

## BARNSELY COLLEGE BOARD OF GOVERNORS

### MINUTES OF THE MEETING OF THE QUALITY AND STANDARDS COMMITTEE HELD ON 24 JUNE 2015

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<b>PRESENT</b>	J Thirkell	Governor
	N Bowen	Governor
	C Booth	Governor
	P Bird	Governor (Staff)
	S Burkinshaw	Governor (Student)

<b>IN ATTENDANCE</b>	D Harding (VP Quality & Adults)
	C Webb (Deputy Principal)
	A J Oaks (Clerk to the Board)
	L Copley (AP HE)
	J Miccoli (VP Teaching & Learning)
D Murray (AP 14-19 Vocational)	

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#### APOLOGIES

15.47 There were no apologies.

#### MINUTES

15.48 The Minutes of the meeting held on 30 April 2015 were agreed as a true and accurate record and were signed by the Chair.

#### MATTERS ARISING

15.49 The Committee received a list of actions arising from the last meeting. With regard to an overview of the CiF, (Minute 15.43 refers) the VP Q&A confirmed that the new framework had been issued the previous week. In respect of College performance (Min 15.45 refers), the VP Q&A proposed reporting the outcome to the next meeting as it would be possible to compare performance to the new measures. Noting that the next meeting would not be held until November, the Committee requested the VP provide the report by email to the Committee before the end of term, in addition to an overview of the CiF.

**RESOLVED 15.49 that the VP Q&A provide a report on College Performance in comparison to sector and an overview of the CiF, to the Committee before the end of the summer term.**

#### TEACHING AND LEARNING UPDATE

15.50 The Committee received a comprehensive report from the VP T&L summarising activities being undertaken to support and monitor improvements in teaching, learning and assessment across the college. The grade profile for lesson observations has also been provided, which identified 92% good or better teaching; a positive result in the context of the number of new staff that had commenced employment in-year and demonstrated a level of capability. The Chair proposed that the Committee should review some specific aspects of teaching and learning in high performing areas at future meetings, and suggested the Head of the Department be invited to attend. Work was already underway to align outcomes to the new Ofsted framework in terms of the new fourth strand, 'outcomes for children and learners'.

15.51 Several questions were raised by members seeking clarification of the number of new staff, Advanced Practitioners and ILT Stars. The VP confirmed numbers and commented that it was the intention to work towards at least two Advanced Practitioners and ILT stars in each

department. Following questions from Governors regarding the vacancies for APs in Catering, Skills 4 Jobs and the Sixth Form, the VP stated that the College had advertised for these opportunities and that two potential ILT stars had been identified.

- 15.52 The Committee asked that congratulations be conveyed to the Enterprise Team for their recent success in winning the Educate the North Award in the innovation category.

The report was received.

### **LEARNER SATISFACTION SURVEY**

- 15.53 The Chair suggested taking the results of the learner satisfaction survey as the next item to allow the Committee to compare the levels of satisfaction with the previous report on teaching and learning. The On Programme survey had been conducted in February 2015 with a total of 5373 students participating, a marked increase on the previous year. Against the external benchmark, the vocational areas of the College were in the top quartile for all areas other than Quality Assurance which was in the second quartile. Reviewing the data, the Committee noted that there were some negative responses in the SFC, which was expected given the turnover of staff in this area. Sports and Public Services was noted as one of the best performing areas of the College with the highest levels of satisfaction which correlated with the consistently high lesson observation grades. The Committee had been provided with a departmental league table, which was benchmarked, as requested at the last meeting. The data, which excluded HE, confirmed the majority of departments with good results.

The report was noted and received.

### **HE CURRICULUM DEVELOPMENT**

- 15.54 The AP for Higher Education presented the report to the Committee, providing an overview of HE development from 2012/13. Higher Education had grown from 46 places in 2013/14 to 665 after the College had taken over the University College Building (UCB). Having now completed almost a full year in post as AP for HE, there had been considerable growth in HE, with the increase in programmes on offer and 641 full and part time students studying across a range of HNC, HND and degree qualifications, 399 of which were being validated by Huddersfield University. Further to the excellent QAA outcome and QDP satisfaction survey, learners considered the campus “a family friendly campus offering value for money”.

- 15.55 In terms of planning, four key priorities had been identified. The AP provided members with a brief overview. She explained that approaches had been made from other awarding bodies with a view to working with them to deliver a sustainable high quality and vocationally orientated HE provision. A Memorandum of Understanding was already in place between UCB and Sheffield Hallam University. The fourth priority, to plan for Foundation Degree Awarding powers was an opportunity that would become available following four years of successfully delivering HE programmes. The scrutiny given by the QAA on its regular visits would establish capacity and capability to assist in the granting of the powers sought.

The report was noted and received.

### **14 - 16 CURRICULUM DEVELOPMENT**

- 15.56 The AP 14-19 presented a report highlighting development in 14-16 provision within the College. The AP reported that excellent partnerships with local schools had been maintained which provided a diverse provision for 232 learners which included a small number of EHE learners. Full details were provided of the Step Out and Fresh Start programmes.

The report was noted and received.

## STUDENT ATTENDANCE

15.57 The Committee received the report highlighting detailed departmental data on attendance. FE Attendance overall had dropped slightly from 92.45% in February to 91.72% in June. HE attendance overall was reported as 86.10% compared to 86.31% in February. In terms of the full analysis Governors noted variations, for example despite lower levels of attendance, results at Wigfield Farm were excellent. Triangulation of all aspects of teaching and learning and observations provided a reflection of each department. The VP Q&A informed members that the college continued to closely monitor attendance in English and Maths through Performance review meetings.

The report was noted and received.

## STUDENT RETENTION

15.58 The Principal presented a report on retention which was benchmarked against the national average and college targets. Following question from the Committee, it was reported that the fall in retention on Adult Level 2 from 94.2% in February to 90.2% in June was due to retention issues in Maths. Retention at L1 and L3/4 were 97.7% and 90.2% respectively. In 16-18, retention was well above benchmarks but had fallen slightly since February by 1%. The VP Q&A commented that management were exploring methodologies to increase retention.

The report was noted and received.

## EXTERNAL VERIFIER REPORTS

15.59 A report summarising the outcome of external moderator and verifier reports was presented. 11 reports had been received in April and May two of which required minor actions to be taken. The report was noted and received.

## DATA DASHBOARD

15.60 The Chair referred to the lack of data dashboard, explaining that following review of the Ofsted model put forward at the last meeting he believed it to be fairly cumbersome and not particularly user friendly in terms of presenting meaningful data to the committee. The VP Q&A commented that the licence on the current model was due for renewal and therefore it was an appropriate time to consider an alternative. Following an observation by J Thirkell, it was proposed the VP Q&A explore alternative models with some urgency, to bring forward to the Committee for monitoring and interrogation of data to allow the Committee to discharge its key responsibilities.

**RESOLVED 15.60**      **That an alternative data dashboard be presented to the next Committee meeting highlighting all key areas for interrogation as agreed in 2014**

## CYCLE OF BUSINESS FOR 2015/16

15.61 The 2014/15 cycle of business was presented for consideration in terms of determining the business for 2015/16. The Chair suggested focusing at this stage on the next meeting, which was scheduled for November. In addition to core reports such as the data dashboard, teaching and learning, attendance and retention, it was agreed that the Committee would receive all examination results, a focus item of Sport and Public Services with the HOD invited; the CIF to be discussed in full and the HE SAR. It was also agreed that given the remit of the Committee, there was an expectation that all reports would be for discussion. The cycle of business for future meetings would be agreed in November.

## **COMMITTEE SELF EVALUATION**

15.62 The Clerk distributed a survey for Committee members to complete and return to evaluate the effectiveness of the Committee at the end of its first year of operation. The outcome of the survey would be shared with the Chair and feed into the Committee's action plan and overall governance self assessment process.

## **DATE AND TIME OF NEXT MEETING**

15.63 The next meeting would be held on Tuesday 10 November 2015 at 4.00 pm.

Signed ..... N BOWEN (Chair)

Date 2 December 2015