

AAG

Minutes of Meeting

Date	03/09/2020
Time	10:00am-1:00pm
Location	Skype Call
Present	George Brown – SQA Accreditation (Vice-Chair), Scott Baker - BT, Stuart McKenna - STF, Alison Bucknell - FISSS, Dr Alison Eales – Quality Assurance Agency for Scotland, Tommy Breslin – STUC, Victoria Roberts – Scottish Government, Jennifer Tempany – Colleges Scotland, Elizabeth McGuire – Education Scotland, Julia Stevenson - Scottish Water, Sheila Dunn – The SCQF Partnership, Bethany Welsh – Balfour Beatty, Michelle Gibson - SDS, Gordon Wishart – SDS

		Action
1.	Apologies & Guests	
	Apologies: Ruth Jennings – Sainsbury’s Bank (Chair), Joan MacKay – Education Scotland Guests: Frank Quinn – SDS	
2.	Welcome	
	GB welcomed all to the meeting.	
3.	Minutes of Last Meeting	
	The minutes of the last meeting were approved with one minor amendment.	
4.	Framework Reviews	
	Radiation Monitoring at SCQF Level 5; <ul style="list-style-type: none"> AAG Members discussed the newly submitted framework and proposal. Members found the consultation to be light, particularly around Core Skills and Unions. More detail is required in 	

	<p>general along with more robust evidence of Core Skills consultation, and a contact to be named for Union consultation.</p> <ul style="list-style-type: none"> • Members noted that Hunterston will be closing sooner than expected and could have an impact on potential uptake. Clarification is required. • The framework was submitted on an old version of the current template, and has to be resubmitted on the most current version. • AAG members asked for a Core Skills Mapping document to be provided to prove Core Skills were embedded. • The PAA/VQSET website is still live and shows the SVQ in Radiation Protection Monitoring at SCQF level 5 qualification. On the GQA website there is no mention of this qualification or any other PAA/VQSET qualification. Members asked for clarity that GQA are going to be offering this. • Members were trying to find the Optional qualification online but couldn't find anything. Evidence is required that the qualification is non-regulated and exists. • AAG Members DID NOT APPROVE this framework. <p>*Action – GW to inform developer of AAG decision and feedback, and obtain amended documentation for approval at October Meeting.</p>	<p>GW</p>
<p>5.</p>	<p>FA Adaptations</p>	
	<p>Frank Quinn presented to the group on adaptations to Foundation Apprenticeships at SCQF Level 6.</p> <p>Members APPROVED the changes in principle to the amended documentation being submitted in October.</p>	
<p>6.</p>	<p>AOB</p>	
	<p>Communications;</p> <p>SM raised the issue that AAG members needed more information and clarity on when they could communicate decisions made to their relevant stakeholders.</p> <p>Minutes are uploaded at least one month after the meeting to SDS platforms which causes a delay in communications.</p> <p>It was agreed that the AAG secretariat would 'cc' in all members to future decisions where a framework has been approved, and once this has been done members can communicate this to their retrospective stakeholders.</p> <p>Equality and Diversity;</p> <p>Members discussed the need for greater knowledge on what they're looking for when approving Equality of Access sections in Proposal Documents, and also how to track that the protocol in place is being carried out.</p>	

	It was agreed that this required greater discussion, MG expressed that an SDS Equality Executive to come to a future meeting to delve into this issue further,	
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