

BOARD OF MANAGEMENT – 25 JUNE 2020

Minutes of the meeting of the Board of Management held at 1.45 pm on Thursday 11 June 2020 by video conference.

Members

- * Mr D Middleton (Chair)
- * Ms F Robertson (Chief Executive)
- * Ms E Craig
- * Ms A Davis
- * Mr S Hagney
- * Mrs J Handley
- * Dr W Mayne
- * Mr H McKay
- * Mr G Smith (from 2pm)
- * Mr R Stewart
- Dr K Thomson

Officers

- * Ms J Blair
- * Mr M Baxter
- * Mr L Downie
- * Mr J McMorris
- * Ms J Ross
- * Dr G Stewart
- * Mrs D Mahmoud

Observers

- Ms A Kerr, Committee Manager
- Mr M Ware, Head of Transformational Change

* Indicates present on the call

1 OPENING REMARKS**1.1 Welcome and Apologies**

The Chair welcomed members to the meeting including Martyn Ware, Head of Transformational Change. He noted that apologies had been received from Dr Thomson, who had provided comment on the paper to the Chair ahead of the meeting.

1.11 Declaration of Any Conflicts of Interest

There were no conflicts of interest raised in relation to the agenda. Whilst not a conflict of interest, it was acknowledged that Mr Hagney and Dr Thomson held an interest through their positions as Heads of Centre. Furthermore, it was noted that Ms Craig, Ms Davis and Mr Hagney had children studying at National 5 and Higher levels. The Chair noted that members of the Board would never be put in a position directly to affect the outcomes relating to their centres or family members.

1.12 Minutes of the previous meeting

The minutes of the Board meeting on 4 June 2020 were approved as an accurate record.

1.13 Matters Arising

There were no matters arising that would not be covered in the course of the agenda.

1.2 CHAIR'S UPDATE

The Chair precluded the Chief Executive's update by acknowledging that the Board was being asked to consider further the matter of dialogue between SQA and

presenting centres. He noted that the paper presented would propose a way to proceed that the Board would be asked to consider and approve.

He reminded members that the update should be handled as confidential and not shared any further.

2 CHIEF EXECUTIVE'S UPDATE

The Chief Executive provided her update as part of the discussion paper below.

3 SQA'S ALTERNATIVE CERTIFICATION MODEL 2020 - UPDATE

The Chief Executive introduced a paper to the Board providing an update on SQA's Alternative Certification Model (ACM) for 2020; information on the estimates received from centres; and further advice on the practicability of professional dialogue with centres as part of the process.

She reported that work was currently underway to process centre level analysis and inform the centre level moderation, highlighting that the estimation data from centres was significantly above recent outcomes. As indicated in the paper, it would not be possible to enter a dialogue with centres on the grounds of fairness and given the timelines involved.

Dr Stewart then outlined the seven key decision points and underlying activities in the moderation and validation process, noting that SQA would also draw on resource from Principal Assessors and Qualification Managers to provide any appropriate qualitative evidence they could provide as part of National Awarding.

The Board fully endorsed the proposed seven key decision points, in line with the Evidence Report, commenting that the steps detailed to achieve delivery of certification were robust and defensible and applied the principle of fairness to all learners. The Board was also agreed that a dialogue with centres could not take place for the reasons highlighted. The Chief Executive agreed to write to members of the Qualifications Committee and Advisory Council.

As the Board was aware, in parallel with establishing the overall ACM, SQA had been developing an Equalities Impact Assessment (EQIA) of the full end-to end process to ensure that it considered and sought to mitigate any potential for the ACM to unfairly impact on one or more groups with protected characteristics. SQA had provided centres with guidance to help teachers and lecturers through the process of determining estimated grades, bands and rank order for their learners. This had been made available to all centres and had included a section on implicit bias, making explicit reference to a range of characteristics including gender and socio-economic status.

Members welcomed particularly the ongoing work and engagement around the EQIA agreeing the importance of its consideration in the moderation process alongside estimation.

4 ANY OTHER BUSINESS

The Chair thanked members for their time and contribution to the discussions, noting that the Board would meet again on Thursday 25 June 2020.