



QUALIFICATIONS SUPPORT TEAM for the HN SCIENCE Portfolio of Awards

Minutes of Meeting held at 10:00 on Wednesday 9th November 2022 on MS teams.

Present		Not present	
Fiona Jackson	Forth Valley College	Alan McDowall	Ayrshire College
Colin McMorrin	Forth Valley College	Ania Sosnowska	Ayrshire College
Conor Larkin	Glasgow Clyde College	Julia Wright	Dundee and Angus College
Sandra Dickson	Glasgow Kelvin College	Pamela Duke	Dundee and Angus College
Derek Steven	New College Lanarkshire	Christine Hutcheson	Edinburgh College
Doug Fraser (Chair)	North East Scotland College	Hunia Arshad	Edinburgh College
Leann Tait	North East Scotland College	Kevin Spears	Fife College
Sandra Spence	West College Scotland	Marcelle McIlroy	Glasgow Kelvin College
Nicola Levitt	External Verifier	Jane Manson	Inverness College
Ann Murdoch	External Verifier	Sam Bright	Moray College
Marko Prorocic	External Verifier	Kenneth Boyd	North Highland College
Jonathan Gillies	SQA	Donna Cousins	Perth College
Laura Gibson	SQA	Joe Burman	Perth College
Laura Abraham	SQA	Mary McGibbon	West College Scotland
Kirsty McCall	SQA	Margaret Stafford	West Lothian College
		Donna Mathieson	West Lothian College
		Marcus Mennie	External Verifier
		Susan Bunton	External Verifier
		Laura Young	External Verifier
		Mark Boyle	External Verifier

Welcome and apologies

Apologies were received from Susan Bunton.

1. Microsoft Teams

As part of a pilot scheme the HN Science QST will now be hosted on Microsoft Teams through a dedicated EXT-HN Science QST site. This will allow meetings to take place, discussions with colleagues, collaboration on documentation and the sharing of files in one secure area. Laura Abraham and Kirsty McCall from the Digital Assessment Support (DAS) team gave a brief overview of the new Microsoft Teams site and its functions. QST members were asked to provide feedback to the DAS team.

2. Subject guidance 2022-23

Jonathan and QST members discussed the subject guidance for session 2022-23. All QST members agreed that the current guidance was working well, allowing room for flexibility where required.

3. Understanding Standards

Laura advised that new understanding standards materials for the Experimental Procedures: Science unit were being developed. The guidance will include useful information that sets the standard and is aimed at learners and assessors. Exemplars of experiments, laboratory reports, a completed project plan and an evaluation pro forma will all be included. The guidance will be finalised shortly and will be published on the understanding standards website. Laura will contact QST members to confirm when the material has been published.

Laura also advised that some advice and guidance will be developed for the science NPAs. This guidance is at the early stages of development, with an audio presentation being considered with the hope this could reach a wider audience.

4. Applications of Mathematics

Doug highlighted that it had been challenging for learners that had achieved the new Applications of Mathematics course rather than the traditional Mathematics course when progressing onto science group awards. QST members agreed that they had seen a decrease in mathematical ability and various work arounds, such as online courses during the summer or providing additional support, was required.

5. AOB

Laura advised that Cogent Skills are currently reviewing the National Occupational Standards for Laboratory Science and Laboratory and Associated Technical Activities SVQs. The review is still in its infancy, with Cogent Skills currently developing a functional map. Laura is happy to keep any centres delivering the SVQs updated on the progress of the review.

Laura also advised that an updated spreadsheet detailing all available SQA ASPs and centre-devised assessments will be uploaded to the new Microsoft Teams site.

Doug queried if it was possible to rename the HND in Industrial Biotechnology group award. Jonathan advised that any potential change would need to be discussed with the Industrial Biotechnology Innovation Centre (IBioIC). Doug agreed to could contact IBioIC to discuss further.

It was agreed that the next meeting of the QST would take place in January 2023. An online poll will be distributed to QST members to ascertain the best date/time for the next meeting.

ACTION GRID

Action	Date completed
QST members to provide Microsoft Teams feedback to the DAS team.	
Laura to confirm when the understanding standards materials for the Experimental Procedures: Science unit has been published.	
Laura to upload an updated spreadsheet detailing all available SQA ASPs and centre-devised assessments to the new MS Teams site.	09/11/22
Laura to send QST members an online poll to ascertain the best date for next meeting of the HN Science QST.	