



# MINUTES

**Meeting Title** - Quality Assurance Committee

**Meeting Date** - Monday 20 January 2020

**Protective marking** – Official

## **Attendance:**

### **Members**

Paul Cadman (Chair), Jessica Leigh Jones,

### **Independent Members**

Professor Jim Iley, Ben Blackledge, Isabel Sutcliffe

### **Institute Officials**

Nikki Christie, Alex Morris, Bella Cameron, Diana Parsons, Tanya Lawes, MohammedAli,  
Jay Stoll

## **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 conflicts of interest to declare. No Declarations were made.

1.3 The Committee considered the following papers for information:



- I. Forward Look
- II. EQA On-boarding
- III. Recognising Excellent EPAOs

## **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, subject to minor corrections. Nikki Christie provided a status update for the previous action points.

## **3. Status update on other EQA Providers**

- 3.1 The Committee were advised that no new EQA proposals were being tabled at the meeting.
- 3.2 The Committee noted that the Institute is working on a consultation document in relation to a proposal for future delivery of external quality assurance. The aim of the consultation is to consider a more simplified and optimised EQA delivery mechanism.
- 3.3 The Committee requested that Ofqual EQA reports were reviewed at the next meeting.

## **4. EQA Reports**

- 4.1 The Committee considered the EQA reports from Open Awards and other EQA Providers and members provided feedback.



## **5. Presentation from Professional Assessment**

5.1 A representative from Professional Assessment Ltd delivered a presentation to the Committee in relation their role as an end-point assessment organisation (EPAO) and members provided feedback.

## **6. QAA Pilot Update**

6.1 The Committee received an update in relation to the pilot exercise by QAA on EQA. Members heard that significant progress had been made by QAA and that a substantive paper will be submitted to a future Committee.

## **7. Engineering Council EQA**

7.1 The Committee received an update in relation to delivery of EQA by the Engineering Council. The Committee was content to approve the Engineering Council to deliver EQA.

## **8. T Levels Update**

8.1 The Committee received an update on T Levels in relation to Wave 2.

## **9. Risk Register**

9.1 The Committee considered the risk register (including the dashboard) and provided further feedback.



**AOB**

- Next meeting is scheduled for 26 March 2020 in London.