

The Governing Body of Southern Regional College

Meeting of the Education Committee of the Governing Body scheduled for **Tuesday 29 September 2020 at 17.30 via TEAMS.**

| Item No | Item | Papers | Action | Presenter | TOR |
|---------|--|----------|----------|---------------|------------|
| 1. | Apologies for Absence | Verbal | Noting | Clerk | |
| 2. | Declaration of Interests | Verbal | Noting | Chair | |
| 3. | Minutes of meeting 19 May 2020 | Enclosed | Approval | Chair | |
| 4. | Matters Arising | Verbal | Noting | Chair | |
| 5. | Chairman's Business | Verbal | Noting | Chair | |
| 6. | Student Council Summary Report | Enclosed | Noting | Mrs McKeown | 6 |
| 7. | Education Committee Annual Report | Enclosed | Approval | Chair | 1 - 10 |
| 8. | Education Committee Terms of Reference | Enclosed | Approval | Chair | 1 - 10 |
| 9. | Level 2 Balance Scorecard close out | Enclosed | Noting | Mr Kilpatrick | 5, 7 |
| 10. | Whole College QIP 2019-20 close out | Enclosed | Noting | Mr Kilpatrick | 7 |
| 11. | Enrolment position <ul style="list-style-type: none"> • Analysis of Higher Education Enrolments | Enclosed | Noting | Mr Kilpatrick | 1, 2, 4 |
| 12. | Curriculum Planning Strategy | Verbal | Noting | Mr Kilpatrick | 1, 2, 4, 8 |
| 13. | Curriculum Directors Working Group | Verbal | Noting | Mr Kilpatrick | 1, 2, 4 |
| 14. | ETI Curriculum Planning Level 3 | Enclosed | Noting | Mr Kilpatrick | 1, 2, 8 |
| 15. | Quality Improvement Plan submission request | Enclosed | Noting | Mr Kilpatrick | 2 |
| 16. | Policy review: <ul style="list-style-type: none"> • Hardship Fund <ul style="list-style-type: none"> ○ CEF Circular 05/20 | Enclosed | Approval | Mr Doran | 9 |
| 17. | Any other business | Verbal | Noting | Chair | |

Date and Time of Next Meeting – Tuesday 1 December 2020 at 17.30 via TEAMS

Distribution List:

Members: Mr Gordon Gough (Chair), Mr Brian Doran (Chief Executive), Mr Andrew Saunders (Chairman of the Governing Body), Mr Aidan McCormick, Prof Gregory O'Hare, Mr Matthew Turner and Mrs Nicola Wilson.

Attendees: Mr Keith Kilpatrick (Director of Curriculum), Mrs Lorraine McKeown (Assistant Director Student Services & Marketing), Brendan McGuigan (Boardroom Apprentice) and Miss Lindsay Armstrong (Secretary to Governing Body).

TERMS OF REFERENCE

The Education Committee is authorised by the Governing Body to oversee college curricular provision, especially the nature, quality and performance of the provision and the extent to which it meets the needs of the community the College seeks to serve.

The responsibilities of the Education Committee are to:

1. Ensure that the College educational and training mission at all levels [FE, HE etc] is appropriate to the needs of its students and the community;
2. Ensure that the nature, range, accessibility and quality of the College curriculum provision is appropriate to students and employers;
3. Ensure that separately funded and contracted programmes, such as Training for Success, are effectively delivered and monitored;
4. Monitor the impact of DfE strategic proposals, the broader educational environment and current issues in the educational environment on current and future curricular provision;
5. Review the systems used to monitor the quality and effectiveness of teaching and learning;
6. Review the quality of provision of student services including support services, career guidance and learning resources;
7. Review and evaluate students' outcomes including enrolment, retention and achievement rates through the College Self Evaluation Process;
8. Evaluate the relevance of the curriculum to the educational and vocational needs of all of its students including those students with special educational needs;
9. Review College policy and procedure with particular reference to the provision of education and training;
10. Provide assurances to the Governing Body on the College's higher education provision.