
MINUTES OF THE FORTIETH MEETING OF THE EDUCATION COMMITTEE OF THE GOVERNING BODY OF THE NORTH WEST REGIONAL COLLEGE HELD IN MEETING ROOM 2, STRAND ROAD CAMPUS ON TUESDAY 04 APRIL 2017 @1600

PRESENT: Mr M O’Kane (Chair)
Mr P Canavan
Mr S McGregor
Mr B Quinn

IN ATTENDANCE: Mr D Kinnaird, Vice Principal, Curriculum & Information Services (until 1700)
Mrs D Lavery, Head of Department, Science, Technology & Creative Industries, (until 1700)
Mrs D McElwee, Head of Department, Quality Enhancement (from 1640)
Mrs É Doherty, Governance Secretary

The Chair welcomed everyone to the meeting with an extended welcome to Mr D Lavery, Head of Department, Science, Technology & Creative Industries.

40.1 APOLOGIES

Apologies were received from Mr M Cooper, Mr G Killeen, Mrs K Duffy and Mr L Murphy.

40.2 CONFLICT OF INTEREST DECLARATIONS/DECLARATIONS OF ANY OTHER BUSINESS

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

40.3 MINUTES OF THE MEETING HELD ON 07 FEBRUARY 2017

➤ **PREVIOUSLY ISSUED TO ALL MEMBERS**

Paper EC 40.3 Draft Education Committee Minutes of 7 February 2017

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

PROPOSED; Mr P Canavan

SECONDED; Mr B Quinn

40.3.1 MATTERS ARISING

39.3.1 Matters Arising

The Principal to report to the Committee on the meeting held with school Principals on supporting mathematics development in the region.

Action taken: A further meeting was held with school principals on 28 March 2017. In the Principal’s absence, Mr Lavery indicated that he attended this meeting and one action from this meeting was an invite extended to him to meet with the Foyle Learning Community on 30 March 2017 to speak on this issue.

Further details on the Maths Centre will be provided later in the meeting (ref 40.5).

Mr Lavery to be invited back to the Committee for updates on the Maths Centre

Action taken: Mr Lavery in attendance at today's meeting and to report under this item. (Ref: 40.5)

39.5 Management Report

The Vice Principal to update the Committee with progress on the College Retention Working Group.

Action taken: Noted within Management Report EC 40.5, no 5

40.4 CHAIR'S BUSINESS

The Chair reported this was Mr David's Kinnaird's last Education Committee meeting to attend. Mr Kinnaird will take up a secondment as Project Director with the sector-wide Systems Technology and Services Project, where he will lead the implementation of a new Learner Management System for the FE Sector in Northern Ireland.

On behalf of the Committee, the Chair wished to thank David for his support and wished him well in his new position. The Chair also wished to thank his Personal Assistant, Mrs Aisling McHugh who had recently left the College. The Chair extended his gratitude to Aisling and wished her well.

40.5 MANAGEMENT REPORT – MR D KINNAIRD, VICE PRINCIPAL, CURRICULUM & INFORMATION SERVICES

➤ **PREVIOUSLY ISSUED TO ALL MEMBERS**

PAPER EC 40.5 Management Report

Report 2 – Quality Improvement Plan

Report 3 – Qualification Status GCSE Maths and Previous Schools Attended by College Students

Report 7 – Academic Standards Committee Minutes – February 2017

The Vice Principal highlighted the following items within his report;

The Bilateral Meeting with the Department took place on 9 March 2017. There was significant discussion in relation to estimated College under delivery in relation to 2016-17 FLU and the proposals for 2017-18 FLU. No agreement was reached at the meeting and discussions are ongoing before a final FLU target and budget can be reached.

ETI INSPECTION/EVALUATION – QIP – Report 2

The Director referred to the Action Plan which has been drawn up to address the areas for improvement which were identified following the ETI Report on the Colleges' processes for self-evaluation and quality improvement planning in January 2017. This will be monitored through the Colleges' Quality Enhancement Unit. Updates on progress will be brought through the Committee.

QUALIFICATION STATUS AND PREVIOUS SCHOOLS ATTENDED BY COLLEGE STUDENTS – Report 3

The Director noted at the last meeting a request was made to show this information numerically instead of on a percentage basis. Report 3 now shows the numerical versions for both grammar and non-grammar schools.

The reports highlight there is a significant issue in the Derry City & Strabane area in pupils achieving grades GCSE A*- C2 in 5 or more subjects including English and Maths. The Director reminded members that the information within the two reports were for Committee purposes only.

MATHS CENTRE UPDATE

Mr Danny Laverty, HoD, Science, Technology & Creative Industries provided an update to the Committee on the Maths Centre since the last Committee meeting. Mr Laverty reported that there has been a 33% increase in the number of new students accessing support from Semester 1. There are two student volunteers, one in Strand Road Campus and one in Limavady Campus to provide peer support to students. This initiative is working well. A recent meeting took place with Letterkenny Institute of Technology (LYIT) and they agreed to work collaboratively with the College to develop raising the profile of mathematics in the North West.

Mr Laverty continued his report and provided details of the upcoming conference to be held in the College on 26 May 2017, 'The Key role of tutors of mathematics and statistics in post-secondary education'.

Mr Laverty referred members to the proposal for a Pilot Project with primary and secondary schools in collaboration with LYIT to support mathematics development. Mr Laverty provided detail on the breakdown of the costings for the existing Maths Centre and the proposed additional costs for the pilot project.

Members considered the proposal and Mr Laverty answered queries from members. Members welcomed the initiative and were content to recommend approval.

AGREED ACTIONS;

- **Recommend to the Governing Body the approval for the Proposed additional costs of £108K for the Pilot Project for primary and secondary schools.**
- **Mr D Kinnaird to arrange for a demonstration of the Cube at the next Governing Body meeting.**

PROPOSED; Mr B Quinn

SECONDED; Mr S McGregor

RETENTION

The College's Retention Working Group has now been established and will report actions to support student retention to the Leadership & Management Team. The group is chaired by the Head of Student Services. The group will identify common issues within the student body, examine sector data, consider all aspects of the student's journey and what impacts retention.

AGREED ACTION;

It was agreed to ask Head of Student Services, Ms Karen Moore to attend the next Committee meeting and update members on this matter.

WBL STRATEGIC PLAN

The Vice Principal reported that a draft Work Based Learning Strategic Plan is currently being consulted on internally and will be available for the next Committee meeting.

An executive summary was provided to members. Robust targets for improvement have been set, the Vice Principal highlighted this is a challenging area for the College, work placements can be difficult to source in certain areas.

ACADEMIC STANDARDS COMMITTEE –Report 7

Members noted the Minutes of the Academic Standards Committee meeting of 15 February 2017.

The Chair thanked the Vice Principal for his report.

40.5.1**➤ PREVIOUSLY ISSUED TO ALL MEMBERS****40.5.1 Quality Assessment in Higher Education**

The Chair welcomed Mrs D McElwee, Head of Department, Quality Enhancement to the meeting.

Mrs McElwee reported that a new approach to quality assessment will be implemented in Northern Ireland for the academic year 2017-18. Mrs McElwee referred to the three core elements of the new model.

In preparation for next year's HE review a governor is required to be nominated for the oversight of HE. The role of the Governing Body would be to receive reports and challenge assurances from within the institution.

AGREED ACTIONS;

- **The Education Committee to consider and nominate a Governor to oversee HE.**
- **A member requested that the UK Quality Code for Higher Education and the HE Code of Governance be available to members on the Document Library, MinutePad. The Secretary to arrange.**

40.5.2**➤ PREVIOUSLY ISSUED TO ALL MEMBERS****40.5.2 College Operational Plan/Quality Improvement Plan March 2017 Update**

Mrs McElwee referred members to the report and provided detail on the few actions that were not on schedule. Members noted the report.

40.6 SCHEDULE OF MEETINGS 2017/18

Members noted the report.

40.7 CORRESPONDENCE

There was no correspondence received.

40.8 AOB

There was no other business to discuss.

That being the end of business the Chair thanked everyone and brought the meeting to a close at 1710.

Date of Next Meeting: Tuesday 6 June 2017

SIGNED; _____ **CHAIR**
Mr M O’Kane

DATE; 6 June 2017