

## **Northern Regional College**

### **Education Committee**

Minutes of the Education Committee meeting held on 28 February 2022 on Microsoft Teams, commencing at 5.00pm.

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

**In Attendance:** Mr A Ballantyne, Head of Business & Service Industries; Mr R Bolt, Curriculum Development Manager; Mrs C Brown, VP Teaching & Learning; Dr L Monteith, Head of Student Experience; Ms H Hampsey, Head of Health, Social Care and Access; Ms D Kerr, Head of Performance and Planning; Mr M Murray, Head of Advanced Technologies; Ms J Small, VP Performance and Development; Mr P Wallace, Principal Lecturer Traineeships.

Mrs K Wallace (Secretary)

#### **56.1 Apologies**

There were no apologies.

The Chair welcomed Mr A Chambers, Mr McAllister and Mr Shevlin to their first meeting of Committee.

#### **56.2 Declaration of Interests**

None.

#### **56.3 Minutes of the Last Meeting**

The draft minutes of the meeting held on 10 November 2021 were approved.

Proposer: Dr Graham Seconder: Mr Higgins

#### **56.4 Matters Arising**

Marketing and promotion of achievements will be included in Strategy Day under corporate services and external engagement discussion re maximising impact against budget constraints.

New and extended course provision is now open for applications for Sept 2022 and these will be monitored in alignment with process. Final enrolment targets will be confirmed in CDP, which is due for submission mid-May. No significant changes are expected to the CDP submission for next year.

Key messages at operational level from the monthly performance report will be covered in the VP summary report to Education Committee going forward.

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

Committee noted no change to Covid requirements for the College to date. The Minister and Department will continue to consider how best FE can operate to protect staff and student safety. Continued use of lateral flow tests is being encouraged.

An update to the Education Committee Terms of Reference membership was noted and member's attention was drawn to the indicative workplan contained therein.

After a brief discussion relating to the possibility of amending the days/times of future meetings, members agreed to give some thought to bringing forward meeting start times to 4.00 pm.

**Action: Members would consider rescheduling future meetings to commence at 4.00pm.**

Members noted that the required submission date of 30 April 2022 for the annual quality assessment return, would require Committee to meet in advance of the Governing Body (GB) meeting on 27 April.

**Action: The Secretary would survey members on a suitable date for a short, additional Committee meeting.**

## **56.6 Teaching & Learning Committee Minutes**

The Teaching & Learning Committee minutes of 1 February 2022, were noted.

## **56.7 VP Teaching & Learning Report**

Mrs Brown highlighted key issues from her report including Task & Finish group considering college response to HE provision; challenges to retaining improved learner outcomes going forward; requirement for refresh of quality assurance processes by end June 2022; and notification of an issue relating to CMI programmes, a formal update on which would be brought to the May meeting of Committee.

The final TAG audit report had been received. A number of control issues had been identified and were being transferred into an action plan for completion within the required timeframe. There is no impact on outcomes for learners. The report will be presented to Audit & Risk on 9 March.

The Principal advised that lessons learned following the speedy implementation of the new TAG process, would be applied to new programmes going forward.

**Action: TAG audit report to be shared with Committee members before the GB meeting on 23 March.**

Student achievements at the World Skills competition were recognised. Members noted that the main sponsors of the competition, Fanuc, had now volunteered to host the event in November 2022 at their Coventry premises. It was hoped to align a future date for NRC to host the competition with the opening of the new campuses, ie from 2023 onwards.

Members discussed the burden of SER/QIP requirements on the College and noted that the Principal's Group had identified a number of duplication issues in same and had requested a meeting with the Department to discuss. Committee also heard that work on simplification of the College SERQIP templates was in process.

Receipt of a JISC Community Champions Award by former staff governor, Angela Dynes, was recognised.

**Action: Mrs Brown would extend Committee's congratulations on the award to Ms Dynes.**

## **56.8 External Review**

Ms Hampsey gave a verbal update on College Connect, a ESF funded programme for L1 vocational and essential skills, run in collaboration with other colleges. Inspectors had visited

the College on 2 recent days and given very positive, high level, cross-college feedback on the programme and on the team. A formal report was expected within the next 4 weeks.

Dr Graham noted that this tied into the ETI report on the Entrepreneurship Hub, which had praised the particular work of the College on project based learning.

The Chair congratulated staff involved in this programme for their work on achieving an excellent outcome.

### **56.9 Student Experience Update**

Ms Monteith and Mr A Chambers presented this report and highlighted promotion of key issues, identified by students from the Student Experience Forum (SEF) in November 2021, via videos.

Students' union support for the work of a number of departments and organisations was welcomed and the team's success in engaging students was commended.

Mr A Chamber's referred to short and to the point surveys which could be promoted via social media as the means of maximising student engagement.

**Action: A live link to videos would be emailed to members.**

### **56.10 Essential Skills Action Plan**

Ms Hampsey outlined the background to the action plan and highlighted actions completed since the plan's implementation in 2019 (green actions). Members noted focus on quality improvement for the coming year, with the goal to continue to increase outcomes for essential skills.

The impact of grade inflation on support requirements for students, staff time and resources was noted and expected to continue into the coming year.

The Chair congratulated Ms Hampsey and staff involved in successfully taking forward work on the action plan.

### **56.11 Traineeships 2022/23**

For the benefit of new members, Mr Wallace outlined the background to the Traineeships and Advanced Technicals programme, introduced as a result of the 2015 DfE public policy 'Generating our Success – NI strategy for youth training'. He updated Committee on the current status of the programme and detailed plans for moving forward.

Members noted the implications of extended 2-year courses on College resources and recruitment needs.

The Chair thanked Mr Wallace for the presentation and noted the good work being done on the programme.

6.29pm – Dr Monteith left the meeting.

### **56.12 Whole College Quality Improvement Plan (WCQIP)**

Ms Small updated members on progress on the WCQIP, with 13 actions completed and 2 on track for completion. Members noted that the timeline for submission of the Plan would revert to the normal November deadline this year.

The Chair congratulated all involved for their work to date.

**56.13 Any Other Business**

Members thanked Mr Chambers for his first meeting as Committee Chair.

**56.14 Date of next meeting**

4 May 2022, location to be confirmed.

There being no further business, the meeting concluded at 6.45pm

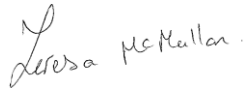
Mr K Chambers



Date 11 May 2022

(Chair)

Mrs K Wallace:



(pp)

(Secretary)