



**INSPIRING. TRANSFORMING. ENRICHING.**

**SOUTH EASTERN REGIONAL COLLEGE**

**Governing Body – Education Committee**

Minutes of the meeting held on Wednesday 15<sup>th</sup> November 2017, 5pm, Lisburn Campus

Item No	Item
1.	<p><b>Chair's business</b></p> <p>a) <b>Attendance and Apologies</b></p> <p><b>Present:</b> Mr K Webb (Principal/CEO), Prof A Woodside, Mr D Sagar (Chair of the Governing Body), Mrs K Scott (Item 1E only), Mrs C King, Mr S Pollard, Mr A Corbett, Ms S Corbett, Miss R Heaney</p> <p><b>Apologies:</b> Ms H Reid</p> <p><b>In Attendance:</b> Dr Michael Malone (Director of Curriculum and Information Services), Mrs Heather McKee (Director of Strategic Planning, Quality and Support), Mrs Heather Miller (Head of Quality Excellence and Development), Mrs Claire Henderson (Head of Quality Excellence and Development), Mr Greer Henderson (Quality Improvement Mentor), Mr William Greer (Chief Training and Contracts Officer), Ms Claire Williamson (Secretary to the Governing Body), Mrs Annie Hamilton (Boardroom Apprentice), Miss Christine Goodwin (Governor)</p> <p><b>In the Chair:</b> Mr Deep Sagar</p> <p>The Chair welcomed everyone to the meeting particularly Greer Henderson as this was his first meeting and Christine Goodwin.</p> <p>b) <b>Declarations of conflicts of interest</b></p> <p>The Chair asked if any member had an actual, potential or perceived conflict of interests with any item on the agenda.</p> <p>There were no declarations of conflicts of interest.</p> <p>c) <b>Cause for Concerns report</b></p> <p>The Director of Strategic Planning, Quality and Support presented the latest report on Cause for Concerns to the committee, the following points were noted:</p> <ul style="list-style-type: none"><li>• There are an increasing number of transgender issues being reported, some of these issues had previously been recorded under different categories. The Director advised she has been working with the charity SAIL NI on these issues and they offered to come into the College to provide staff training.</li></ul>

- Meditation rooms, quiet rooms or space, portacabins and common rooms for students were discussed. The Principal said space was very limited and planning permission would be necessary for space change.
- The Principal provided members with a brief update on the recent death of one of SERC's students, Jonathan Ramsey from the Downpatrick campus. He asked members to note that Jonny's support workers had commented that he had been very well supported at the College. The Principal advised that the College have engaged the charities PIPS and Inspire to provide support to Jonny's friends and classmates.
- The chair noted that student welfare outcomes remained a critical attention point for the committee and governors, and final resolution data were important.

**d) Chair's report**

The Chair directed members to the written report he had provided. There were no questions or comments by members.

**e) Minutes of the meeting held on 20<sup>th</sup> September 2017**

The Chair invited members to review and approve the minutes from the last meeting held on 20<sup>th</sup> September. He provided members with email suggestions by Heather Reid. Steve Pollard said his comments "mirrored" Ms Reid's. Subject to the following changes, the committee approved the minutes as accurate:

- (i) First paragraph to read: "The Chair welcomed everyone to the meeting and noted the apologies. The Chair outlined the chronology of the development of the Draft CDP. Since there had not been an Education Committee meeting in the period between 12th June and 20th September the Draft CDP was presented to the full GB on 18th September and was agreed by all GB members. The Chair asked members if anyone had any issues with this, no one expressed any issues.
- (ii) "However" on Page 2 under CDP was excluded. "The main" under radio was changed to "A main".

**Proposer: Deep Sagar; Seconder: Steve Pollard**

**At this point in the meeting (at 5.30pm) the electricity went off in the College, it became apparent that power would not be restored until 8.30pm or after and the meeting was ended at 6.03pm. Members agreed to reconvene at 4pm on Monday 27<sup>th</sup> November to finish the committee meeting and to feed in any comments on the items left by email so that they can continue to be worked on before then.**

**The meeting concluded at 6.05pm**