

## **Northern Regional College**

### **Education Committee**

Minutes of the Education Committee meeting held on 11 May 2022 in Farm Lodge, commencing at 4.00pm.

**Present:** Mr K Chambers (Chair), Dr P Graham, Mr M Higgins, Mr D Macauley, Mr K Nelson, Mr S Shevlin

**In Attendance:** Mr A Ballantyne, Mr R Bolt (58.8 – 58.9), Mrs C Brown, Ms H Hampsey, Dr L Monteith (58.10 – 58.11), Ms J Small, Mr P Wallace

Mrs T McMullan

#### **58.1 Apologies**

Mr McAllister, Mrs Wallace, Mr Lavery, Mr Murray

#### **58.2 Declaration of Interests**

None

#### **58.3 Minutes of the Last Meeting**

The draft minutes of the meetings held on 28 February and 26 April 2022 were approved.

Proposer: Mr McAuley Seconder: Mr Shevlin

#### **58.4 Matters Arising**

The Chair welcomed everyone to the first face to face meeting post Covid.

#### **58.5 Chair's Communications / Correspondence**

The following items of correspondence had been received and were noted

- TAG/Complaints/Safeguarding Audit: to note as reports have previously been shared.
- Covid Update provided based on DfE guidance from 22 April 22.
- HLA Evaluation and HE Assurance Statement: - reports shared at Education Committee meeting on 26 April and GB on 27 April
- MaSN Commissioning Note: Noted – NRC bid submitted as per deadline 10 May, with a further verbal update at agenda item 58.8
- CPD Progress Report 2: to note consideration and approval by GB on 27/4

- Translink Strike: Notification of strike action for week commencing 17 May 22 was received, with implications for students completing exams. Dr Monteith confirmed contingencies are in progress and communications will be issued to provide reassurance to students.

**Action: Communications to be issued collectively via the Principal's group to Translink highlighting impact on students.**

## **58.6 Teaching & Learning Committee Minutes**

The Teaching & Learning Committee minutes of 26 April 2022 were taken as read with key points included in VP Report.

## **58.7 VP Teaching & Learning Report**

Mrs Brown spoke to her report, referencing the breadth of subjects covered in the Teaching & Learning meeting. Mrs Brown noted ongoing activity with QMER 2, Traineeship Year 1 Business Case review, and the Entrepreneurship Hub.

A number of student successes were highlighted, including confirmation of 2 NRC students being selected to represent the UK at the Shanghai WorldSkills competition in October 2022. The Chair and Committee members conveyed their congratulations to both students and staff

Mr Shelvin proposed utilising former students to promote FE success at the College.

**Action: Maximise opportunities for publicity following World Skills Success**

**Action: Explore further possibilities of engagement with past pupils.**

## **58.8 Curriculum Plan and Applications Progress Update**

Mr Bolt detailed high level projected enrolments compared with pre-Covid levels, as an assessment of curriculum plan and levels of demand in advance of CDP. It was noted reporting structures are not like for like and do not include Essential Skills. Active applications are currently 75% of target and conversion rates change over the recruitment cycle.

Areas of low enrolments are monitored through the Curriculum Planning Team and it was noted that challenges are sector wide.

In relation to sectoral challenges, Mr Ballantyne updated governors on recent engagement with local football clubs. Governors would be supportive of plans to introduce an internal Football Academy.

Mr Ballantyne detailed the MaSN return, which is based on projections and noted the bid of 250.

Ms Small emphasised the CDP as requiring end of year projections applying retention targets and will detail different figures.

Committee members sought confirmation on the sustainability of the curriculum provision including average class sizes and retention rates.

### **58.9 New Provision 22/23**

The paper was taken as read and the committee was asked to approve new and extended curriculum as per governance requirement. Mrs Hampsey noted new provision in Health Social Care & Access resulted from extensive research and employer requests. Mr Ballantyne and Mrs Hampsey detailed challenges and risks to recruitment for 22/23.

The committee were content to approve all new provision.

### **58.12 Careers Team Update**

J Hemphill, N Davidson and U O’Kane joined the meeting at 5:30pm and provided an informative and comprehensive presentation. The Chair commended the excellent work completed by the team.

M Higgins sought the views from the careers team on engagements and targeting school students. The team referred to positive engagements and proposals to target at an early stage and proactive collaboration with DfE careers service.

The Careers Team left the meeting at 5:50.

### **58.10 Student Experience**

Dr Monteith informed Committee members that Mr Adam Chambers had stepped down from his role as Student President and a new student representative will be elected in September 2022.

Dr Monteith summarised the contents of the Student Experience report and highlighted the successful Student AGM which took place on the Newtownabbey Campus. 2 videos on Anti Bullying and Anti-Racism produced by NRC students were showcased and will be shared widely on Social Media.

### **58.11 Safeguarding Mid-Year Report**

Dr Monteith noted the increase in referrals for self-harm, this was raised in the Safeguarding audit and flagged as an area for the FE Sector to address.

Dr Monteith noted that 435 staff members have completed mandatory training and emphasised safeguarding is the responsibility of all staff within the college.

M Higgins and Mr Shevlin sought clarification on earlier interventions for students. Dr Monteith advised on several active interventions taken by the student services team.

### **58.13 Any Other Business**

The Chair thanked all governors for their attendance and support throughout the year. The Chair thanked the Curriculum Management Team for their informative reports, attendance and contribution

The Chair thanked Mrs McMullan from Directorate Administration for covering the meeting in Mrs Wallace's absence.

**58.14 Date of next meeting**

To be agreed in line with schedule of meetings for 2022/23

There being no further business, the meeting concluded at 6.20pm

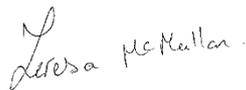
Mr K Chambers



Date 3 October 2022

(Chair)

Mrs T McMullan



(Acting Secretary)