



Scottish Qualifications Authority Qualification Design Team: National Certificate (NC) Travel and Tourism at SCQF Levels 5 and 6

Note of the 2nd QDT Meeting

REF	AGENDA Item	NOTES OF DISCUSSION	Action
2/1	Welcome and Apologies	Members were welcomed to the second meeting of the QDT, brief introductions were made and apologies noted.	
2/2	Action Grid – Meeting 1	The Minutes and timescales for the Review were agreed from the last meeting. Clarification was sought regarding the Unit <i>Tourist Destinations</i> and the reference to 'blank mapping' being taken out of the Unit. The group explained that it was felt that this was not a necessary skill that students would need going into industry, but rather it was felt that students should be able to identify areas on the map which were highlighted.	
2/3	Matters Arising	SQA provided an update regarding whether a type of Graded Unit mechanism could be applied to an NQ Unit. SQA's Policy team had undertaken a consultation with a sample of senior college representatives and concluded there was not enough evidence of a need or demand for an actual grade to be allocated at this stage. The QDT could still consider a project type unit that could have an integrative function. It was suggested that 'project unit' would be added to the agenda of the next meeting of the QST for HN Travel and Tourism to get their feedback on this issue. An alternative proposal was that the decision regarding this Unit be deferred for a year to see how the revised qualifications run and if there is a need for a type of 'graded unit'. It was suggested that the current <i>Marketing in Travel and Tourism: An Introduction</i> Unit was working as a	

		<p>good indicator on progression. Also it was suggested that colleges could follow their own indicators on progression and pick their own units, however it was agreed that it would be better if there was a standard approach to progression across the colleges.</p> <p>The QDT were updated that Education Scotland had contacted SQA regarding a possibility for developing a range of NPAs in Tourism. The QDT agreed that the mandatory sections of the NCs should be as small as possible to allow maximum flexibility in the optional sections.</p>	
2/4	<p>Qualification Structures</p> <ul style="list-style-type: none"> ◆ Draft Structures ◆ Feedback from Survey Monkey 	<p>The group talked in-depth about the proposed structures throughout the meeting.</p> <p>The group proposed the following:</p> <p>National Certificate in Travel and Tourism at SCQF Level 5: Feedback from the survey had been limited and on balance favoured that the new Unit in <i>Social Media Literacy</i> should not be mandatory, but moved to the optional section. The QDT suggested it may be possible to include aspects of social media application in the mandatory unit <i>Travel and Tourism: Enhancing Skills for Employment</i>.</p> <p>Discussion took place regarding whether the new Unit <i>Sustainable Travel and Tourism</i> was to be a mandatory or optional Unit and whether it was appropriate that either the SCQF level 5 unit or the SCQF level 6 unit could be selected for this NC.</p> <p>National Certificate in Travel and Tourism at SCQF Level 6: There was a suggestion that the level 6 Unit <i>Skills for Customer Care</i> could come out of the mandatory and moved to the optional section as it was too repetitive if candidates had progressed from the level 5 award. <i>Selling the Travel and Tourism Product</i> intrinsically applied customer care skills and the level 5 <i>Skills for Customer Care</i> unit could be added to the recommended entry for the unit. The level 5 <i>Skills for Customer Care</i> unit would be available in the options for candidates who did not progress from the level 5 NC but came straight onto the level 6 NC.</p> <p>Even though the new level 6 <i>Social Media Literacy</i> unit had more of a vocational focus than the level 5 one, the team did not feel a full credit was justified in the mandatory section.</p>	

		<p>The QDT discussed whether the new Unit <i>Sustainable Travel and Tourism</i> was to be mandatory or optional and whether students for this course should only select the SCQF level 6 Unit.</p> <p>There was discussion regarding the <i>Travel and Tourism Study Visit</i> coming out of the mandatory. However it was agreed that this should remain as a mandatory Unit.</p>	
2/5	Employer Consultation	<p>The group suggested that the colleges would maintain direct contact with employers in the first instance and provide feedback for compilation of employer evidence to support validation. SQA also offered to travel to various venues to consult with employers and colleges, if this was deemed appropriate</p>	
2/6	Unit Updates	<p><i>Sustainable Travel and Tourism</i> (SCQF Level 5)</p> <p>It was agreed that the first draft achieved what the unit brief asked for, and some suggestions and comments were noted regarding some changes.</p> <p><i>Sustainable Travel and Tourism</i> (SCQF Level 6)</p> <p>All agreed that the first draft achieved what the unit brief asked for. As with the SCQF Level 5 Unit, the title should be amended to <i>Sustainable Travel and Tourism</i> for consistency.</p> <p>The group generally felt that this unit should have more of a business slant to it. Initially the group felt that perhaps this Unit was higher than SCQF level 6, but when considered as a progression to the sustainability unit in the HN qualification it was felt this was not the case.</p> <p>Discussion took place regarding what instruments of assessment are to be used, and these included map work, mini report, multiple response questions presentations.</p> <p><i>Tourist Destinations</i> (SCQF Level 5):</p> <p>It was agreed that there are key destinations at SCQF Level 5 Unit that students need to know about. It was felt that there needs to be a balance found between the two levels of Units – need to keep students interested so as the content is not repetitive, but at the</p>	

		<p>same time enhance gaps of knowledge within the two levels of Units. It was suggested that an appropriate instrument of assessment would be multiple choice, short answer and restricted response questions.</p> <p><i>Tourist Destinations</i> SCQF Level 6 Unit</p> <p>Could change Unit title to 'Leisure and Business Destinations', as it was also felt that the SCQF Level 6 Unit should have more of a business slant to it and would help meet employers requests.</p> <p><i>Travel and Tourism: An Introduction</i></p> <p>The new Unit incorporated some outcomes from the previous <i>Travel and Tourism: An Introduction</i> Unit which hadn't been included in the new Sustainability Units, and also took in some Outcomes from the <i>Business Practices in Travel and Tourism</i>, with a slightly different focus. Suitable instruments and conditions of assessment were discussed for the Unit, and it was felt that closed book conditions would be necessary.</p> <p><i>Travel Services and Products:</i></p> <p>Minor alterations to first draft of revision were noted.</p> <p><i>Accommodation and Package Holidays</i></p> <p>Minor alterations to first draft of revision were noted.</p>	
2/7	Agreed Actions and Review of Project Milestones	Actions agreed and milestones reviewed as appropriate.	