

Belfast Metropolitan College Curriculum, Quality and Committee

3 pm 3 September 2025 in the Boardroom, Titanic Quarter Campus and via MS Teams

Minutes

Committee Members: Tom Hesketh (Chair); Yvonne Murphy; Maurice Keady, Michel Corkey, Sheena McKinney; Janis Leaden, Michael Mearns, Alex O’Neill, Bill Montgomery, Janis Leaden and Damian Duffy (IPCE).

Management: Fiona Dempsey, Interim Director of Curriculum & Learner Success (IDC); Siobhan Lyons, Interim Director of Development and Partnerships (IDDP) David McDowell, Head of Learner Success (HLS); Teresa Kidd, HE Quality Assurance Manager (OQAM), and Nicola Williamson FE Quality Manager.

In attendance: Jacqui Dixon (Chair of GB) and from the School of Academic and Continuing Education, Harry Robinson and Jenna McGregor ES.

Clerk to the Governing Body: Jim Woods

**CQE01
25-26**

Quorum, Apologies, Welcome, Conflicts of Interest, Notice of AOB and Leadership Culture

Quorum: The meeting was quorate under the Terms of Reference for the Curriculum, Quality and Engagement Committee dated 11 December 2024, with 11 members present.

Apologies: None

Welcome: J Dixon who was attending as part of her induction and to M Corkey who has rejoined the committee

Conflicts of Interest: There were no perceived, potential, or actual conflicts of interest under the terms of Paragraph 15.1 of the Belfast Metropolitan College Governing Body Standing Orders.

AOB: No Items of AOB received.

Leadership Culture: The meeting should be conducted with creative and courageous conversation in an atmosphere or culture of challenge and respect in line with our code of conduct.

Minutes of the Curriculum Quality and Engagement Committee 3 Septmeber 2025	
CQE02 25-26	<p>Minutes of the meeting held on 3 June 2025</p> <p>The Committee considered and approved the minutes of the meeting held on 3 June 2025.</p>
CQE03 25-26	<p>Matters Arising from the minutes of the meeting held on 13 June 2025</p> <p>All matters arising are on the agenda of this governance meeting.</p>
CQE04 25-26	<p>Governance Guidance and Information</p> <p>There was no governance guidance and information in relation to the work of the Curriculum, Quality and Engagement Committee highlighted.</p>
CQE05 25-26	<p>Notification of change to the internal control environment under Section 12d of Governing Body Standing Orders V5 22 June 2022</p> <p>There was no change to the internal control environment relevant to the work of the Curriculum, Quality and Engagement Committee, advised by Management.</p>
CQE06 25-26	<p>Chair's Business</p> <p>There was no Chair's business.</p>
CQE07 25-26	<p>Annual Draft Business Programme 2025-26</p> <p>IDC and IDDP presented the CQE Draft Programme 2025–26 explaining that it underpins Belfast Met's strategic ambition to be the College of Choice by:</p> <ul style="list-style-type: none"> • Embedding a culture of continuous improvement through regular monitoring of the College Development Plan (CDP), Quality Improvement Plan (QIP), and curriculum performance. • Prioritising learner success and inclusion, with dedicated agenda items on safeguarding, well-being, and learner outcomes. • Strengthening employer and community engagement, evidenced by updates on Business & Skills Provision and Social Inclusion strategies. • Ensuring governance excellence, with structured cycles of review, deep dives, and inspection readiness. <p>Regular high level strategic updates will be presented at each meeting.</p> <p>Deep dives will include Creative and Digital Industries, Learner Success, Business to Business engagement and Belfast City Deal. Members agreed that the draft plan provides focus at a strategic level.</p> <p>The Committee approved the information provided by and the action taken by Management.</p>
CQE08 25-26	<p>Colleg Development Plan (CDP) Return for Review - Final</p> <p>IDC and IPCE provided an update on the CDP submitted in June 2025 outlining the MASN allocation, targets against KPIs for planned activity including ERC</p>

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	<p>Members agreed that the CDP is fully aligned with Belfast Met’s Strategic Plan 2025/26–2027/28, which sets out the College’s ambition to be:</p> <ul style="list-style-type: none"> • College of Choice: Delivering innovative, high-performing programmes that meet the evolving needs of learners and employers. • Partner of Choice: Collaborating with industry, community, and government to deliver impactful outcomes. • Powered by People: Investing in staff to build a resilient, inclusive, and future-ready workforce <p>The CDP supports the Minister’s Economic Vision and Programme for Government priorities, including increasing good jobs, promoting regional balance, raising productivity, and reducing carbon emissions</p> <p>The Committee noted the information provided by and the action taken by Management.</p>
CQE09 25-26	<p>City Deal Update</p> <p>IDDP presented the item to providing Committee Members with an information update on the Belfast Region City Deal (BRCD), its key infrastructure projects and the work of the Employability and Skills Pillar. This included an overview of key activities to date. The paper will also provide a summary of challenges and next steps. Member explored the local innovation and partnership funding.</p> <p>The Committee noted the information provided by and the action taken by Management and requested regular updates on progress.</p> <p><i>Members J leaden left the meeting at 4:15 and H Robinson joined the meeting</i></p>
CQE10 25-26	<p>Student Performance - A Level</p> <p>Harry Robinson joined the meeting to take members through A level Performance for 2024-25 set in the context of the previous year. Across all views there was improved performance in 2024-25 when set again the context of the previous year 2023-24. When asked for the reason for the improvement HR cited the 5 hours compulsory use of supported study halls.</p> <p>Members asked that for a future meeting data was extrapolated in the context of the sector and the data for non-selective schools.</p> <p>The Committee noted the information provided by and the action taken by Management.</p> <p><i>Jenna McGregor joined the meeting for the next item.</i></p>
CQE11 25-26	<p>Quality Update</p> <p>Update on HE activity since the last update in June 2025. HE Development & Quality Manager, Emma Connolly is now on maternity leave until August 2026. Teresa Kidd has been appointed as Interim HE Development & Quality Manager.</p> <p>Members were presented with the August 2025 update to the Whole College Quality Improvement Plan (QIP) for the Board of Governors’ review and approval. The update fulfils a requirement from the Department for the Economy Quality Improvement Team and directly supports the delivery of Belfast Met’s Strategic Plan priorities. Members were advised that it was</p>

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	<p>reviewed by the SLT, ELT and Quality Development Team prior to submission. Additionally, this paper includes the ETI Traineeship Evaluation report and the associated action plans for Traineeships and Essential Skills.</p> <p>The Committee were advised that the Department for the Economy (DfE) requires that updates to the College’s Quality Improvement Plan (QIP) are formally presented to the Board for review and approval. This paper provides the August 2025 update.</p> <p>J MCG provided a presentation on Essential Skills outlining the positive trend being derived from new joined up delivery with subject matter classes and better scheduling of classes. Members noted the ongoing development and improvement and the commitment to delivering a better approach.</p> <p>The committee approved the update and recommended it to the Governing Body for approval.</p> <p>In addition, the committee noted the information provided in a number of action plans.</p>
CQE12 25-26	<p>Any other business</p> <p>The was no other business</p>
CQE13 25-26	<p>Leadership and Culture</p> <p>Members concurred that the meeting had been a positive one aligned to the Governance Leadership and Culture.</p>
CQE14 25-26	<p>Date of next meetings for the Governance Programme 2025-26:</p> <p>The next meeting will be held in the TQ Boardroom and via MS Teams on 4 November2025.</p>

The meeting ended at 17:15

Governing Body Attendance Report and Governing Body Member Assessment 2024/25	
Participation at CGE31 24-25 Quality and Engagement Committee Meeting 30 June 2025	
In-person at TQ Boardroom	via MS Teams
Tom Hesketh	Alex O’Neill
Michael Mearns	Maurice Keady
Damian Duffy	Sheena McKinney
Yvonne Murphy	Janis Leaden
Bill Montgomery	Michele Corkey

Curriculum, Quality and Engagement Committee

Ref	Action	Who	When
CQE10 25-26	A level results in the context of the sector and non-selective schools	FD	4 Nov 25
CQE11 25-26	QIP recommended to the Governing Body for approval	FD	24 Sept 25