

The Governing Body of Southern Regional College

Meeting of the Education Committee of the Governing Body scheduled for
Tuesday 03 June 2025 at 18.30 in the Boardroom, Portadown Campus.

Item No	Item	Papers	Action	Presenter	TOR
1.	Apologies for Absence	Verbal	Noting	Secretary	
2.	Declaration of Interests	Verbal	Noting	Chair	
3.	Minutes of meeting 11 March 2025	Enclosed	Approval	Chair	
4.	Matters Arising <ul style="list-style-type: none">Action Sheet	Verbal	Noting	Chair	
5.	Chair’s Business	Verbal	Noting	Chair	
6.	Policy Review <ul style="list-style-type: none">a) Curriculumb) Recognition of Prior Learningc) Admissions Criteriad) Admissions Policye) Personal Tutorf) Course Management	Enclosed	Approval	Ms Shackels	
7.	1. Themed Presentation – Quality & Standards, Retention & Achievement 2. Faculty Action Plans	Enclosed	Noting	Heads of Faculty	
8.	Hardship Update	Enclosed	Noting	Mrs L McKeown	
9.	Safeguarding Update	Verbal	Noting	Mrs L McKeown	6
10.	Student Council Summary Report 2024-2025	Enclosed	Noting	Mrs L McKeown	1, 2, 6
11.	Quality Improvement Plan Action Plans	Enclosed	Noting	Ms Shackels	1, 2, 4, 6, 7
12.	Curriculum Directors Working Group	Verbal	Noting	Ms Shackels	1, 2, 4, 8
13.	Any other business				
14.	Review of Meeting				
Date and Time of Next Meeting – Tuesday 21 October 2025 at 17.30 in Boardroom, Banbridge Campus					

Distribution List:

Members: Mr Stuart Harper (Chair), Mrs Lee Campbell (Principal/Chief Executive), Dr Laura Milner, Dr Thomas Moore (Governing Body Chair), Mrs Hilary Singleton, Mrs Angela Whiteside and Dr Liz Finnigan.

Attendees: Ms Libby Shackels (Director of Curriculum), Mrs Fiona Bradley (Assistant Director FE and Training), Mrs Elaine Nesbitt (Acting Assistant Director HE and Quality), Mr Gary Mackin (HoF BUTE), Mr Stephen Rogan (HoF CDAC), Mrs Carmel Murray (HoF HESC), Mr Matthew Turner (Acting HoF PRSE), Mrs Lorraine McKeown (Assistant Director of Student Services and Marketing), Mr G McMurray (Chair of Staffing Committee and Governing Body Member) and Mrs Emma Foster (Acting Secretary to the Governing Body).

TERMS OF REFERENCE

The Education Committee is authorised by the Governing Body to oversee college curricular provision, especially the nature, quality and performance of the provision and the extent to which it meets the needs of the community the College seeks to serve.

The responsibilities of the Education Committee are to:

1. Ensure that the College educational and training mission at all levels [FE, HE etc] is appropriate to the needs of its students and the community;
2. Ensure that the nature, range, accessibility and quality of the College curriculum provision is appropriate to students and employers;
3. Ensure that separately funded and contracted programmes are effectively delivered and monitored;
4. Monitor the impact of DfE strategic proposals, the broader educational environment and current issues in the educational environment on current and future curricular provision;
5. Review the systems used to monitor the quality and effectiveness of teaching and learning;
6. Review the quality of provision of student services including support services, career guidance and learning resources;
7. Review and evaluate students' outcomes including enrolment, retention and achievement rates through the College Self Evaluation Process;
8. Evaluate the relevance of the curriculum to the educational and vocational needs of all of its students including those students with special educational needs;
9. Review and approve local policies that fall within the remit of the Committee;
10. Provide assurances to the Governing Body on the College's higher education provision.