Meeting - Agenda
Clár Chruinnithe

Meeting Title	Further Education and Training Quality Council		
Date	Tuesday 21st June 2022	Time	09:00 – 11.00
Venue	Teams Meeting		
Invited	Paul Patton, Alan Hogan, Hanorah Lyons, Triona Lynch, Shane Cullinane, Arlene Douglas, James Maher, Brendan Ryan, Bernadette Enright, James Power, Martin Cournane, Joe Leddin, Geraldine Brosnan, Bonnie Boyle, Catherine O'Sullivan.		

No.	Item
1.	Welcome.
2.	Previous minutes and matters arising.
3.	Membership, Structure and Schedule • *Quality Council and subgroup membership.* • *Proposal to restructure and consolidate Quality Council subgroups.*
4.	Links to Quality Council Subgroup folders. **Quality Council subgroup (Programme Governance)** • *May 2022 Meeting Folder* • *June 2022 Meeting Folder* **Quality Council subgroup (Quality Assurance)** • *June 2022 Meeting Folder*

5.	**Quality Assurance Policies and Procedures;**
	 • Policy and Procedures in Development
	     o *Access, Transfer and Progression Policy / Blended Learning Policy and Development roadmap / Pilot Quality Assurance approval process - PLSS / ELC programme procedure - Repeat Assessment Policy / Digital Assessment Roadmap.*
	 • Policy and Procedures in Review
	     o *Programme Delivery, Development and Validation Policy / Results Approval Panel (RAP) Procedure / Review of Covid contingency documentation / Review of assessment templates in context of digital assessment / Review of quality assured assessment processes (IV/EA)*
	 • Newly developed/revised Policy and Procedures recommended for Quality Council approval.
	     o *Recognition of Prior Learning (RPL) Procedure / Memorandums of Understanding between Limerick and Clare ETB and VSCCS Schools / ELC programme procedures – ATP and RPL Toolkit, PPP Policy & PPP Handbooks, Assessment Policy / QA Governance of remote and mixed-mode learning / Specific Instructions for Admin., Storage and Retrieval / Learner Support Framework*

6.	**Programme responsibilities.**
	 • Programmes in Development,
	     o *L3 History / L6 Organic Seed Production / L1 Construction / L6 Maintenance Skills Technology Course / L3 Family Learning Special Purpose Award / Fgas Category 2 / Differential validation application - Digital Assisted Eco Driving (HGV) SPA*
	 • Programmes in Review
	     o *Pasture Management 6N3483 / Revision of IT modules at Level 3 / Revalidation of National Hairdressing Apprenticeship*
	 • Programmes recommended for Quality Council approval
	     o *Printed Textiles 5N3846 module reviewed / Digital Media Production 6M20496 revalidation / Screened remote and mixed-mode learning applications for approval*

	• Modules/Programmes pending QQI Validation approval 　　○ *Micro qualification - Lean Skills for Sustainable Business L5 / CX Customer Experience* • Supports for new or existing programmes 　　○ *L5 Environmental Sustainability in the Workplace, L4 Sustainability Awareness / Early Learning and Care Stage 1 (ELC) Programme roll out in Sept. 2022 / City & Guilds– Cappamore Campus / Initial Assessment L5 and L6 / WP Contingency forms – governance of work placement contingencies*
7.	**Monitoring and Review Responsibilities**; • Progress Update – Monitoring and Evaluation Processes 　　○ *Monitoring and Evaluation Framework* 　　○ *Learner Feedback Survey* 　　○ *Inaugural Review of Quality Assurance*
8.	**Assessment Responsibilities;** • Noting assessment reports and results 　　○ *Assessment and Certification - June 2022 Certification Review & August 2022 Certification Planning / Certification process analysis – Collated feedback from External Authentication on assessment materials and on process / Results Approval Panel (RAP) Reports*
9.	**Apprenticeship Responsibilities;** • National Hairdressing Apprenticeship Programme Update 　　○ *National Hairdressing Apprenticeship – Revalidation consultation / Update to Terms of Reference of Consortium Steering Group / Full Award RPL process update*
10.	**AOB**

Signed _P. Padtto_   Date 17th June 2022