

**SUMMARY NOTE of a meeting of the ICAS QUALIFICATIONS BOARD
on 9 December 2025
(Held Remotely, via Microsoft Teams)**

NB: Some matters discussed have not been disclosed for reasons of confidentiality.

BOARD ATTENDEES	
Gillian Alexander	PwC
Gail Boag	ICAS Executive Director, Learning & Market Development
Cameron Dunlop	Manchester Airports Group
Elizabeth Gammie	Chair
Kevin Johnson	Deloitte
Laura Keen	EY
Suzanne McCallum	Glasgow University
Stacy Morris	KPMG
Martin Osler	Johnston Carmichael
Jim Robertson	ICAS Council Member
Ian Stuart	Morgan Stanley
Fran van Dijk	PIM
Kirsty Welsh	Lloyds Banking Group
ICAS ATTENDEES	
Kate Bremner	Director of Marketing
Poppy Collinson	Director of Business Development & Commercial
Chris Cunnane	Head of Syllabus & New Curriculum Development [Final 30-Minutes Only]
Cat Devaney	Director of Professional Qualifications
Ali Douglas	Head of Pathways [items 9 - 17]
Iona Riddick	Quality Assurance & Regulations Manager [Secretary]
APOLOGIES	
Paula Wilcock	Director of Quality & Standards

1.	BACKGROUND This was the fourth meeting of the Qualifications Board in 2025.
2.	QUALIFICATIONS BOARD ACTION POINT TRACKER The Chair updated the Board on the action tracker. The Board noted the status of the actions and approved the content.
3.	PERFORMANCE UPDATE The ICAS Executive Director, Learning & Market Development, updated the Board on recent performance against KPIs. Questions raised were answered to the Board's satisfaction and the update noted.
4.	STUDENT ACTIVITIES UPDATE The ICAS Director of Professional Qualifications gave an update to the Board on student activity since the previous meeting. Questions raised were answered to the Board's satisfaction and the update noted.
5.	OFQUAL STATEMENT OF COMPLIANCE The ICAS Executive Director, Learning & Market Development provided a high-level overview of the 2025 Statement of Compliance process. Approval sought from the Board, prior to final Council sign-off.
6.	STUDENT REQUESTS The Board were presented with recommendations for one additional attempt request, for discussion and approval and one qualification clock extension request for noting. The Board confirmed their approval of both outcomes.

7.	<p>HERIOT-WATT UNIVERSITY PATHWAY UPDATE</p> <p>The Board received further information relating to the new integrated degree partnership pathway with Heriot-Watt University. After lengthy discussion, questions raised were answered to the Board's satisfaction and the new pathway approved.</p>
8.	<p>PATHWAY ENTRY REQUIREMENTS</p> <p>As part of the regular oversight activity, the Board received a paper which outlined all the current pathways that ICAS offer. This paper was noted by the Board.</p>
9.	<p>STUDENT INTAKE ANALYSIS</p> <p>The ICAS Director of Business Development took the Board through the analysis of the 2025 student intake. The Board discussed this analysis and questions raised were answered to the Board's satisfaction.</p>
10.	<p>ANNUAL UNIVERSITY ACCREDITATION UPDATE</p> <p>As part of the regular oversight activity, the Board received the annual University Accreditation Report. Questions asked were answered to the Board's satisfaction.</p>
11.	<p>RISK MONITORING</p> <p>The ICAS Executive Director, Learning and Market Development presented the updated Learning Risk Register for December 2025. The Board discussed the Risk Register and the questions raised were answered to the Board's satisfaction.</p>
12.	<p>ITEMS FOR NOTING</p> <ul style="list-style-type: none"> - SCQF Annual Monitoring Approval Letter - Skills Assessment Panel DAI Moderator Appointment Paper - FRC Thematic Review Findings Report – 'Management Information' - Data Project Update <p>Questions raised were answered to the Board's satisfaction and the papers and updates were noted.</p>
13.	<p>ANY OTHER BUSINESS</p> <p>The Board were appraised that the online Board Self-Evaluation questionnaire will be issued in the new year, with results to be discussed at the March meeting. They were also asked to look out for the annual Register of Interests declaration which will be circulated to the Board by the end of 2025.</p>