

Northern Regional College

Education Committee

Minutes of the meeting of the Education Committee held on 28 November 2019 at Farm Lodge campus and by Skype, commencing at 3.10pm

Present: Dr D Lennox (Chair) by phone, Ms A Dynes, Mr R Jay (via Skype) and Prof T Scott (via Skype)

In Attendance: Mrs M Donnelly (via Skype), Dr L Firth, Ms H Hagan, Mr M Higgins, Mr P O'Neill (via Skype) and Mrs K Wallace (Secretary)

45.1 Apologies

Mr Cochrane and Mr Taggart.

45.2 Declaration of Interests

None.

45.3 Minutes of Last Meeting

It was agreed that the minutes of the last meeting be considered, along with the minutes of the current meeting, at the next meeting of the Education Committee.

45.4 Whole College SER/QIP

Mr Higgins thanked the Education Committee for facilitating this meeting to discuss the SER/QIP and allowing the College to carry on with its timeframe for submission to meet the Department's timetable. Mr. Higgins thanked the team and referred to the efforts of Laura Firth and Hilary Hagan in the finalisation of the documents for submission.

Mr Higgins referred members to the Executive Summary of the Annual Submission document and highlighted the changes made to the earlier version presented at the meeting on 11 November. He noted that the 2019/20 QIP is significantly focused on the College's strategic priorities, with the key actions and timelines aligned with the 3-year Corporate Plan. Members were advised that any targets not fully achieved in 2018/19 would be carried forward to the 2019/20 action plan and noted two actions remaining as red within the 2018/19 QIP.

Mr Higgins, Dr Firth and Ms Hagan talked members through the documents and noted members' comments and suggested updates to a number of the objectives, narrative, outcomes and impacts. These would be incorporated into the final submission to be with the Department by 2 December 2019.

Dr Firth confirmed that specific actions relating to ES will be embedded into the 2019/20 QIP and members noted efforts made to align targets and actions across documents taking into account feedback from a former ETI inspector. Mr O'Neill reported on actions being taken to more closely align documents and prioritise actions and Mr Higgins highlighted to members that the 2019/20 QIP is a live document which will be updated during the year.

Mr Jay sought assurances on the changes reported within the final 2018/19 QIP compared to the earlier draft presented on 11 November. Mr Higgins provided assurance to the Committee that, following extensive work with HODs and a comprehensive review, evidence was in place to support additions including improvements as reported within the updated QIP for 2018/19.

ACTION: Committee were content to recommend, subject to the agreed amendments being made to the SER/QIP documents, that:

- the HE Statement of Assurance be signed off by the Principal and Chief Executive on behalf of Governors;
- the SER/QIP be signed off by the Chair of the Governing Body.

Mr Higgins noted the Chair's request for updates on in-year progress to be shared with the Education Committee

45.5 Date of Next Meeting

15 January 2020.

The meeting concluded at 4.20pm.

David Lennox: 

(Chair)

Date: 12.02.20

12 February 2020

Mrs K Wallace: 

(Secretary)