



## Meeting - Agenda *Clár Chruinnithe*

<b>Meeting Title</b>	<b>Further Education and Training Quality Council</b>		
<b>Date</b>	Tuesday 20 <sup>th</sup> June 2023	<b>Time</b>	10:00 – 11.30
<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.	<p><b>Quality Assurance Policies and Procedures;</b></p> <ul style="list-style-type: none"> <li>• Policy and Procedures in Development <ul style="list-style-type: none"> <li>○ <i>Online and Blended Learning Strategy and Policy – feedback on draft QQI Guidelines / Teaching, Learning and Assessment Policy.</i></li> </ul> </li> <li>• Policy and Procedures in Review <ul style="list-style-type: none"> <li>○ <i>Disciplinary Procedure / Assessment Malpractice Procedure.</i></li> </ul> </li> <li>• Newly developed/revised Policy and Procedures recommended for Quality Council approval. <ul style="list-style-type: none"> <li>○ <i>Guidance on the use of AI in Education / Anti-Bullying Policy V2.0 / Access, Transfer and Progression Policy V1.1 / Assessment Appeals Procedure V1.2. / Post-Contingency Assessment Procedures – Internal Verification and External Authentication Procedures</i></li> </ul> </li> </ul>
4.	<p><b>Programme responsibilities.</b></p> <ul style="list-style-type: none"> <li>• Programmes recently Validated. <ul style="list-style-type: none"> <li>○ <i>Level 3 Specific Purpose Certificate in Learning to Support Children in Primary School, 25 FET Credits</i></li> <li>○ <i>Level 5 Specific Purpose Certificate in Fish Farm Techniques, 15 FET Credits</i></li> <li>○ <i>Level 5 Specific Purpose Certificate in Lowland Leadership, 15 FET Credits</i></li> <li>○ <i>Level 6 Specific Purpose Certificate in The Circular Economy in the Workplace, 5 FET Credits</i></li> </ul> </li> <li>• Programmes Awaiting Submission for Validation <ul style="list-style-type: none"> <li>○ <i>L6 Maintenance Skills Technology, L6 Utilising Robotics in Advanced Manufacturing, L6 Business Innovation and Market Development, L5 Lean Practice for Sustainable Business.</i></li> </ul> </li> <li>• Programmes in Review/Development <ul style="list-style-type: none"> <li>○ <i>L5 Dementia Care and Support / L3 Modules – single version / Industrial Instrumentation / F-gas Non Intrusive Leak Detection in RACHPT&amp;T Systems Category 4</i></li> </ul> </li> <li>• Integrated Tertiary programme developments <ul style="list-style-type: none"> <li>○ <i>Tertiary Programmes (Bachelor of Business, Bachelor of Science in Mobile and Web Computing)</i></li> </ul> </li> </ul>
5.	<p><b>Monitoring and Review Responsibilities;</b></p> <ul style="list-style-type: none"> <li>• Progress Update – Monitoring and Evaluation Processes <ul style="list-style-type: none"> <li>○ <i>Learner Voice - Learner Survey Summary Report, Learner Voice Working Group update</i></li> <li>○ <i>QEIM Campus Quality Evaluation, Improvement and Monitoring Framework</i></li> <li>○ <i>QQI biennial quality dialogue meetings (QDM) in June 2023</i></li> <li>○ <i>QA software pilot with MESMA</i></li> <li>○ <i>QQI QA Review Follow-up Report</i></li> </ul> </li> </ul>



6.	<b>Assessment Responsibilities;</b> <ul style="list-style-type: none"><li>• Noting assessment reports and results<ul style="list-style-type: none"><li>○ <i>June 2023 Assessment Period</i><ul style="list-style-type: none"><li>▪ <i>Certification Data and Results Review</i></li><li>▪ <i>Thematic Review</i></li></ul></li></ul></li></ul>
7.	<b>Apprenticeship Responsibilities;</b> <ul style="list-style-type: none"><li>• Apprenticeship Integration – Briefing Document</li><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>• Development of new Consortium-Led Apprenticeships<ul style="list-style-type: none"><li>○ <i>Beauty Therapy / Barbering Apprenticeships Occupational Profile Submission</i></li><li>○ <i>Development of Bakery Apprenticeship</i></li></ul></li></ul>
8.	<b>AOB</b>

Signed

Date 14<sup>th</sup> June 2023