
MINUTES OF THE FORTY FOURTH MEETING OF THE EDUCATION COMMITTEE OF THE GOVERNING BODY OF THE NORTH WEST REGIONAL COLLEGE HELD IN MEETING ROOM 1, STRAND ROAD CAMPUS ON TUESDAY 10 APRIL 2018 @ 1600

PRESENT: Mr M O’Kane, Chair
Mr A Magee (until 1700)
Mr L Murphy, Principal & Chief Executive
Mr S McGregor
Dr M O’Neill (until 1650)
Mr B Quinn

IN ATTENDANCE: Mrs S Traynor, Vice Principal, Curriculum & Information Services
Mrs É Doherty, Governance Secretary

The Chair welcomed everyone and declared the meeting open at 1610.

44.1 APOLOGIES

Apologies were received from Mr P Canavan, Mr S Gillespie, Mrs L Taggart and post meeting apologies received from Mr E Kelly.

44.2 CONFLICT OF INTEREST DECLARATIONS/DECLARATIONS OF ANY OTHER BUSINESS

No conflict of interest declarations were made. There were no declarations of any other business.

44.3 MINUTES OF THE MEETING HELD ON 6 FEBRUARY 2018.

➤ **PREVIOUSLY ISSUED TO ALL MEMBERS**

Paper EC 44.3 Draft Education Committee Minutes of 6 February 2018

It was taken that the Minutes were read and were a true and accurate record of the meeting.

PROPOSED; Mr M O’Kane

SECONDED; Mr S McGregor

44.3.1 MATTERS ARISING – 6 February 2018 Committee Meeting

➤ **PREVIOUSLY ISSUED TO ALL MEMBERS**

Report 2 - College Use of External Sports Facilities

Drop in applications, pupils/students in the region leaving to study in Belfast and Great Britain rather than study locally. The Vice Principal hopes to bring data to the next Committee meeting.

Update: The Vice Principal reported that no data has been made available.

It was agreed this action be closed and should data become available the Vice Principal will bring this to the Committee.

College External Sports Facilities – The Vice Principal and HoD, Health & Sports will report at the next Committee meeting.

Update:

➤ **PREVIOUSLY ISSUED TO ALL MEMBERS**

Report 1 - Costs of Use of External Sport Facilities 2014/15 – 2017/18

The Vice Principal referred to the Report which detailed the hire costs to the College for the external sports facilities for the past three academic years and the spend to date for the current academic year.

Improved efficiencies has seen a noticeable fall in spend in the 2016/17 year. Discussion followed on the importance of access to high quality sport facilities to students. It was agreed that a Strategic Plan for the curriculum area of Sport and the use of sport facilities be drafted and presented to the Committee.

AGREED ACTION; The Strategy Plan to be provided at the June Committee meeting.

43.4 Chair's Business – Complaints & Compliments Policy

To recommend approval to the Governing Body

Update: Policy approved at the Governing Body meeting held on 6 March 2018.

43.5 Management Report

The Vice Principal to bring Sector data to the Committee on the success rates in the area of Science, Technology and Creative Industries.

Update:

➤ **TABLED TO ALL MEMBERS**

Performance Rates by Sector Subject Area Science, Technology & Creative Industries (FT/PT)

The Vice Principal referred to the tabled paper. It was highlighted the importance of retention, if the College retain students these students achieve well.

Student Retention - The Vice Principal to bring data on work on student retention to the Committee.

Update: Item included within Management Report (Ref: EC 44.5)

Self-Evaluation Document – Document to be sent to all members when final.

Update: Copy sent to members on 21 March 2018.

Request made for the offering of a programme for supporting teachers to help deliver mathematics.

Update: Included in papers (Ref: EC 44.5, Report 5)

44.4 CHAIR'S BUSINESS

The Chair reported that the vacancy still exists for a Vice Chair to the Committee. He made a further request that if any member wished to be considered for the post to contact him.

The Chair then invited Mrs Traynor, Vice Principal to present her report to members.

44.5 MANAGEMENT REPORT – Mrs S Traynor, Vice Principal Curriculum & Information Services**➤ PREVIOUSLY ISSUED TO ALL MEMBERS**

PAPER EC 44.5 Management Report

Report 1 - Enrolment -Comparison for Year End 2015/16, 2016/17 and March 2018

Report 3 - Higher Level Apprenticeship Pilots Quality Indicators (January 2018)

Report 5 - English & Mathematics Strategy

Report 6 - Correspondence from QAA re Quality Review Visit March 2018

Report 8 - Progress Report following US Trade Mission

Report 9 - Academic Standards Committee Minutes – March 2018

Report 9.1 - Academic Standards Committee Minutes – January 2018 with amendments

The Vice Principal provided an update on 2017-18 FLU estimate data as at 28 February 2018. This data reports that the College has an overall delivery of 89.5%. This figure is partly impacted by the pilots in Youth Training and Apprenticeships as these pilots have a separate funding stream. In 2017/18 the College enrolled 57 trainees/apprentices on these pilots.

Part- time FE provision has improved with the recent appointment of a Curriculum Manager who is responsible for Community Education. Enrolments in Work Based Learning have increased on the previous year. A discussion followed on the challenges the College faces with enrolments.

The Principal was delighted to report that following the recent QAA Inspection in March 2018 the draft report has now been received. QAA have awarded the College the highest rating of a 'confident' judgement. This high accolade was received for the higher education programmes for its management of standards and quality. The final report will be available to Committee members at the next meeting. Members welcomed the excellent outcome of the inspection.

Dr M O'Neill left the meeting during this item.

In continuing her Report the Vice Principal stated that the Quality Improvement Team (DfE) were currently undertaking a quality review visit in the College of HLA provision. The set of quality indicators that will underpin the evaluation process from the Department were included as a paper for the meeting. A report on the outcome of the review will be made available at the next Committee meeting.

The Vice Principal reported that there was good interest from the Primary Schools in the Mathematics Pilot Project. The Project was launched on 16 March 2018 and twelve schools have now been selected to participate in this project.

Mr A Magee left the meeting during this item.

The Vice Principal referred to the College's English and Mathematics Strategy. The three year Strategy includes challenging success targets for Essential Skills and GCSE.

➤ **PREVIOUSLY ISSUED TO ALL MEMBERS**

PAPER EC 44.3.1, Report 1 - Sector Benchmarking Data 2016/17

The Report highlighted that the College was ranked third in Sector Performance Rates 2016/17. The College has worked hard to achieve the highest achievement rate in the Sector (92.7% - 2016/17). Work is ongoing in relation to improving retention across all academic departments. The Head of Learner Services intends to establish a Student Success Strategy Working Group. The main focus will be on sharing activities and strategies that improve retention and student success rates. The Vice Principal and Head of Quality Enhancement are currently undertaking a review of retention across HLA provision. Action Plans will be prepared with targets for improved retention on these programmes.

In reference to recent curriculum events the Vice Principal was delighted to report the College had won, 'Best Overall Performing College' and received 1st prize in the Photography and Ad Production categories at the recent Cross Regional College Sector Media Competition, March 2018.

Other events recently held included the Building Information Modelling (BIM), Google Garage and the Science Exchange projects.

The College hosted the Skill Build NI National Finals on 23 March 2018 in the Greystone Campus in association with CITB. The College won first prize in the dry lining competition. The successful student will now proceed to the World Skills Final.

It was proposed that the Committee draft a letter of appreciation to the sponsor body, CITB and Mrs K Moore, HoD, Training and Skills for their work in a very successful event.

AGREED ACTION; The Committee Chair to send a letter of appreciation to CITB and Mrs K Moore.

In concluding her report the Vice Principal updated members on the work taking place to help build on the links made during her visit to the 'Golden Bridges' Trade Mission to Boston and Philadelphia in November 2017. The main focus of the mission was to explore and establish partnerships and links with community colleges in the Boston/Philadelphia regions with a view to sharing expertise and working together on some curriculum specialist work and student exchange opportunities.

The Vice Principal referred to the Academic Standards Committee Minutes and highlighted the two new full time courses that have been approved to help grow the HE provision and are planned to be offered in 2018/19; HNC in Healthcare Practice and HNC in Social and Community Work.

The Chair thanked the Vice Principal for her report.

44.6 CORRESPONDENCE

There was no correspondence received.

44.7 ANY OTHER BUSINESS

The Principal reported he was seeking approval for a joint agreement with the College, Derry City & Strabane District Council and Ulster University, Magee to share a post for work relating to the UNESCO/Learning City education piece.

It was agreed to recommend approval to the Governing Body for the joint post.

PROPOSED; Mr M O’Kane

SECONDED; Mr S McGregor

44.8 RESERVED BUSINESS

Taken separately.

That being the end of business the Chair thanked everyone and brought the meeting to a close at 1725.

Date of Next Meeting: 5 June 2018

SIGNED: _____ **CHAIR**
Mr M O’ KANE

DATE; 5 JUNE 2018

APPROVED