

Programmes and Awards Oversight Committee (PAOC)

Note of meeting of 17 December 2021

via

Microsoft Teams

Present: Barbara Brittingham (Chair); Brendan O’Dea; Seán Rowland; Mary Meaney; Mark Kane; Alex Keys (Key Executive)

Apologies: Mary Danagher, Gerard Morgan

In attendance: Michelle Gallagher (QQI), Laura McNamee (QQI – Observer)

1. Minutes of meeting of 07 October 2021

The minutes of the PAOC meeting on the 07 October 2021 were AGREED.

2. New Member

Alex Keys, Key Executive, was welcomed to the Committee.

3. Conflict of Interest

No conflict of interest were noted.

4. Negative Decisions taken by the PAEC on Programme Validation for confirmation or referral back to the PAEC

4.1 Validation Refusals

No business

5. Oral Report of PAOC representations at PAEC meetings

No business

6. Statistical Overview of Validation Process in 2020

The Key Executive introduced the item and gave a brief overview of the paper. The paper was briefly discussed. PAOC members queried why this item was from 2020, it was clarified that the annual statistical overview is always from the previous year as the data set from the current year is not complete at the time of drafting, i.e. the last PAEC meeting of 2021 must be completed before the statistical overview for 2021 can be drafted.

The Committee requested that the Statistical Overview of Validation Processes for 2021 be provided by the executive at the next PAOC meeting.

7. Draft PAOC Annual Report to Board 2020

The Key Executive introduced the item and gave a brief overview of the paper. It was agreed that this paper will be presented to the QQI Board at its next scheduled meeting.

8. Matters Arising from the Minutes –

8.1 Revised Executive Summary Template document

This item was for noting. The Key Executive introduced the item and gave a brief overview of the revisions to the document and the validation process. The Committee found the revisions helpful for clarifying how the PAEC come to its decisions.

9. Any Other Business

9.1 Example of a positive IER: City of Dublin ETB's Advanced Certificate in Auctioneering and Property Services programme

This item was for noting. The Chair introduced the item and gave a brief overview of the paper.

9.2 QQI Statement of Strategy 2022-24

This item was for noting. The Chair introduced the item and gave a brief overview of the paper. QQI's upcoming 10-year anniversary conference was discussed. The committee commended QQI on its level of sector engagement and the standard of quality assurance developed by its work over the past 10 years.

The Committee requested that an update on the plans for the QQI Anniversary Conference be provided by the executive at the next PAOC meeting.

9.3 SharePoint Library/Archive of PAOC documents

This item was for noting. The Chair introduced the item and gave a brief overview of the paper.

9.4 PAEC dates

It was noted that the executive would be in touch to arrange the PAOC observers at the 2022 PAEC meeting.

As there was no other business, the meeting ended.