



## Meeting - Agenda *Clár Chruinnithe*

<b>Meeting Title</b>	<b>Further Education and Training Quality Council</b>		
<b>Date</b>	Tuesday 27 <sup>th</sup> February 2024	<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/Review <ul style="list-style-type: none"> <li>○ <i>Record of Review of QA Procedures/Policies – Feb 2024</i></li> <li>○ <i>Online and Blended Learning 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>Learner Voice Policy / Disciplinary Policy V1.2 / EA Guidelines V1.3</i></li> <li>○ <i>Terms of Reference and membership for Quality Council and subgroups</i></li> <li>○ <i>Child Safeguarding Mandatory Template 3: DOF notification of review of the Child Safeguarding Statement</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>L4 Security Awards, CAS Awards, Special Purpose Awards - Door Security Skills (10 credits), Security Guarding Skills (10 credits) / L5 SPA Construction Skills for Energy Conservation (30 credits) / L5 SPA Sustainable Supply Chain Procurement (5 credits) / L5 SPA Digital Assisted Eco Driving (10 credits) / Revalidation of the Advanced Certificate in Hairdressing (NHA) – approved by Panel / L1 and L2 ESOL Special Purpose Awards – approved by Panel for CMETB</i></li> </ul> </li> <li>• Programmes in Review/Development. <ul style="list-style-type: none"> <li>○ <i>CAS Programmes (inhouse) - L3 Modules – single versions / L4 Languages</i></li> <li>○ <i>Non-CAS Programmes - L5 Roof Insulation (formerly Attic Insulation) / L5 Dementia Care and Support</i></li> </ul> </li> <li>• Supports for new or existing programmes. <ul style="list-style-type: none"> <li>○ <i>QQI Action Plan for Review and Renewal of CAS awards / QQI Webinars – Healthcare Awards, SNA Awards</i></li> </ul> </li> <li>• Modifications and additions to programmes. <ul style="list-style-type: none"> <li>○ <i>Alternative Assessment / Remote and Mixed Mode</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>Quality Review Framework / Learner Voice survey 2024 / Child and Adult Safeguarding</i></li> </ul> </li> </ul>
6.	<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>Analysis of December/February Certification Data / Feedback from recent Results Approval Panels</i></li> </ul> </li> </ul>



7.	<b>Apprenticeship Responsibilities;</b> <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</i></li></ul></li><li>• Development of new Consortium-Led Apprenticeships<ul style="list-style-type: none"><li>◦ <i>L6 Apprenticeships – Beauty Therapy, Barbering, Bakery</i></li></ul></li></ul>
8.	<b>AOB</b>

Signed

Date 26<sup>th</sup> February 2024