

Northern Regional College

Education Committee

Minutes of the Education Committee meeting held on 26 April 2022 on Microsoft Teams, commencing at 5.00pm.

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

In Attendance: Mrs C Brown, VP Teaching & Learning; Ms H Hagan, Quality Manager; Ms J Small, VP Performance and Development.

Mrs K Wallace, Secretary

57.1 Apologies

Apologies were recorded for Mr A Chambers and Mr S Laverty.

The Chair and members extended congratulations to Mr McAllister on his forthcoming wedding.

Members noted that this was an additional Committee meeting to consider the 2 documents below.

57.2 Declaration of Interests

None.

57.3 Annual Quality Assessment Return (AQA)

Mrs Brown introduced Ms Hagan, responsible lead for steering input on both this document and the HLA Evaluation below, to the meeting.

Ms Hagan presented the HE Quality Review of Higher Education report to support the Annual Assurance Statement 2020-21. She advised that the paper was an internal document drawn up to provide evidence and assurance for governors and the Accounting Officer (AO), to enable the signing of the AQA return. The accompanying letter requesting submission of the signed return by 30 April, was noted.

Members considered and debated the document, which formed part of the internal self-evaluation process, and noted details of the external verification processes outlined in the document.

The Principal placed on record his thanks to Ms Hagan, Mrs Brown and Ms Small for the work carried out on collating the report and confirmed that he was comfortable for Committee to recommend signature of the document to the GB.

The Principal updated Committee on issues discussed at a meeting with the Department on 25 April, in relation to review of set policy through public consultation.

The Chair welcomed the consultation process and thanked all staff involved in the production of the report provided.

Action: Committee recommend to the Governing Body that the AQA return be signed by the AO on behalf of all governors.

57.4 HLA Evaluation

Ms Small presented the HLA Evaluation and highlighted a number of key points including: alignment to the Skills Barometer and industry needs; management structure to support delivery of HLAs; developing strategy to reflect new information received; consideration of an HLA Lead role to evaluate delivery of current HE provision.

Ms Hagan directed members' attention to the summaries in the report, which provided an evaluation of individual Department strengths underpinned by evidence, along with areas for development.

The Principal highlighted the success of HLAs as a result of engagement with employers and noted that this would become more demanding as placements were also required for Advanced Technicals (ATs). He emphasised that the theme of widening access for participants (WAPP) was reflected in both documents.

Dr Graham commended both of the very comprehensive documents presented and suggested that the HLA Course Director for Computing also have a role as a technical transfer director.

In response to a member's questions in relation to audit and risk controls, the Chair advised that the role of the Committee was to review and scrutinise the documents provided. The Principal and Ms Small then outlined existing processes, both internal and external, in place to provide assurance for governors.

The Chair confirmed that he was content to report to the Governing Body on a very detailed review of the Evaluation Template (Part One) and Commissioning Letter.

Ms Hagan emphasised the support of course teams and curriculum staff in the lengthy process entailed in putting together evidence and providing feedback for the above reports.

Mr Shevlin welcomed the broad insight into the validation process and noted information on the development of cross-sector information sharing via the Curriculum Directors and Quality Managers groups.

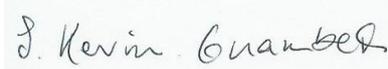
Action: Committee recommend the HLA Evaluation to the Governing Body.

57.5 Date of next meeting

11 May 2022 in Farm Lodge, commencing at 4pm.

There being no further business, the meeting concluded at 5.03pm

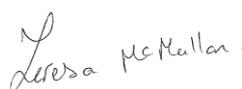
Mr K Chambers



Date 11 May 2022

(Chair)

Mrs K Wallace:



(pp)

(Secretary)

