



## Meeting - Agenda *Clár Chruinnithe*

<b>Meeting Title</b>	<b>Further Education and Training Quality Council</b>		
<b>Date</b>	Tuesday 13 <sup>th</sup> September 2022	<b>Time</b>	09:30 – 11.00
<b>Venue</b>	Teams Meeting		
<b>Invited</b>	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 <ul style="list-style-type: none"> <li>• <i>Quality Council and subgroup <a href="#">membership</a>.</i></li> </ul>	
4.	Links to Quality Council Subgroup folders.	
	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"> Quality Council subgroup (Programme Governance) <ul style="list-style-type: none"> <li>• <a href="#">August 2022 Meeting Folder</a></li> </ul> </td> <td style="width: 50%;"> Quality Council subgroup (Quality Assurance) <ul style="list-style-type: none"> <li>• <a href="#">September 2022 Meeting Folder</a></li> </ul> </td> </tr> </table>	Quality Council subgroup (Programme Governance) <ul style="list-style-type: none"> <li>• <a href="#">August 2022 Meeting Folder</a></li> </ul>
Quality Council subgroup (Programme Governance) <ul style="list-style-type: none"> <li>• <a href="#">August 2022 Meeting Folder</a></li> </ul>	Quality Council subgroup (Quality Assurance) <ul style="list-style-type: none"> <li>• <a href="#">September 2022 Meeting Folder</a></li> </ul>	
5.	<b>Quality Assurance Policies and Procedures;</b> <ul style="list-style-type: none"> <li>• Policy and Procedures in Development <ul style="list-style-type: none"> <li>○ <i>Access, Transfer and Progression Policy / Teaching, Learning and Assessment Policy</i></li> </ul> </li> <li>• Policy and Procedures in Review <ul style="list-style-type: none"> <li>○ <i>Programme Delivery, Development and Validation Policy</i></li> </ul> </li> <li>• Newly developed/revised Policy and Procedures recommended for Quality Council approval. <ul style="list-style-type: none"> <li>○ <i>Revisions to Guidelines and Procedures for Covid-19 Contingency Planning of Assessments / Recognition of Prior Learning (RPL) Procedure / Memorandums of Understanding between Limerick and Clare ETB and HSE Disability Services, Limerick / Reviewed assessment templates in context of digital assessment / Digital Assessment for QQI Certification / Quality Assurance approval process - PLSS</i></li> </ul> </li> </ul>	
6.	<b>Programme responsibilities.</b> <ul style="list-style-type: none"> <li>• Programmes in Development, <ul style="list-style-type: none"> <li>○ <i>L3 History / L3 Family Learning Special Purpose Award / Fgas Cat. 2 / Industrial Automation / Aerial Dance</i></li> </ul> </li> <li>• Programmes in Review <ul style="list-style-type: none"> <li>○ <i>Revision of IT modules at Level 3 / Revalidation of National Hairdressing Apprenticeship</i></li> </ul> </li> <li>• Modules/Programmes pending QQI Validation approval <ul style="list-style-type: none"> <li>○ <i>Micro qualification - Lean Skills for Sustainable Business L5 / CX Customer Experience</i></li> </ul> </li> <li>• Supports for new or existing programmes <ul style="list-style-type: none"> <li>○ <i>Remote &amp; Mixed Mode Learning governance and guidance for course descriptions / CAS modification WP form governance / Early Learning and Care Stage 1 (ELC) Updated Material / City &amp; Guilds– Cappamore Campus / Annual updates to programmes and modules / QA induction of VSCCS schools and HSE Disability Services, Limerick.</i></li> </ul> </li> </ul>	
7.	<b>Monitoring and Review Responsibilities;</b> <ul style="list-style-type: none"> <li>• Progress Update – Monitoring and Evaluation Processes</li> </ul>	

	<ul style="list-style-type: none"> <li>○ <i>FET Strategic Framework 2022-2025 Launch / Monitoring and Evaluation Framework / Learner Feedback Survey / QA software pilot development / Inaugural Review of Quality Assurance, QAI Draft AQR Progress Report Template</i></li> </ul>
8.	<p><b>Assessment Responsibilities;</b></p> <ul style="list-style-type: none"> <li>● Noting assessment reports and results <ul style="list-style-type: none"> <li>○ <i>Assessment and Certification - August 2022 Certification Review &amp; 2022/2023 Certification Planning / Certification process analysis – Collated feedback from External Authentication and Results Approval Panel (RAP) Reports</i></li> </ul> </li> </ul>
9.	<p><b>Apprenticeship Responsibilities;</b></p> <ul style="list-style-type: none"> <li>● National Hairdressing Apprenticeship Programme Update <ul style="list-style-type: none"> <li>○ <i>Programme and Enrolment Update / Programme Revalidation / RPL process update</i></li> </ul> </li> <li>● Applications to develop new Consortium-Led Apprenticeships <ul style="list-style-type: none"> <li>○ <i>Beauty Therapy / Barbering</i></li> </ul> </li> </ul>
10.	<b>AOB</b>

Signed 

Date 12<sup>th</sup> Sept 2022