

Confidential

Meeting: Qualifications Board
Location: Virtual - Zoom
Date: 14 July 2023, 11.45 – 14:45

PRESENT:

The Chair (Paul Layzell), Carol-Ann Boothe, Elaine Darby, Paul Lewis, and Matthew Wong.

IN ATTENDANCE:

Executive Director – Content, Quality and Innovation (Alan Hatfield), Director - Professional Qualifications (Ann Lamb), Head of Education Recognition (Katrina Smyth), Head of ACCA Qualifications (Jacky Bateman), Qualifications Data Science Lead (Tom Laycock, for items 1-5 only), Programme Lead – Exam Delivery and Innovation (Tony Peguinho, for items 1-4 only), Head of Education Solutions and Student Support (James Patrick, for item 5 only), Head of Strategic Narrative & Reporting (Sara Llewellyn, for item 8 only), Secretariat Officer (Jo Burns) and Secretariat Officer (Catriona Calnan).

OBSERVERS:

Sian Burgess – Financial Reporting Council (FRC).
Kate Ringham (Oxford Brookes University) – items 1-6 only.

APOLOGIES:

An apology was received from Nora Nanayakkara.

The Board noted that Nora had resigned as Chair of Qualifications Board and would, therefore, not be chairing the Qualifications Board going forward. The Board took the opportunity to record its thanks to Nora for her effective chairing of the Qualifications Board and for her significant contributions and helpful insights to the Board's discussions.

1. MINUTES and ACTION LOG

The Board approved the minutes of the last meeting of the Qualifications Board held on 14 April 2023. The Chair noted that the recent training session had been very helpful and provided excellent insight to the end-to-end exam processes. The Board approved the Action Log, on the basis that that ACCA consider item 5 on the Action Log (relating to the qualification alignment to PhD), and to provide an accurate reflection at the next meeting.

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. REMOTE INVIGILATION OVERVIEW

The Board received an update from the Programme Lead - Exam Delivery & Innovation.

4. EXAMINATION RESULTS GOVERNANCE REVIEW

The Board received a presentation from the Director – Professional Qualifications and the Qualifications Data Science Lead on the delivery of exams and the results of the June 2023 exam session.

The Board also received an oral report from the Chief External Examiner on her review of the exam papers, confirming the following:

- The Applied Knowledge exams were set at Level 4. The Law exam was set at Level 5. The other Applied Skills exams were set at Level 6 and the Strategic Professional exams were set at Level 7. It was confirmed that all exams were comparable in standard and there were no overlaps.
- All papers covered various interesting and relevant scenarios with an appropriate mix of style and diversity.
- The rigorous analysis of exam results provides integrity to the process.
- That there were no aspects of the exams that gave her cause for concern and that she was satisfied with all aspects.

Based on the evidence presented and subsequent discussion, the Board agreed to ratify the June 2023 examination results.

5. ACCA WIDE DEVELOPMENTS

The Board received an update from the Head of Education Solutions and Student Support on the student and tutor support offered in relation to the introduction of pre-seen material for the Strategic Business Leader exam from the September 2023 exam session and ACCA's Study Hub.

6. LEAD REGULATOR UPDATE

The Board noted the update on ACCA's interactions with its lead regulators from the Head of Education Recognition.

7. QUALIFICATIONS BOARD WORK PLAN

The Board approved its work plan for the Council year 2022-2023. It was agreed to incorporate special accommodations into the work plan item on Inclusion and Diversity.

8. SUSTAINABILITY

The Board received for information, a presentation from the Head of Strategic Narrative & Reporting and the Head of ACCA Qualifications on ACCA's approach to sustainable development and how ACCA is supporting members and future members.



Think Ahead

9. DATES OF FUTURE MEETINGS

The Board noted the future meeting dates of the Qualifications Board:

- Friday 13 October 2023 (planned to be held in-person at The Adelphi, ACCA, London).