

The Governing Body of Southern Regional College

Meeting of the Education Committee of the Governing Body scheduled for **Tuesday 1 October 2019**
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 21 May 2019	Enclosed	Approval	Chair	
4.	Matters Arising	Verbal	Noting	Chair	
5.	Chairman's Business	Verbal	Noting	Chair	
6.	Student Union Constitution	Enclosed	Approval	Mrs McKeown	6
7.	Education Committee Annual Report	Enclosed	Approval	Chair	10
8.	Terms of Reference review	Enclosed	Approval	Chair	1 - 10
9.	WBL recovery Plan Process changes	Enclosed	Noting	Mr Kilpatrick Mr Bronte Mrs Bradley	1 2 3 5 7
10.	KPI Annual Report 2018-19 close out • Level 2 Balance Scorecard	Enclosed	Noting	Mr Kilpatrick	1 2 3 5 7
11.	Enrolment position 2019-20 • FE, HE, TfS & Apprenticeship	Enclosed	Noting	Mr Kilpatrick	1 2 3
12.	Whole College QIP and Action Plan 2018-19 – close out	Enclosed	Noting	Mr Kilpatrick	1 2 5 6 7
13.	Curriculum Directors' Working Group Collaboration plan 2019-20	Enclosed	Noting	Mr Kilpatrick	1 2 4
14.	Policy Review: • Hardship Fund • Learning Support	Enclosed	Approval	Mr Kilpatrick	9
15.	Any other business	Verbal	Noting	Chair	

Date and Time of Next Meeting – Tuesday 27 November 2019 at 18.30 in the Boardroom, Portadown Campus

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, Mr Matthew Turner, Miss Hollie Burton and Mrs Nicola Wilson.

Attendees: Mr Keith Kilpatrick (Director of Curriculum), Mrs Lorraine McKeown (Assistant Director Student Services & Marketing), Mrs Kimberley Purdy (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.