

## The Governing Body of Southern Regional College

Meeting of the Education Committee of the Governing Body scheduled for **Tuesday 2 February 2021 at 17.30 via TEAMS.**

Item No	Item	Papers	Action	Presenter	TOR
	Faculty Presentation – 2020-21	Action Plans		E Nesbitt PRSE S Rogan CDAC C Murray HESC BUTE (deferred)	
1.	Apologies for Absence	Verbal	Noting	Clerk	
2.	Declaration of Interests	Verbal	Noting	Chair	
3.	Minutes of meeting 1 December 2020	Enclosed	Approval	Chair	
4.	Matters Arising	Verbal	Noting	Chair	
5.	Chairman's Business	Verbal	Noting	Chair	
6.	College Self Evaluation and Quality Improvement Plan	Enclosed	Approval	Mr Kilpatrick	1, 2, 7, 9
7.	Covid – Qualifications Update	Verbal	Noting	Mr Kilpatrick	
8.	Traineeships <ul style="list-style-type: none"> <li>• Areas and qualifications</li> <li>• Blueprint document</li> <li>• Training plan</li> <li>• Prospectus information</li> </ul>	Enclosed	Noting	Mr Kilpatrick	
9.	Level 2 Curriculum Action Plan 2020-21 Enrolment position against targets	Enclosed	Noting	Mr Kilpatrick	1, 2, 3, 5, 7
10.	Higher Level Apprenticeship Evaluation	Enclosed	Noting	Mrs Bradley	
11.	Curriculum Directors Working Group	Verbal	Noting	Mr Kilpatrick	1, 2, 4
12.	Policy review: <ul style="list-style-type: none"> <li>• Learning Support policy</li> <li>• Admissions policy</li> <li>• Admissions Criteria</li> <li>• Assessments Appeals policy</li> <li>• HE Course Closure, Suspension &amp; Change policy</li> <li>• Careers policy</li> </ul>	Enclosed	Approval	Mr Doran	9
13.	Any other business	Verbal	Noting	Chair	
Date and Time of Next Meeting – <b>Tuesday 25 May 2021 at 17.30</b> via TEAMS					

### Distribution List:

**Members:** Mr Gordon Gough (Chair), Mr Brian Doran (Chief Executive), Mr Andrew Saunders (Governing Body Chair), Mr Aaron Foy, Mr Aidan McCormick, Prof Gregory O'Hare, Mrs Judith Thompson, Mr Matthew Turner and Mrs Nicola Wilson.

**Attendees:** Mr Keith Kilpatrick (Director of Curriculum), Mrs Carolyn Davison (Assistant Director HE & Quality Improvement), Mrs Fiona Bradley (Assistant Director FE & Training), Mr Lindsay Bronte (HoF BUTE), Mr Stephen Rogan (HoF CDAC), Mrs Carmel Murray (HoF HESC), Mrs Elaine Nesbitt (HoF PRSE), Mr Brendan McGuigan (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 and approve local policies that fall within the remit of the Committee; and
10. Provide assurances to the Governing Body on the College's higher education provision.