

## The Governing Body of Southern Regional College

Meeting of the Education Committee of the Governing Body scheduled for **Wednesday 21 March 2018 at 18.30 in the Oracle Restaurant, Portadown Campus.**

Item No	Item	Papers	Action	Presenter	TOR
1.	Apologies for Absence	Verbal	Noting	Clerk	
2.	Declaration of Interests	Verbal	Noting	Chair	
3.	Minutes of Meeting 28 November 2017	Enclosed	Approval	Chair	
4.	Matters Arising	Verbal	Noting	Chair	
5.	Chairman's Business	Verbal	Noting	Chair	
6.	Directors' KPI report (in year) Curriculum Strategy Update	Enclosed	Noting	Chair	1 2 3 5 7
7.	Curriculum Directors' Working Group	Verbal	Noting	Mr Kilpatrick	3
8.	Whole College QIP – Update on progress	Enclosed	Noting	Mr Kilpatrick	1 2 5 6 7
9.	Quality Assurance Agency Preparations	Enclosed	Noting	Mr Kilpatrick	10
10.	Draft College Development Plan 2018-19 Report Cards & targets	To be tabled	Noting	Mr Kilpatrick	1
11.	Policy Review: <ul style="list-style-type: none"> <li>• Admissions Policy</li> <li>• Admissions Criteria</li> <li>• APEL</li> <li>• Assessment Appeals</li> <li>• Assessment Malpractice</li> <li>• Careers</li> <li>• Course Approval</li> <li>• HE Course Closure, Suspension and Substantial Change</li> </ul>	Enclosed	Approval	Mr Kilpatrick	9
12.	Any other business	Verbal	Noting	Chair	
<b>Date and Time of Next Meeting – Tuesday 5 June 2018 at 18.30 in the Oracle Restaurant, Portadown Campus</b>					

### Committee Members

Mr Gordon Gough (Chair), Mr Brian Doran (Chief Executive), Mr Andrew Saunders (Chairman of the Governing Body), Mr Aidan McCormick, Prof Gregory O'Hare, Mr Matthew Turner and Mr Jonasz Weinkauff.

### Attendees

Mr Keith Kilpatrick (Director of Curriculum), Mrs Carolyn Davison (Assistant Director for Curriculum, Higher Education and Quality Improvement), Miss Nicola Sullivan (QAI Lead Student Representative) and Miss Lindsay Armstrong (Secretary to 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, such as Training for Success, 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 College policy and procedure with particular reference to the provision of education and training;
10. Provide assurances to the Governing Body on the College's higher education provision.