation: Change of Programme Title

The Committee NOTED documentation circulated as Item 5.1. and AGREED that the programme title for Bachelor of Science (Honours) in Health Promotion and Physical Activity be changed to Bachelor of Science (Honours) in Health Awareness and Physical Activity.

5.2. Provider: Academy of Medical Laboratory Science

Programme: Master of Business Administration in Health Care Management

The Committee NOTED documentation circulated as Item 5.2. The Committee AGREED to the approval of the specified programme on condition that the entry requirements for this programme are set at Level 8 or equivalent.

5.3. Provider: Griffith College, Dublin

Recommendation: Conversion of 3+1 Ordinary and "top up" Degree model to an *ab initio* 4 year and a related *ab initio* 3 year model in Design/Interior Architecture.

The Committee NOTED documentation circulated as Item 5.3. The Committee AGREED to the conversion of the programme as specified.

5.4. Provider: Various

Recommendation: Change of specified programme titles relating to former “One Year Certificate” programmes on the HETAC Database

The Committee NOTED documentation circulated as Item 5.4. and APPROVED the changes to the specified programme titles.

6. Dundalk Institute of Technology – Validation Process for new Programmes

The Committee NOTED the documentation circulated as Item 6 resulting from the Executive’s communications with Dundalk Institute of Technology regarding changes to the Institute’s validation process for new programmes and FURTHER NOTED the positive recommendation of the Report from three independent Registrars of Institutes of Technology on the process employed for programme validation for certain undergraduate and postgraduate programmes in Dundalk Institute of Technology.

The Committee, accordingly, DELEGATED authority to the Institute for the following programmes:

- Master of Science in Renewable Energy Systems
- Master of Arts in Cultural Innovation for the Arts
- Bachelor of Science (Honours) in Midwifery
- Higher Diploma in Science in Neonatal Nursing
- Bachelor of Arts (Honours) in Social Care
- Bachelor of Science in Agriculture
- Bachelor of Science (Honours) in Food Innovation
- Bachelor of Engineering in Mechanical Engineering
- Bachelor of Business (Honours) in International Management
- Bachelor of Science in Building
- Bachelor of Engineering in Civil Engineering
- Bachelor of Science in Food Science and Health

The Committee DISCUSSED the Report’s recommendation suggesting that HETAC might consider seeking details on current programme validation procedures from Institutes of Technology with delegated authority and DECIDED to seek that information.

7. Institute of Technology, Tralee – Franchise Proposal

The Committee NOTED the documentation circulated as Item 7 and FURTHER NOTED that the Institute had contacted the Executive prior to this meeting seeking advice on another option for implementing the proposed franchise. The Committee AGREED that the more recent option (whereby Institute of Technology, Tralee would franchise the programme to the other provider who would then seek accreditation from HETAC) appeared to be a more suitable method for the parties involved and REQUESTED the Executive to proceed on this basis in its discussions with the Institute.

8. Carlow College – Programmatic Review

The Committee NOTED the documentation circulated as Item 8 and AGREED to the accreditation of the specified programmes.

9. Institute of Technology, Carlow

9.1. Programmatic Review

The Committee NOTED the documentation circulated as Item 9.1.

9.2. Bachelor of Arts in Community Development and Leadership

The Committee NOTED the Explanatory Memorandum and documentation circulated as Item 9.2. and DECIDED to defer decision on this matter until the Executive had met with and received further clarification from the parties involved.

10. Waterford Institute of Technology

The Committee NOTED the Explanatory Memorandum and documentation circulated as Item 10.

The Committee REQUESTED that further clarification be sought from the Institute regarding a query raised in the documentation relating to a change of programme title for the Bachelor of Arts (Ordinary) in Recreation and Leisure.

The Committee also REQUESTED that HETAC host a workshop, on the organisation and operation of Programmatic Reviews and other related matters, for Providers in the New Year.

11. Limerick Institute of Technology – Accreditation to hold a Postgraduate Register at Masters Level.

The Committee NOTED the Explanatory Memorandum circulated as Item 11. The Committee ORDERED that accreditation to hold a postgraduate Register at Level 9 be granted to the above Institute for the area specified in the document circulated. The Committee also REQUESTED the Executive to examine the scope of the area of specialisation.

12. Research Degree Programme Applications (RDPA) – Follow-up Meeting, 13 July 2006.

The Committee NOTED the Recommendations contained in the documentation (circulated as Item 12) from the RDPA Meeting on 13 July 2006 including 2 additional applications. The Committee ADOPTED the group's Recommendations on this matter.

13. Any Other Business.

National College of Ireland

The Committee NOTED that on foot of a series of meetings and correspondence with the National College of Ireland regarding programme accreditation and delivery, the

College had requested HETAC to carry out a review of its systems. The Committee FURTHER NOTED that Terms of Reference for the ad hoc review were being prepared and the expected date of completion of the Review is 1 November 2006.

Institute of Technology, Tallaght – Bachelor of Engineering (Honours) Mechanical Engineering (Level 8)

The Committee NOTED the receipt of documentation on the morning of this meeting (27 September 2006) relating to the above programme for consideration under Item 4. – Newly Validated Programmes under Delegation of Authority. The Committee DECIDED that decision on this item should be deferred until the next Committee Meeting.

Advertising Standards Authority for Ireland

The Committee NOTED that correspondence had been received from the Advertising Standards Authority for Ireland regarding complaints received by it relating to HETAC's recent advertising campaign. The Committee was informed that the Chief Executive had responded to that correspondence on 18 September 2006.

THIS CONCLUDED THE BUSINESS OF THE MEETING.

Signed: _____
Chairperson

Date: _____