

AAG

Minutes of Meeting

Date	06/02/2020
Time	12:30pm-2:30pm
Location	The Optima Building, Glasgow
Present	George Brown – SQA Accreditation (Vice-Chair), Scott Baker - BT, Tommy Breslin - STUC, Dr Alison Eales – Quality Assurance Agency for Scotland, Stuart McKenna – STF, Aileen Ponton – The SCQF Partnership, Donna Graham – Robertson Group, Alison Bucknell - FISSS, Jennifer Tempany – Colleges Scotland, Michelle Gibson - SDS, Gordon Wishart – SDS

		Action
1.	Apologies & Guests	
	Apologies: Ruth Jennings – Sainsbury’s Bank (Chair), Joan MacKay – Education Scotland, Victoria Roberts – Scottish Government, Julia Stevenson – Scottish Water Guests: Prof. Patricia Findlay – Strathclyde University, Sean Hewitt – Scottish Government	
2.	Welcome	
	GB welcomed all to the meeting.	
3.	Minutes of Last Meeting	
	The minutes from the last meeting were read and approved, and all actions cleared.	
4.	Fair Work Presentation, Discussion & Questions	
	Prof. Patricia Findlay presented on Fair Work for the future and fed back to the group for discussion. <i>*Action – GW to send link to Fair Work convention round members.</i>	GW
5.	Principles of SCQF	

	Aileen Ponton presented on the principles of the SCQF, basic concepts of credit rating and how it relates to AAG. <i>*Action GW to share links to materials shared.</i>	GW
6.	Review of a Framework	
	From April, AAG will be required to approve all apprenticeship frameworks after they have passed through AAG Sub Group. Members reviewed a framework and proposal document that had been previously rejected by MAG to get an idea of the documentation, and to become familiarised with submissions. Over the next couple of meetings members will review more frameworks as the full transition to goes live.	
7.	AOB	
	None.	
8.	Close	
	GB thanked all those in attendance and closed the meeting.	
9.	Date of next Meeting	
	5 th March 12:30pm-2:30pm, The Optima Building	