

## **Northern Regional College**

### **Education Committee**

Minutes of the meeting of the Education Committee held on 3 October 2018 at Farm Lodge, Ballymena, commencing at 4.00pm.

**Present:** Ms A Dynes, Mrs J Eve, Mr R Jay and Dr D Lennox (Chair)

**In Attendance:** Mr A Ballantyne (39.7), Dr S Brankin, Dr L Firth, Mr D Hewitt, Mr M Higgins, Mr S Lavery (39.7), Mr M Murray (39.7), Mr S Price (39.7) and Mr V Taggart

Mrs K Wallace (Secretary)

#### **39.1 Apologies**

Prof T Scott.

#### **39.2 Declaration of Interests**

None.

#### **39.3 Minutes of the Last Meeting**

The minutes of the meeting held on 2 May were approved, subject to an amendment at 38.7, viz:

*No of engagements with businesses over the next 3 years – 3,000.*

Proposed: Mrs Eve

Seconded: Mr Jay

#### **39.4 Matters Arising**

None.

#### **39.5 Chair's Communication**

The Chair thanked Mr Jay for his previous service as Chair of the Education Committee and for his support in agreeing to remain as a Committee member.

#### **39.6 Correspondence**

Six items of correspondence had been received and were noted by Committee:

- Care to Learn (NI) Circular 2018/19.
- Additional Support Fund circular FE08/18.
- DfE Approval of Widening Access and Participation Plan 2019/20.
- NRC Letter of Offer for HLAs 18-19 and covering letter.
- HE Quality Assessment - Future Arrangements - letter from Director HE Policy and Finance.
- Request for annual FE QIP submission 2018.

#### **39.7 Report Card**

Mr Taggart summarised the College's overall 2017/18 performance. Members noted that whilst enrolment targets for 2017/18 had largely been achieved, retention and success figures were slightly below target. For 2018/19 the student head count remained similar to the previous year

but was expected to increase slightly, as enrolment for FE part time registrations had not yet been completed.

The four Heads of Department outlined performance for the respective disciplines viz:

**Business, Computing and Creative Industries:** Mr Price reported a large reduction in HE enrolment compared to last year, largely due to competition from universities, with the HLA in Computing, the TfS and Apprentice NI failing to recruit sufficient numbers to run.

**Care & Access:** Mr Lavery reported a small reduction in enrolment compared to last year, with TfS and Apprenticeship targets not achieved. He highlighted that further staff development events aimed at improving retention and success, were planned during 2018/19. ETI had graded ES provision as good in the June 2018 inspection.

**Engineering and Built Environment:** Mr Murray reported that all 2018/19 enrolment targets for FE full time students had been achieved or exceeded, with overall figures up by 118 students compared to last year. ETI had graded TfS provision as good in the June 2018 inspection.

**Science and Service Industries:** Mr Ballantyne noted a substantial increase in Level 1 FE enrolment with HE numbers slightly below target. Overall, enrolment had increased by 150 students compared to the previous year and the Apprenticeship NI had commenced.

Dr Lennox thanked the Heads of Department for their inputs and efforts to maximise enrolments. He noted that the Committee would be keeping enrolments under review and would wish to consider some particular issues in more detail.

### **39.8 Whole College SER/QIP**

Dr Firth outlined the SER/QIP process, including the Inspection and Self Evaluation Framework (ISEF), the Baseline Regulatory Requirements and outputs. She updated Committee on the timetable for 2018 and highlighted the submission date of 3 December 2018.

Committee agreed to hold a separate meeting to consider the submission in advance to consideration by the GB.

**ACTION:** A further meeting of the Education Committee would be convened prior to the GB meeting in November.

### **39.9 Teaching and Learning Committee**

Due to time constraints Mr Taggart would circulate the minutes of the Teaching and Learning Committee meeting on 28 September 2018.

### **39.10 2018/19 Committee Meetings**

It was agreed that future meetings of the Education Committee would commence at 5.00pm. The draft timetable will be reviewed and agreed dates circulated.

### **39.11 Any Other Business**

None.

### **38.17 Date of next meeting**

To be confirmed.

The meeting concluded at 5.20pm.

David Lennox David Lennox  
(Chair)

Date 12/11/18  
12 November 2018

Mrs K Wallace K. Wallace  
(Secretary)

