# MINUTES OF A MEETING OF THE SOUTHERN REGIONAL COLLEGE GOVERNING BODY HELD ON TUESDAY 20 APRIL 2021 AT 17.30 VIA TELECONFERENCE.

## PRESENT:

Mr Andrew Saunders (Chair)
Mr Brian Doran (SRC CEO)
Mrs Teresa Campbell
Mr Gordon Gough
Mr Aidan McCormick
Mr John Nugent
Prof Gregory O'Hare
Mr Tom Redmond
Dr Eileen Stewart
Mrs Judith Thompson

Mrs Nicola Wilson

## IN ATTENDANCE:

Mr Keith Kilpatrick, Director of Curriculum Mr Terry McGonigal, Director of Finance and Planning Mr Raymond Sloan, Director of Client Services Mrs Ann Marie Hughes, Assistant Director HRD Miss Lindsay Armstrong, Secretary to the Governing Body

The meeting convened at 17.34.

## A01. APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Arder Carson.

## A02. DECLARATION OF INTERESTS

The Chair reminded those present to declare at the commencement of the meeting any conflict of interest held in matters to be discussed.

Mrs Wilson declared an interest as employee of Armagh, Banbridge and Craigavon Borough Council.

## A03. MINUTES OF THE GOVERNING BODY MEETING 23 MARCH 2021

The minutes of the Governing Body meeting of 23 March 2021 were reviewed for accuracy, approved on proposal from Mrs Wilson and seconded by Mr Nugent.

#### A04. MATTERS ARISING

Mr Saunders advised that the gender analysis report will be brought to the full Board meeting in June after having been reviewed by the Staffing Committee.

Members noted that all actions carried over from the previous meeting are being addressed.

## A05. CHAIRMAN'S BUSINESS

Mr Saunders advised that dates have been set in May for the official openings of Banbridge and Armagh campuses. He informed that the events have been scaled back due to the current health restrictions and preparations for a greater opening are being progressed for the beginning of the next academic year.

## A06. RESUMPTION

Mr Doran informed Members of the extensive engagement with DfE to progress movement to Stage 2 of the Roadmap to Recovery. He reminded Members that since January the majority of fulltime higher and further education students had moved from an alternating model of delivery to distance learning. Members were advised that all year groups returned to face to face delivery in schools after the Easter break.

## ACTION By whom

Mr Doran confirmed that the College had been addressing calls from staff, students, parents and school principals to explain why students had not returned after Easter. He advised that an updated direction was received from the Department on 16 April informing Colleges that students involved in close contact areas including hairdressing, barbering and beauty will be able to resume practical skills training and assessment from 23 April in line with the re-opening of the wider sector.

Mr Doran advised that the Minister has also agreed that school pupils, studying at colleges under the Entitlement Framework can return to on-site learning from the week commencing 19 April 2021. He informed that this specifically relates to school pupils who are undertaking practical courses including Occupational Studies or other courses with a practical element where assessments or activities to enable the award of a Centre Determined Grade need to be carried out, and these pupils can return to on-site learning from next week. Mr Doran stated pupils returning to on-site provision must follow the Further Education Guidance whilst on college premises including the wearing of face coverings and adhere to all the requirements for mitigations and risk assessments previously in place.

Mr Doran explained that for other college students, colleges were given approval to determine which learners need to return on-site to undertake or complete practical skills training, assessment and where necessary on site examinations.

In response to a query from Mrs Thompson, Mr Doran advised that contact tracing process agreed with PHA is carried out within SRC and advised of a dedicated Covid champion collating figures on staff and students who have tested positive or are isolating. He confirmed that the figures are shared with staff on a weekly basis and the data records individual campus results.

Mr Doran informed that the data is shared with the Department for the Economy and advised on considerations unique to colleges reasoning the age profile of individuals accessing the campuses.

Mr Doran committed to share the SRC Covid data with the Governing Body.

Mr Doran

Mr Doran advised on processes developed for the Covid champion to alert the Estates Team to conduct enhanced cleaning of areas where confirmed cases have been reported. In response to a query from Dr Stewart, Mr Doran advised that every effort will be made to maximise class time when hair and beauty students are permitted to undertake the practical element of their courses before the end of the summer. He explained that additional resources had been committed to the Faculty to permit this.

Mr Kilpatrick informed on time limitations unique to Northern Ireland, advising that NI are currently a month behind the English restrictions being eased and informing that NI colleges also finish up studies a month prior to their English counterparts. He spoke to the potential detriment for college learners through centre assessed grading.

Mr Doran paid tribute to Mr Kilpatrick and the curriculum team, informing Members that the sector Curriculum Directors are leading the process to advance the awarding of centre determined assessments with awarding organisations and highlighted that the regulator should have been leading on this. Mr Doran further paid credit to lecturing staff who are honouring their commitment to support students obtain qualification and progress in their education.

Mr Sloan cautioned that there may be members of lecturing staff who will work to action short of strike that could impact on the College's ability to ensure students complete before the end of the academic year.

| A07. CENTRE DETERMINED GRADES   |
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| Mr Kilpatrick referred Members to the Centre Determined Grades policy produced to provide assurance on regulation. He informed that the document has been requested by CCEA Awarding Organisation and will thereafter be issued to the regulator. He advised that the policy is primarily aimed at A level and GCSE provision and the School Partnership Programme. |
| Mr Kilpatrick provided an overview on processes addressed within the document assessing roles and responsibilities, training, support and guidance and the accumulation of appropriate evidence. He advised on considerations given to internal standardisation, bias and discrimination and the potential for assessment malpractice.                              |
| Mr Kilpatrick informed that the policy details procedures previously determined and lessons learned. He spoke to a layered procedure established to ensure the protection of individual lecturing staff due to the robust nature of the process.  |
| The policy was unanimously adopted by the Governing Body.   |
| A08. ANY OTHER BUSINESS   |
| None.   |
| A09. DATE AND TIME OF NEXT MEETING  |
| The next meeting of the full Governing Body is scheduled for 17.30 on Tuesday 22 June 2021.   |
| The meeting concluded at 18.19.   |
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CHAIR

DATE