

## The Governing Body of Southern Regional College

Meeting of the Education Committee of the Governing Body scheduled for **Wednesday 28 November 2018 at 18.30 in the Boardroom, 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 2 October 2018	Enclosed	Approval	Chair	
4.	Matters Arising	Verbal	Noting	Chair	
5.	Chairman's Business	Verbal	Noting	Chair	
6.	Whole College Quality Improvement Plan & Action Plan <ul style="list-style-type: none"> <li>• Further Education</li> <li>• Work Based Learning</li> </ul>	Enclosed	Approval	Mr Kilpatrick	1 2 5 6 7
7.	Essential Skills – Recovery Plan	Enclosed	Approval	Mr Kilpatrick	1,2
8.	HE Quality Assessment HE Quality Assurance Statement	Enclosed	Approval	Mr Kilpatrick	10
9.	Director's KPI report – in year <ul style="list-style-type: none"> <li>• Level 2 Balance Scorecard</li> <li>• Enrolment Position</li> </ul>	Enclosed	Noting	Mr Kilpatrick	1 2 3 5 7
10	Curriculum Directors' Working Group	Verbal	Noting	Mr Kilpatrick	1 2 4
11	Open University Institutional Review	Verbal	Noting	Mr Kilpatrick	1 2
12	ETI WBL Inspection	Verbal	Noting	Mr Kilpatrick	1 2
13	Policy Review: <ul style="list-style-type: none"> <li>• Recognition of Prior Learning</li> <li>• Admissions policy</li> <li>• Admission Criteria</li> <li>• Alumni</li> <li>• Examination Support</li> </ul>	Enclosed	Approval	Mr Doran	9
14	Any other business	Verbal	Noting	Chair	
<b>Date and Time of Next Meeting – Tuesday 5 February 2019 at 18.30 in the Boardroom, Portadown Campus</b>					

### Distribution List:

**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, Miss Tanya Troughton, Mr Matthew Turner and Mrs Nicola Wilson.

**Attendees:** Mr Keith Kilpatrick (Director of Curriculum), Mrs Carla Shields (Boardroom Apprentice) 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.