

MINUTES

PRESENT: Gordon Smith
Craig O'Donnell
Frances Wadsworth (Principal)
Jackie Wilding

ALSO ATTENDING: Andy Smith (Deputy Chief Executive)
Keith Oxspring (Chief Operating Officer)

APOLOGIES Clare Mackie
Matt Sims
Anita McGowan (Academic Staff Governor)
Melissa Drayson (clerk)

QUORUM The meeting was quorate throughout

TIMING 6.00pm – 8.00pm

		Lead
15.11	APOLOGIES FOR ABSENCE Those listed above. The Chair welcomed Jackie Wilding, who was attending the Committee in order to learn more about curriculum and quality monitoring.	
15.12	DECLARATION OF INTEREST No additional interests were declared in connection to items on the agenda.	
15.13	MINUTES OF THE MEETING HELD ON 4 MARCH 2015 The minutes were approved as a correct record.	
15.14	Matters arising from the minutes not already on the agenda There were no matters arising that were not already covered on the agenda.	
15.15	REVIEW OF 2014-15 PERFORMANCE Outcomes Andy Smith presented key aspects of the two QSR Reports included in the papers. He noted that there are three QSR reports, the third of which is the minimum standards report which SFA use to review performance against set standards of contract with the provider. If performance falls below the minimum standards SFA can give an NTI or withdraw funding.	

		Lead
	<p>Education and Training/classroom learning We are below minimum standards for English and maths for Adults, but given the National picture, AS outlined this may be a problem shared with others.</p> <p>Apprenticeships Apprenticeship completions have risen 65.7% in 2012/2013 to 78.7%- a healthy increase and this is now more than 10 percentage points above both the provider group and national rate. AS outlined that tidying the data to clear the “out- of- time” learners for timely success had adversely affected the outcome but this was still was a positive picture and some 12 percentage points above the provider group rate and national rate.</p> <p>AS outlined that outcomes were best in Heating and ventilation, plumbing, electrical installation, and also hospitality.</p> <p>Whilst there remain differences in completion rates between frameworks and age groups the gaps highlighted in the Ofsted inspection have been significantly reduced with a general rise in success rates.</p> <p>The Chair referred to Nick Boles recent comments at AoC that Colleges only do 30% of apprenticeships work in England, whilst private providers account for the bulk i.e. 70%. There is a challenge to Colleges to do more.</p> <p>Classroom based learning results AS outlined that this year the presentation shows “rolled up” outcomes, including all results, even if very short. This shows a different whole college picture.</p> <p>Vocational outcomes overall had flat lined, which was a disappointment, however the large volume of maths and English had depressed the overall outcomes, which now showed a decline for the overall college position.</p> <p>The difference in outcomes across the three years of the report is affected by the increased volume of students in 14/15 studying English & maths, but also more challenging level setting.</p> <p>AS commented that the national picture is not yet clear but that it appears most colleges have had impact from maths and English outcomes and that generally success rates are down.</p> <p>AS confirmed it was not a defence, as results need to improve but, for clarity, excluding SSAt 14.1: foundations for learning and life raised the top line results to 85%.</p> <p>AS outlined key areas for QI are attendance and punctuality, teaching, learning and assessment, English & Maths, monitoring students’ progress and providing constructive feedback and the accuracy of predictions. For governors, a line of enquiry would be the performance of students on the main vocational aims such as diplomas as well as the English and Maths they need to progress to the next level.</p> <p>The QiP outlines affirm these as priorities as well as tracking of learner progress.</p>	

		Lead
15.16	<p>SAR</p> <p>AS explained the new style SAR presentation, which is in line with the new CIF. He commented that further briefings for Board on the CIF would take place. He agreed with the suggestion that a brief guide for governors on the way the data is presented and how to challenge it would also be helpful.</p> <p>Areas for improvement</p> <p>AS outlined these as, Maths, English and Construction & Engineering - Success rates for construction were 74% and engineering was 77%.</p> <p>AS outlined that A levels had already been withdrawn with the final A2 cohort completing this year. Actions to address line management were already being taken for the other areas. A new Head of School had been appointed for Construction & Engineering and re-engineered responsibilities for English and maths.</p> <p>Governors explored the differential success rates of different ethnic groups in some detail. AS acknowledged that there was still much work to do in reducing the gaps but explained that the management view is that the gaps are due to relative socio-economic disadvantage rather than ethnic origin. A key group is looked after children (LACs) who are supported jointly by designated College staff and local authority staff. Monitoring, intervention and support have all improved but there is still a marked difference between the success rates of this group and the wider population. AS confirmed that reviewing the support provided for students from disadvantaged backgrounds remained a priority. The committee acknowledged the management position and requested an update on progress in the Summer term meeting of the committee.</p> <p>There was considerable discussion about the SAR grading and AS outlined the views of the external moderator, Beri Hare who had undertaken a rigorous review of the College's self assessment, testing the conclusions and evidence presented.</p> <p>The committee agreed that outcomes require improvement and would expect to see significant improvement in outcomes in construction and engineering and would recommend that governors scrutinise management's response to the considerable challenge presented by English and maths regularly through the year. It was agreed that such scrutiny include observations of teaching and learning of these subjects with managers responsible and discussion with students about their experiences. It was also agreed that teaching, learning and assessment should be graded good but the committee would monitor progress at each meeting and ask for attendance and punctuality to be included in the reports. The committee recognised the considerable challenges facing the College and that the SAR and QIP clearly set out how these challenges to further education should be met. Given the overall student performance, the clarity of the quality improvement plan and emerging evidence of further progress both leadership and management and overall effectiveness were graded good. The committee would make its recommendations to the full board.</p>	

		Lead
15.17	<p>QIP AS outlined that after consultation it had been agreed to focus on four areas:</p> <ul style="list-style-type: none"> • Teaching, Learning and Assessment • English • Maths • Leadership and management of study programmes • Monitoring Student progress and providing constructive feedback <p>The Committee agreed that these would be the right areas to concentrate on. AS outlined that consultation is being effected to flesh out the detail with managers and staff. This would then be presented to Full Board.</p> <p>AS noted that Value-Added also needed close attention and he would report further on these aspects. Students make progress broadly in line with their peers</p> <p>AGREED: that the SAR and the QIP priorities would be recommended to the Board for approval.</p>	DCE/Chair
15.18	<p>Annual Monitoring Report for HE</p> <p>AS outlined that he and the team are still consulting on the AMR and this would be circulated to all shortly for comment.</p> <p>AGREED: that all members would be invited to comment, and that the Chair and Vice Chair should have delegated responsibility review it and bring a recommendation to the Board for approval</p>	DCE/Chair and Vice Chair
15.20	<p>RISK MONITORING REPORT – LQC Items <i>Supporting paper for discussion</i></p> <p>OP 2, Income and Contribution targets, was discussed in detail and it was agreed that this was now of such important that this risk would benefit from being monitored by the full Board.</p> <p>The Principal agreed to make the changes and report at the next Board.</p>	Principal
15.21	<p>DATE OF 2015-16 MEETINGS 2 March 2016 14 June 2016</p>	
15.22	<p>ANY OTHER BUSINESS <i>Urgent matters notified in advance of the meeting</i></p>	