
**MINUTES OF THE SEVENTY SECOND MEETING OF THE EDUCATION COMMITTEE HELD ON
12 FEBRUARY 2025, COMMENCING 16:00 VIA MICROSOFT TEAMS**

PRESENT:	Mr P Clancy, Committee Chair Mr B Dougherty Mrs M Gormley Mr L Murphy, Principal & Chief Executive (from 16:15) Mr B O'Neill Mr F Smyth Mr P Thompson (until 17:12) Ms V Toland (from 16:24)
IN ATTENDANCE:	Dr C O'Mullan, Director of Curriculum & Academic Standards Ms G Moss, Head of Client Services Mrs K Moore, Head of Quality & Performance (for item 72.0 only) Mrs É Doherty, Secretary to the Governing Body
APOLOGIES:	Dr S Fisher

72.0 PRESENTATION

The Committee Chair welcomed everyone to the meeting and invited Mrs K Moore to present her report. The Head of Quality & Performance apprised the Committee of the new structure for the Department of Quality and Performance.

This was followed by the Vision Statement and key priorities for the Department. One of the key priorities is to refresh the College Digital Strategy and align this with the Government priorities.

In relation to the NISRA FELS in year data for 2023/24, retention increased by 1.1% (89%), achievement increased by 1.6% (87.2%) and success increased by 2.3% (77.6%). ETI whole course data for 2023/24 was showing, retention for Levels 1-3 increased on 2022/23. For Levels 4 and above there was a decline by 2.5% on 2022/23.

Achievement rates for 2023/24 declined in Level 1 by 4.9% on 2022/23.

Levels 2, 3 and Levels 4 and above improved by 3% on 2022/23 rates.

Mrs Moore provided detail on the ETI Evaluations, work of the Progress Boards and Performance Reviews for this academic year.

The meeting was presented with the progress update at February 2025 on the WCQIP 2024/25 Action Plan.

Mrs Moore left the meeting at this juncture.

72.1 WELCOME

The Committee Chair formally opened the meeting.

72.2 CONFLICT OF INTEREST DECLARATIONS/DECLARATIONS OF ANY OTHER BUSINESS

There were no conflicts of interest declarations. There were no declarations of any other business.

72.3 DRAFT MINUTES OF THE COMMITTEE MEETING HELD ON 13 NOVEMBER 2024➤ **PREVIOUSLY ISSUED TO ALL MEMBERS**

Report Draft Education Committee Minutes of the meeting held on
13 November 2024

The Draft Minutes were taken as read and agreed were a true and accurate record of the meeting.

PROPOSED, Mr P Thompson

SECONDED, Mr F Smyth

REPORT 1 MATTERS ARISING – 13 November 2024, Committee Meeting

71.4 The Committee Chair sent a note of thanks to Ms F Moran, PL in Sustainability & Social Responsibility for her participation in the panel discussion at the NW Future of Energy Conference at Ebrington Hotel.

71.5, Report 6a The Whole College Quality Improvement Plan 2023/24 was approved at the Governing Body meeting held on 20 November 2024.

71.6 Following an invite from fellow Governor Mr B Dougherty, the Committee Chair and Ms G Moss met in New Gate Arts on 8 January 2025. The Committee Chair reported on the three key outcomes from the meeting.

72.4 COMMITTEE CHAIR'S BUSINESS

The Committee Chair reported that he attended the ETI feedback meeting on Traineeships on 16 January 2025. This item will be covered further under item 72.5, Reports 6 and 7.

72.5 MANAGEMENT REPORT – Dr C O'Mullan, Director of Curriculum & Academic Standards.➤ **PREVIOUSLY ISSUED TO ALL MEMBERS**

EC 72.5 Management Report
Report 1 Draft College Development Progress Report – November 2024
Report 2 CDP Targets v Actuals as at 7 February 2025
Report 3 DfE Correspondence – HLA Application Process 2025/26
Report 4 DfE Apprenticeship Inclusion Challenge Fund – January 2025
Report 5 DfE Consultation – Summary of Responses - January 2025
Report 6 ETI Evaluation Presentation - 13 January 2025
Report 7 ETI Feedback Traineeship Evaluation – 16 January 2025
Report 8 Sustainability & Social Responsibility Report
Report 9a NWTEC Activity Report
Report 9b NWRC Project Activity Report

Report 10 Academic Standards Committee Draft Minutes - October 2024

Report 1 Draft College Development Progress Report – November 2024

The Director of Curriculum & Academic Standards reported that the 2024/25 CDP was approved by DfE on 10 January 2025.

The latest CDP Progress Report was submitted to DfE on 18 December 2024 and a high-level overview of the current position was referred to in Report 1.

Report 2 CDP Targets v Actuals as at 7 February 2025

Updated actual enrolments against targets as of 7 February 2025 were noted in Report 2. Part-time provision targets are still a work in progress through the academic year.

Retention rates at 5 February 2025 was 93.34% and attendance, full-time was 85.11% and part-time 88.73%.

Sector performance rates for 2023/24 provided for the College were showing a slight increase on previous years in relation to retention, achievement and success rates.

The College was ranking joint 3rd in the Sector in relation to success rates at 78%.

The Principal reported that initial budgetary meetings have taken place with the Department (DfE). 2025/26 will be a challenging fiscal year. In this context the Director of Curriculum & Academic Standards reported that focus continues to increase part-time enrolments to reach the 2024/25 targets and to refine the curriculum planning for next year to try and increase both full-time and part-time enrolments, within the financial constraints.

Within the Sector the College has the highest number of learners enrolled that are domiciled in quintiles 1 & 2. This figure relates to 59% of learners for the academic years 2019/20 – 2023/24.

A discussion took place on the declining enrolments within the Sector. The importance of the value recognition on the students' journey was highlighted.

Report 3 DfE Correspondence – HLA Application Process 2025/26

Governors were alerted to the HLAs for 2025/26 that have been commissioned and the HLA offers planned for 2025/26. The MaSN bids are being collated for 2025/26 pending the DfE commissioning letter.

Report 4 DfE Apprenticeship Inclusion Challenge Fund – January 2025

The Director of Curriculum & Academic Standards was pleased to report on the successful application for the DfE, Apprenticeship Inclusion Challenge Fund.

Report 5 DfE Consultation – Summary of Responses January 2025

The summary of responses on the consultation on the proposal to integrate additional disability support within the DfE Training Programmes at Entry Level and Level 1 was noted. The College already provides support to pupils at these levels.

Report 6 ETI Evaluation Presentation 13 January 2025**Report 7 ETI Feedback Traineeship Evaluation – 16 January 2025**

It was highlighted with the presentation (Report 6) that in 2023/24, 57% of students achieved diploma status, 24% achieving Certificates and 17% received components. The Director of Curriculum & Academic Standards reported that feedback from the ETI Traineeship Evaluation was positive with some minor areas for improvement. Two Key findings noted the success rates in numeracy need to improve and challenges around retention with two year programmes.

Traineeship outcomes for 2023/24 showed distance travelled in relation to literacy, numeracy and transversal skills achievements.

Report 8 Sustainability & Social Responsibility Report

The Director of Curriculum and Academic Standards reported on the key highlights within the report. Ms Moran, PL in Sustainability & Social Responsibility and Prof Ó'Néill (GB Chair) are presenting at the Skills & Education Group Annual Showcase Conference on 6 March 2025.

Report 9a NWTEC Activity Report**Report 9b NWRC Project Activity Report**

The Director of Curriculum & Academic Standards reported on the key strategic highlights on project activity. The Principal reported that to grow and sustain these new streams of income, estates and staff resources need to be established.

In relation to Skills competitions there has been an increase in students participating in various competitions. As part of the NI Apprenticeship of the Year Award, the College and DCSDC were shortlisted for the Public Sector Employer in Partnership with a Training Provider Award to take place in March 2025.

Acknowledgements were noted on the SSE Scholarships on its eighth year supporting students and the Honourable Irish Society Scholarships awarded in February 2025.

Report 10 Academic Standards Committee Draft Minutes – January 2025

The Committee noted the report which reflects the level of detail the Academic Standards Committee cover in assuring the standards and quality of HE provision.

The Committee Chair thanked Dr C O'Mullan and invited Ms Moss to report next.

72.6 MANAGEMENT REPORT – Ms G Moss, Head of Client Services**➤ PREVIOUSLY ISSUED TO ALL MEMBERS**

Report 1	Equality Report
Report 2	Safeguarding Report
Report 2.1	Safeguarding Care & Welfare Policy & Procedures – December 2024

Report 1 Equality Report

The Head of Client Services reported on the new awareness days promoted throughout the College.

The Equality Commission provided a positive response to the Section 75 Annual Progress Report 2023/24 and acknowledged the range of work undertaken.

The College continues to work towards achieving White Ribbon NI accreditation in line with the Programme of Government's strategy to end violence against women and girls.

It was agreed it would be useful for Governors to undertake training delivered by White Ribbon NI.

Works continues becoming a College of Sanctuary with a final submission due at end of February 2025. The Health & Wellbeing Committee continue to meet. At their December meeting it was agreed to consider development of a mandatory online mental health training for all staff.

Report 2 Safeguarding Report**Report 2.1 Safeguarding Care & Welfare Policy & Procedures – December 2024**

The Head of Client Services reported that there was a significant increase of 38 referrals to the Safeguarding Team compared to September – January 2024/25. Anxiety continues to be the most common reason for referral.

Discussion took place on the College capturing data in relation to the social value element for learners. The Committee Chair concurred with this suggestion.

- **It was agreed recommend to the Governing Body to commission a piece of work.**
- **Mr B O'Neill agreed to share sample Terms of Reference of Social Impact reports with Dr O'Mullan & Ms Moss.**

The Head of Client Services in continuing her report provided further details on the work of the Safeguarding Team. This included a promotion to help moderate students screen time through a Wellness Productivity App, 'Fluid Focus'.

The PSNI and Derry City & Strabane District Council provided the Safeguarding Team with 250 safety alarms for students following the recent incidents in the City.

72.7 CORRESPONDENCE

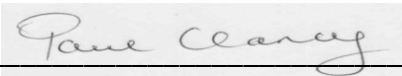
There was no correspondence received.

72.8 ANY OTHER BUSINESS

There was no other business to discuss.

DATE OF NEXT MEETING - 28 May 2025, later amended to 4 June 2025.

The Committee Chair thanked everyone for their contributions and attendance and closed the meeting at 18:01.

Signed 
M P Clancy, Committee Chair

Date 4 June 2025