

MINUTES OF A MEETING OF THE EDUCATION COMMITTEE OF THE GOVERNING BODY OF SOUTHERN REGIONAL COLLEGE HELD ON TUESDAY 5 JUNE 2018 AT 18.30 IN THE BOARDROOM, PORTADOWN.

Present:

- Mr Gordon Gough (Chair)
- Mr Brian Doran
- Mr Aidan McCormick
- Prof. Gregory O'Hare (via Lync)
- Mr Andrew Saunders
- Mr Matthew Turner
- Mr Jonasz Weinkauf

In Attendance:

- Mr Keith Kilpatrick, Director of Curriculum
- Mrs Lorraine McKeown, Assistant Director Student Service & Marketing
- Miss Lindsay Armstrong, Secretary to the Governing Body

The meeting convened at 18.30.

ACTION BY WHOM
<p>1. APOLOGIES</p> <p>No apologies for absence were received.</p> <p>2. DECLARATION OF INTEREST</p> <p>The Chair reminded those present to declare at the commencement of the meeting interests held in any matter to be discussed. No interests were declared.</p> <p>3. MINUTES OF MEETING OF 21 MARCH 2018</p> <p>The Chair referred Members to the minutes of 21 March 2018. These were checked for accuracy and proposed for approval by Mr Turner and seconded by Mr McCormick.</p> <p>4. MATTERS ARISING</p> <p>Mr Gough stated he had met with Mrs McKeown in his capacity as ETI Governor and stated that the safeguarding findings will be reported to the next Education Committee meeting.</p> <p>5. CHAIRMAN'S BUSINESS</p> <p>None.</p> <p>6. STUDENT COUNCIL SUMMARY REPORT</p> <p>Mrs McKeown presented the Student Council Summary report detailing issues raised by the student body and actions undertaken by the wider management team. Mrs McKeown advised of a proactive approach to engaging with students to understand and respond to their concerns. Mr McCormick advised Members of his appointment in his role as HE Governor and spoke assuredly on staff attention and practical solutions being implemented.</p> <p>Mr Saunders requested a trend analysis on areas being raised as concerns in future reports.</p>

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3. MINUTES OF MEETING OF 21 MARCH 2018

The Chair referred Members to the minutes of 21 March 2018. These were checked for accuracy and proposed for approval by Mr Turner and seconded by Mr McCormick.

4. MATTERS ARISING

Mr Gough stated he had met with Mrs McKeown in his capacity as ETI Governor and stated that the safeguarding findings will be reported to the next Education Committee meeting.

5. CHAIRMAN'S BUSINESS

None.

6. STUDENT COUNCIL SUMMARY REPORT

Mrs McKeown presented the Student Council Summary report detailing issues raised by the student body and actions undertaken by the wider management team. Mrs McKeown advised of a proactive approach to engaging with students to understand and respond to their concerns. Mr McCormick advised Members of his appointment in his role as HE Governor and spoke assuredly on staff attention and practical solutions being implemented.

Mr Saunders requested a trend analysis on areas being raised as concerns in future reports.

7. STUDENT HEALTH AND WELLBEING STRATEGY AND ACTION PLAN

Mrs McKeown presented the Health and Wellbeing Strategy and Action Plan and referred to the key objective to create a Health and Wellbeing Hub which is focused on developing a single coordinated promotion of the health and wellbeing services offered to all students in Southern Regional College. Mrs McKeown highlighted the growing number of students seeking support for a range of issues including mental health concerns.

Mrs McKeown advised of counselling support available in partnership with Inspire Students and informed that students expressed feeling safe at the College and therefore comfortable to make disclosures. She advised Members of promotional literature available, student activities and health clinics, learning support and safeguarding measures in place.

The Committee noted the report.

Mrs McKeown left the meeting at 18.52.

8. DIRECTOR'S KPI REPORT LEVEL 2 BALANCE SCORECARD

Mr Kilpatrick presented the KPI report and Level 2 Balance Scorecard and informed of a future collation of the documents into one single document. He reported on FLU targets and advised on the DfE evaluation. Members noted two areas identified as particular strengths in SRC practice; employer engagement and feedback and the development of pedagogy and digital capacity.

Mr Kilpatrick advised Members of a robust approach to the evaluation including wide ranging interviews undertaken with employers and apprentices. He informed that the feedback noted a range of strengths demonstrating excellent progress made since the inception of the HLA initiative.

The Committee noted the information.

9. CURRICULUM DIRECTORS WORKING GROUP

Mr Kilpatrick informed Members of important work being undertaken by the Curriculum Directors Working Group to progress the development of the new traineeship frameworks for introduction in September 2019. Mr Kilpatrick provided an update on the secondment arrangements and collaborative programme of work planned for the new academic year.

10. WHOLE COLLEGE QIP - UPDATE

Mr Kilpatrick presented an update on progress against the Quality Improvement Plan at May 2018.

Members noted the report.

11. QUALITY ASSURANCE AGENCY REVIEW

Mr Kilpatrick referred to the Quality Assurance Agency review w/c 23 April and advised that he will report back on the findings in due course. Mr Kilpatrick explained that the final report will be forwarded to DfE in advance of its release to colleges.

Mr McCormick commended the commitment of staff and students to the process and thanked Mrs Davison and Mrs Grant noting the huge amount of work involved in the preparations.

12. WIDENING PARTICIPATION ACTION PLAN 2019-20

Mr Kilpatrick presented the Widening Participation Action Plan and advised of steps being taken to promote higher education across unrepresented groups. He informed that the College's bursary scheme will continue to promote and welcome applicants from underrepresented groups. Mr Kilpatrick stated that the bursaries are designed to assist students with course related costs such as books, equipment, childcare and travel.

The Committee noted the information.

13. SECTOR CORPORATE PLAN 2018-21 DRAFT COLLEGE DEVELOPMENT PLAN 2018-19 REPORT CARDS & TARGETS

Mr Doran reminded Members of the departmental request for a single corporate plan and individual college development plans and report cards based on an outcome based accountability approach.

Members reviewed the plans noting the key strategic issues and alignment to the Programme for Government indicators and key pillars of the industrial strategy.

Mr Doran provided an overview of the content and format of the three report cards addressing:

- Qualifications and enrolments;
- Business engagement; and
- Social inclusion

Discussion took place regarding future skills need and the importance of an inclusive curriculum to improve social cohesion and address barriers to education.

Members noted the baseline information and issues highlighted in each of the report cards

A discussion followed on the presentation format and the projected outcomes set in each of the three areas.

Mr Doran stated that he would present the CDP and report cards to the Governing Body at its next meeting in June.

14. POLICY REVIEW

A number of policies were reviewed including;

- **Alcohol, Drugs and Substance Misuse – Students**
- **Assessment and IV**
- **Disciplinary – Students**
- **HE Professional Suitability & Fitness to Practice**
- **Equality and Diversity – Students**
- **Student Charter**
- **Student Health & Wellbeing**

The Committee noted minor changes to the policies in line with their cyclical review and a restructuring of the Student Health and Wellbeing policy.

The policies were approved on the proposal of Mr Turner and seconded by Mr Saunders.

15. COMMITTEE SELF-ASSESSMENT

Members were presented with the Committee Self-Assessment Questionnaire and asked to complete and return to the Secretary at their earliest convenience.

Governors

16. ANY OTHER BUSINESS

None.

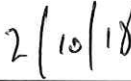
17. DATE AND TIME OF NEXT MEETING

The next meeting of the Education Committee is scheduled to take place on Tuesday 2 October 2018 at 18.30 in the Portadown Campus.

The meeting concluded at 20.10.



CHAIR



DATE