

MINUTES

Meeting Title: Quality Assurance Committee

Meeting Date: Thursday 14 May 2020

Protective marking: Official

Attendance:

Members

Paul Cadman (Chair), Jessica Leigh Jones,

Independent Members

Professor Jim Iley, Isabel Sutcliffe, Ben Blackledge

Institute Officials

Nikki Christie, Diana Parsons, Mohammed Ali (Secretariat), Jennifer Coupland,
Tanya Lawes, Jerome Branch

Apologies:

Alex Morris,

1. Welcome, introductions and declarations of interest

1.1 The Chair welcomed members and officials to the Quality Assurance Committee meeting.

1.2 The Chair asked members of the Committee whether they had any new conflicts of interest to declare. No declarations were made.

2. Minutes and Matters Arising

2.1 The Committee considered the minutes from the previous meeting and agreed that they represented an accurate reflection of the discussion.

2.2 It was confirmed that the Committee will receive a further update on QAA's EQA provision at the next Committee meeting in July 2020.

3. Jennifer Coupland – Update

3.1 The Institute CEO provided an update to the Committee in relation to work areas likely to impact the Quality Assurance Committee.

4. EQA Consultation

4.1 Nikki Christie provided an update to the Committee in relation to the External Quality Assurance (EQA) consultation. The consultation opened on 27 February 2020 and ends on 21 May 2020.

5. Covid-19 Impact

5.1 The Committee received a presentation from the Institute, in relation to measures the Institute is taking in response to Covid-19 to support continued end point assessment through making the delivery more flexible whilst maintaining its integrity and quality.

5.2 The Committee confirmed that it was content with the measures being taken by the Institute to allow flexibilities within EPA during the period of Covid-19.

6. Status Update on EQA Providers

6.1 The Committee received an update in relation to the progress made by approved EQAPs.

6.2 The Quality Assurance Committee considered the findings contained in the EPA reports which the Institute (via Open Awards) and other EQA providers produce.

7. T Levels

7.1 Nikki Christie updated the Committee in relation to progress on T-Levels.

8. Risk Register

8.1 The Committee considered the Risk Register and provided feedback.

9. Forward Look

9.1 The Committee heard that given the on-going situation with respect to the COVID-19 epidemic, it was not completely clear whether or not all relevant EQA providers would be able to deliver their reports in time for the next Committee meeting.

AOB

- Next meeting is scheduled for 16 July 2020 – Remote.