



SOUTH EASTERN REGIONAL COLLEGE

Governing Body – Education Committee

Minutes of the meeting held on Tuesday 25th April 2017, 5pm, Lisburn Campus

Item No	Item
1.	<p>Chairman’s Business</p> <p>a) Attendance and Apologies</p> <p>Present: Mrs H. Reid, Mr K. Webb (by conference call link) , Prof A Woodside, Mr D Sagar, Mr S Pollard, Ms C Meharg, Mrs K Scott, Mrs C King, Mr A Corbett ,Mrs M Shaw</p> <p>Apologies: Mrs B Larkin, Ms S Corbett</p> <p>In Attendance: Dr Michael Malone (Director of Curriculum and Information Services), Heather McKee (Director of Strategic Planning, Quality and Support), Paul Walsh (Head of Learning Support, Lead Pastoral Care), Claire Williamson (Secretary to the Governing Body) Mr G Hetherington, Ms C Goodwin</p> <p>In the Chair: Mrs H. Reid</p> <p>b) Declarations of conflicts of interest</p> <p>The Chair asked if any member had an actual, potential or perceived conflict of interest with any item on the agenda.</p> <p>There were no declarations of conflicts of interest.</p> <p>c) Minutes of the meeting held on 7TH February 2017</p> <p>The Chair invited members to review and approve the minutes from the last meeting held on 7th February. Members confirmed the minutes were a true and accurate record of the meeting.</p> <p>Proposer: Kim Scott Seconder: Claire Meharg</p>

2.	<p>Matters Arising</p> <p>a) Action Points from meeting 7th February 2017</p> <p>The Chair advised that all actions have been completed or and are addressed on the agenda.</p>
3.	<p>Items for Noting- Cause for Concern Referrals- (outcome of the pastoral care interventions)</p> <p>Paul Walsh, Head of Learning Support and Lead Pastoral Care, attended the committee to provide an update on Cause for Concern referrals, members were directed to the written report provided. A brief discussion took place and the following points were noted:</p> <ul style="list-style-type: none"> • Since the last update the way in which the Pastoral Care team has categorised and recorded the CfC cases has been significantly revised so as to facilitate a more timely and thorough analysis of the data. This work has meant re-categorising some existing data so that a more effective analysis of the reasons for referrals and the actions taken to support those students referred, can be made • The Head of Learning Support advised members that the biggest category for referrals is mental health and the case range from serious to less so and family issues remains an open category. In terms of how effective CfC is the committee were advised that 63% of those referred last year went on to complete their course after referral which demonstrates huge success in early referral. • The Chair thanked the Head of SERC Extra for his report and noted that it is vital the College continues to have robust skills and systems in place to provide support to those that need it. She referred to mental health HUBS being rolled out by local health trusts where patients can access the mental health therapy services through a GP referral and a practitioner at the hub can then direct the person to the best line of support. • The Chair informed members the Head of SERC Extra and Director of Strategic Planning, Quality and Support had recently engaged with the South Eastern Trust on these issues; and the SE Trust had been extremely impressed with the level of support SERC provide and how involved the College is in student's pastoral care. The Chair commended the team on behalf of the Governors and noted that these reports are extremely useful for the Education Committee members. • The Head of Learning Support thanked the Chair for her comments and advised members that be providing support to students it instils confidence in them. The HoLS also advised members that local trusts have developed a self-harming programme and have recently allowed the youth health nurse to refer patients, which is very encouraging to helping get early referrals.

	<p>Action Point: The committee agreed to review the Safeguarding Policy at the next committee meeting in June</p>
<p>4.</p>	<p>Presentation on the development of Whole Brain Learning</p> <p>The Director of Curriculum and Information Services addressed the committee and gave a brief presentation on the development of Whole Brain Learning, the following points were noted:</p> <ul style="list-style-type: none"> • The Director of CIS gave the committee an overview of Project Based Learning and Whole Brain Learning. The committee were advised that investment in staff skills is critical in order to identify and support those students with entrepreneurial skills. • The Director of CIS provided a brief explanation of Whole Brain Learning; explaining the difference between left and right brain (left being logical and right being creative) and how this can affect a difference in schools across the College. • Ms Goodwin enquired if the behaviours and competencies of lecturers are important to develop this area of work. The Director of CIS advised that planning and collaborative skills of staff is essential and that staff have been mixed across schools to learn from each other and develop new ideas. • Mrs Scott enquired what the outcomes are for students and how this is measured. The Director of CIS advised that the concept is introduced in the first two weeks of September and after these two weeks student satisfaction was reviewed and it had gone up significantly by using PBL. The students will be surveyed again later in the year to track if they are moving towards more right or left-brain learning. • Mrs Scott noted that by tracking students further into their education or employment when they leave the College would provide a further measure and leads straight into the aims of the Programme for Government that SERC is supporting. • Mr Hetherington highlighted that whilst these skills are fantastic we should be mindful that students are solely directed towards entrepreneurship, as corporate companies also need creative skills. The Director of CIS responded that these skills are transferable and if a student goes to work in any sector, they will find these skills beneficial to both themselves and the company. • Mrs King noted that PBL ties in with placements and those students should be provided with more support before they go out on placement because they are being asked to develop and deliver projects for companies. • Mr Pollard asked the Director of CIS to note the language used in this area of work should not categorise students. • The Chair thanked the Director of CIS for providing the committee with an update and noted that the Governing Body had previously supported the work so regular updates would be beneficial.

5.	<p>College Development Plan</p> <p>The Chair advised she would combine this update with agenda item 7.</p>
6.	<p>Correspondence</p> <p>The Chair read a letter to the committee from Dr Lorna Warren from the ETI Inspection unit. Dr Warren advised that she would be leaving her role with the ETI. Reflecting on her time working at SERC, Dr Warren said, "Please convey my thanks to all of the staff at SERC for their hard work and dedication to improving educational outcomes and to improving the life chances of all learners, including those who are closest to success in learning, and in life, and those who are furthest from it."</p>
7	<p>Outcome Based Accountability</p> <p>The Chair provided a brief update on the work agreed at the workshop on 15th March, members were advised that those present at the workshop had agreed we might move away from the KPI based College Development Plan towards the Outcome Based Accountability method. There was unanimous decision that members were keen to further explore OBA and propose this to all members at the next full meeting on 16th May. The Chair invited the Director of Strategic Quality, Planning and Support to give an update on how OBA has been progressed since the workshop session, the following points were noted:</p> <ul style="list-style-type: none"> • The Director of SQPS addressed the committee and advised since the workshop she had presented findings and proposals using data already collected to DfE. The Director of SQPS advised the committee that DfE are keen for SERC to work with them and take the sector lead on OBA. • The Director of SQPS presented a brief overview of the OBA method and how SERC's strategic outcomes would be measured using this approach. The committee were asked to note that this is the first time that the entire public sector will work together in Northern Ireland and by using the two elements of OBA population accountability and outcome, it will enable support for both the Programme for Government across Northern Ireland and community planning used by local Council's. • The committee were presented with potential strategic outcomes for SERC and Industrial Strategy Pillars. DfE have indicated that the Industrial Strategy Pillars will be a driver and they are content with the potential strategic outcomes. The Director of SQSP highlighted that the outcomes do need the wording changed as these were lifted from the Governing Body Strategy day in March and the Industrial Strategic Pillars will have to be reworded to reflect this.

- Mr Sagar queried the point noted in the workshop notes that no further work will be carried out on the College Development Plan. The Chair advised that this reflected the change to the committees work plan as this meeting should have been focussed on the detail on the CDP. The Chair asked the Secretary to amend the wording of this point to reflect that no further work would be carried out until the next scheduled meeting of this committee.
- A meeting was to take place between senior staff at DfE and the Director of SQPS within a week of the workshop. This meeting would take place before the next Education Committee meeting. It was deemed sensible that no further work would be carried out by Governors on the College Development Plan until some clarity was received on both the letters issued by DfE, the position of the Programme of Government in the current political situation, and some guidance on the direction of travel of the OBA model.
- The Director of SQSP provided the committee with a few examples of report cards she advised that the College need to publish minimum data to demonstrate what is being achieved. Members were asked to note the story behind the baseline on the report cards remains fluid.
- Members were asked to note that in adopting an OBA model it would mean that if something isn't working then we need to change it and although there is minimal risk involved in this as changes will be monitored every quarter.
- The Chair asked the Principal to provide a brief update on how the CDP will now be progressed. The Principal informed members that it will be some time before we get a final look at what CDP will look like using OBA as DfE have not provided a format for CDP; however as they are now working with the Director of SQSP it is hoped that they can provide this.
- The Principal highlighted that whilst there is no current Government there is no indication that the NI assembly or a Direct Rule Government would move away from OBA; therefore the College can produce an interim CDP based on OBA that can be refined when a budget can be provided. DfE have provided the College with assurances that they are content with this approach.
- Members advised that they were supportive of this approach. Mrs Scott highlighted that this new framework for CDP doesn't remove anything for the old format and there doesn't appear to be any strategic risks involved.
- The Chair asked if Mr Sagar was content to propose a brief interim CDP focused on outcomes to all governors at the next Governing Body meeting in June as the way forward, Mr Sagar confirmed that he was content to propose this action.

	<p>Key Decision: The committee formally accepted the Outcome Based Accountability approach and will propose developing an interim College Development Plan focused on outcomes at the next GB meeting on 16th May</p> <p>Action Point: The committee agreed to focus on the development of the College Development Plan at their meeting on 6th June</p> <p>Action Point: The committee agreed to produce a student friendly version of the College Development Plan</p>
8.	<p>HE Review</p> <p>The Chair asked members to note the minutes of the last HE Review meeting held on 5th April for noting.</p>
9.	<p>Principal's Business</p> <p>The Principal gave the committee a brief verbal update on the progress of applications and asked them to note that whilst applications are well ahead of where they had been in the previous two years at this stage of the year work will continue to turn these into enrolments.</p> <p>Interviews for the new term have been brought forward this year with some beginning as early as mid-April to ensure there is a much more detailed programme in place to engage with potential students and to encourage buy in from them at an early stage.</p>
10.	<p>Any Other Business</p> <p>The Chair thanked all those in attendance for their time and engagement in reviewing the new approach to the College Development Plan.</p> <p>Mr Sagar requested if the Chair would consider adding curriculum, student destination and student satisfaction to the next agenda. The Chair agreed to discuss these topics with Mr Sagar outside of the meeting to ensure that there is sufficient time on the next agenda to cover them.</p> <p>Action Point: The Chair will advise the GB Secretary if they request to consider curriculum, student destination and student satisfaction can be included on the agenda for the next meeting in June.</p>
11..	<p>Date and time of next meeting</p> <p>The next meeting will be held on Tuesday 6th June, 5pm, Bangor Campus.</p>

The meeting concluded at 18.54pm