

Meeting - Agenda

Clár Chruinnithe

Meeting Title	Further Education and Training Quality Council		
Date	Wednesday 14 th December 2022	Time	15:30 – 17:00
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 <ul style="list-style-type: none"> • Quality Council and subgroup membership. 	
4.	Links to Quality Council Subgroup folders.	
	Quality Council subgroup (Programme Governance) <ul style="list-style-type: none"> • November 2022 Meeting Folder 	Quality Council subgroup (Quality Assurance) <ul style="list-style-type: none"> • December 2022 Meeting Folder
5.	Quality Assurance Policies and Procedures; <ul style="list-style-type: none"> • Policy and Procedures in Development <ul style="list-style-type: none"> ○ <i>Online and Blended Learning Strategy and Policy / Teaching, Learning and Assessment Policy</i> • Policy and Procedures in Review <ul style="list-style-type: none"> ○ <i>Programme Delivery, Development and Validation Policy / Results Approval Panel Procedure</i> • Newly developed/revised Policy and Procedures recommended for Quality Council approval. <ul style="list-style-type: none"> ○ <i>Access, Transfer and Progression Policy</i> 	
6.	Programme responsibilities. <ul style="list-style-type: none"> • Programmes in Development <ul style="list-style-type: none"> ○ <i>L3 Family Learning Special Purpose Award / Special Purpose Award Level 5 Industrial Instrumentation</i> ○ <i>Consultation on new Awards Standards at NFQ Levels 1-4 - Consultation on new Awards Standards at NFQ Levels 1-4 Quality and Qualifications Ireland (qqi.ie)</i> • Programmes in Review <ul style="list-style-type: none"> ○ <i>Revision of IT modules at Level 3 / Revalidation of National Hairdressing Apprenticeship</i> • Modules/Programmes approved by QQI <ul style="list-style-type: none"> ○ <i>QQI December PAEC Approved - Level 6 Specific Purpose Certificate in Customer Experience (Cx)/ Special Purpose Award Level 5 F-gas Handling in Small RACHPT&T Category 2 / Advanced Certificate in Music 6M20602 (Differential Validation) / Special Purpose Award Level 5 Building Digital Business Skills (Differential Validation) / Advanced Certificate in Digital Media Production 6M20496 (Revalidation)</i> • Modules/Programmes pending QQI Validation approval <ul style="list-style-type: none"> ○ <i>Micro qualifications – Level 5 Lean Skills for Sustainable Business / Level 5 Resource Efficiency for a Sustainable Workplace</i> ○ <i>Level 3 Exploring our Past</i> • Supports for new or existing programmes <ul style="list-style-type: none"> ○ <i>NCC QA Approvals Process and Client App / Mulgrave Street Campus - one centre number actioned with QQI / Quality Assurance Newsletter October 2022 / ETBI Learner’s Guide to Academic integrity (LINK)</i> 	

7.	Monitoring and Review Responsibilities; <ul style="list-style-type: none"> ● Progress Update – Monitoring and Evaluation Processes <ul style="list-style-type: none"> ○ <i>Monitoring and Evaluation Framework / Learner Voice - Learner Feedback Survey, AONTAS learner forum / Update on development of QA software pilot with MESMA / Inaugural Review of Quality Assurance, QQI Draft AQR Progress Report Template</i>
8.	Assessment Responsibilities; <ul style="list-style-type: none"> ● Noting assessment reports and results <ul style="list-style-type: none"> ○ <i>December 2022 Certification Review & 2022/2023 Certification Planning</i> ○ <i>Certification Process Analysis – Collated feedback from External Authentication and Results Approval Panel (RAP) Reports</i> ○ <i>Certification Process Updates - Revised estimates sheet / Estimate submission process / Single certification calendar / Movement of Portfolios across Campuses / Effective Certification planning</i>
9.	Apprenticeship Responsibilities; <ul style="list-style-type: none"> ● National Hairdressing Apprenticeship Programme Update <ul style="list-style-type: none"> ○ <i>Award presentation of first Advanced Certificates in Hairdressing, solely achieved via Recognition of Prior Experiential Learning</i> ○ <i>Programme and Enrolment Update / Programme Revalidation / RPL process update</i> ● Development of new Consortium-Led Apprenticeships <ul style="list-style-type: none"> ○ <i>Beauty Therapy / Barbering</i> ○ <i>Review of Consortia-Led Apprenticeships in Ireland - New report: Review of Consortia-Led Apprenticeships in Ireland Quality and Qualifications Ireland (qqi.ie)</i>
10.	AOB

Signed 

Date 7th Dec 2022