



Meeting - Agenda
Clár Chruinnithe

Meeting Title	Further Education and Training Quality Council		
Date	Wednesday 2 nd March 2022	Time	15:00 – 16:30
Venue	Teams Meeting		
Invited	Paul Patton, Alan Hogan, Hanorah Lyons, Triona Lynch, Pat Maunsell, Arlene Douglas, James Maher, Brendan Ryan, Bernadette Enright, James Power, Martin Cournane, Joe Leddin (MWRSF), Geraldine Brosnan (MIC).		

No.	Item
1.	Welcome.
2.	Previous minutes and matters arising.
3.	Quality Council and subgroup membership . Governance calendar for 2022.
4.	<p>Quality Assurance Policies and Procedures; Link to Quality Council subgroup (Quality Assurance) February 2022 Meeting Folder</p> <ul style="list-style-type: none"> • Policy and Procedures in Development <ul style="list-style-type: none"> ○ <i>Access, Transfer and Progression Policy / Blended Learning Policy / ESOL and Migrant Learners Framework</i> • Policy and Procedures in Review <ul style="list-style-type: none"> ○ <i>Programme Delivery, Development and Validation Policy / Recognition of Prior Learning (RPL) Procedure / Results Approval Panel (RAP) Procedure / External Authentication (EA) Procedure – Covid Contingency / National Hairdressing Apprenticeship Quality Assurance Procedures.</i> • Newly developed/revised Policy and Procedures recommended for Quality Council approval. <ul style="list-style-type: none"> ○ <i>Critical Incident Management Protocol / Learner Mental Health and Wellbeing Framework / Internal Verification (IV) Procedure – Covid Contingency.</i> • Proposal for aligning VCCS schools under Limerick and Clare ETB Governance of Quality Assurance
5.	<p>Programme responsibilities. Link to Quality Council subgroup (Programme Governance) February 2022 Meeting Folder</p> <ul style="list-style-type: none"> • Programmes in Development, <ul style="list-style-type: none"> ○ <i>Level 3 History Module / L6 Organic Seed Production Module / Airtightness/Ventilation NZEB Modules / Lean for Green: Lean Skills for Sustainable Business, 10 Credit L5 SPA Micro-qualification</i> • Programmes in Review <ul style="list-style-type: none"> ○ <i>National Hairdressing Apprenticeship programme revalidation / Level 3 Family Learning Modules (Learning Skills and Home Study Skills) / Printed Textiles 5N3846 module / Thermal Insulation 5N4976</i> • Programmes requiring awarding body / Provider approval <ul style="list-style-type: none"> ○ <i>C&G Level 3 Construction / C&G Instrumentation / EAL Level 3 Robotics and Automation / KCETB OETC modules / KWETB Industrial Pneumatics / Solar Voltaic Systems</i> • Newly developed/revised programmes recommended for Quality Council approval. <ul style="list-style-type: none"> ○ <i>CX Customer Experience Level 6 Special Purpose Award</i> ○ <i>L1 & L2 single Limerick and Clare ETB programmes, following review and alignment of legacy versions</i> ○ <i>SOLAS Skills to Advance – Micro-Qualifications Initiative</i> <ul style="list-style-type: none"> ▪ <i>Environmental Sustainability in the Workplace – Level 5</i> ▪ <i>Environmental Sustainability Awareness – Level 4</i> • Supports for new or existing programmes <ul style="list-style-type: none"> ○ <i>Early Learning and Care (ELC) / ‘QA Approval’ step in PLSS National Course Calendar / Amalgamation of Centres – Kilmallock Town Campus 38999A and Ennis Campus 39001F</i>

6.	<p>Monitoring and Review Responsibilities;</p> <ul style="list-style-type: none"> • Progress Update – Monitoring and Evaluation Processes <ul style="list-style-type: none"> ○ <i>Monitoring and Evaluation Framework / Learner Feedback System Development / Campus Quality Improvement Plans / Youthreach Centre Evaluation Improvement Plan (CEIP) Reports</i> • Inaugural Review of Quality Assurance <ul style="list-style-type: none"> ○ <i>QAR implementation Team review draft Action Plan for proposal to Quality Council for approval.</i> • Publication of Limerick and Clare ETB FET Division Strategic Framework 2022 - 2025
7.	<p>Assessment Responsibilities;</p> <ul style="list-style-type: none"> • Noting assessment reports and results – <ul style="list-style-type: none"> ○ <i>Assessment and Certification Review / Results Approval Panel (RAP) Reports</i>
8.	<p>Apprenticeship Responsibilities;</p> <ul style="list-style-type: none"> • National Hairdressing Apprenticeship Programme Update <ul style="list-style-type: none"> ▪ <i>Approval of Collaborating Providers / Programme Board & Consortium Steering Group Reports / Full Award RPL pilot process update / Programme Review and Planning.</i>
9.	<p>AOB</p>

Signed



Date 21st Feb 2022