

GOVERNING BODY OF THE BELFAST METROPOLITAN COLLEGE

Minutes of the Curriculum, Quality and Engagement Committee of the Belfast Metropolitan College held at 4.30pm on 8th February 2016 in TQ boardroom.

Present	<p>Governors: Norman Hamilton (Chair), Catherine Burns, Ciaran O’Grady and Kevin McKeaveney, Olivia Potter Hughes and Brian Wilson.</p> <p>Officers: Jonathan Heggarty, Director of Curriculum (DC), Gillian Magee, Director of Transition (DT) and [part] Lorraine Lavery , Media & Stakeholder Engagement Advisor (MSEA).</p> <p>Secretary: John McAndrew</p>	
CQE 22 15/16	Apologies and Notice of AOB:	
	<p>Apologies: Apologies received from governors Kate Burns, Kathleen O’Hare and Jim McCall and officer Damian Duffy, Director of Development and Learner Services (DDLs) . The Chair welcomed Olivia Potter Hughes as a new governor.</p> <p>AOB: None</p>	
CQE 23 15/16	Conflicts of Interest Declaration	
	In response to the Chair’s question to members none were declared.	
CQE 24 15/16	Minutes of the Curriculum, Quality & Engagement Committee held on 16th November 2015	
	The minutes were agreed.	
CQE 25 15/16	Matters Arising	
	<ul style="list-style-type: none"> • MOU on training. Covered in Resources Committee (23/11/2015) and Governing Body (30/11/2015); project on hold. • CQE 20 15/16 TOR. The Governing Body of 30th November 2016 approved the CQE Committee Terms of Reference • RES 2 Recommendation of “Next Steps” to the Governing Body. Chair meeting Chair of the Governing Body on 8th February 2016. • RES 3 transitions from year 1 to year 2, the barriers to success, and success rates in Level 3 to be further examined at the next CQE meeting. See DC Update Agenda item. • RES 4-7 WCQIP The Governing Body of 30th November noted the submission of the WCQIP to DEL to schedule following the incorporation of amendments. • RES 8 Youth in Training Pilot programme. Rearranged for Monday 8th February. • RES 9 School visits. To be discussed at Chairs’ meeting. 	Secretary
CQE 26 15/16	Chair’s Business	
	<p>The Chair drew attention to the recently published Further Education Means Business Further Education Strategy, and highlighted social inclusion noting that while the strategy addressed social inclusion there was little about funding, concluding that this perhaps was a topic of conversation with the new Departmental administration and should be flagged to the Governing Body.</p> <p>The DC noted the Department had rolled back on its position on Youth Training pilots and had found it challenging to meet its own deadlines, thus the current curriculum would remain in place for the next 3 years.</p> <p>There was detailed discussion on the use of digital technology and questions raised as to whether the DEL strategy was strong enough in this area, and the range of BMC approaches including the Excellence Hub, L&T assessment strategies, steering</p>	Cttee Chairs

	<p>and focus groups was noted. It was recognised that there were huge opportunities for blended learning internationally. On enquiry it was recognised that technology was not always used consistently, and that it was necessary to continue embracing interactive and mobile technology beyond the use of Blackboard.</p> <p>On enquiry the DC answered queries on the level of support for supported learners, and noted that funding requests for this type of support were met by DEL, in contrast hardship funds less well funded.</p>	
CQE 27 15/16	WCQIP (Whole College Quality improvement Plan).	
	<p>The DT reprised ETI activity in the last week and thanked governors O'Hare and O'Grady for their input during the inspection, and the Chair Mr Bryan for his attendance at the feedback session.</p> <p>She gave detailed comments of ETI feedback on curricular leadership and management, self-evaluation and improvement planning processes, the effective use of data, reactions to user groups, and sustaining continuous improvement. There were no surprises and a level of confidence overall and in all areas was reported by Inspectors. The inspectors were very positive about governor input.</p> <p>There was detailed discussion of self-evaluation and the need in some cases for comprehensive ongoing reflection rather than once year appraisal. The constraints of the 828 hours teaching hour load, and the proposal to have more frequent but shorter team meetings were noted. The Data provided by the Qlik view dashboard which was now being rolled out across the entire College was welcomed</p>	
CQE 28 15/16	Director of Curriculum Update.	
	<p>The DC noted College performance on Recruitment, Achievement and Success and as of mid-year the College remained on target overall.</p> <p>He said the College faced issues as an urban college which could be summarised as follows either increase formal success rates by increasing entry grades or by viewing added value and distance travelled as success indicators i.e. do we use different comparators in measuring ourselves against other colleges or against society, economic development or social inclusion. It was noted that the college's dual mandate was one of several issues to be discussed at the corporate planning day.</p>	Governors
CQE 19 15/16	DDLS Update	
	The DDLS updated members on Apprenticeships and Higher Level apprenticeships	
RES 9	<i>The Committee agreed to arrange a programme of visits to the differing schools, subject to endorsement by Chair's committee.</i>	Secretary Chairs
	Visit to Youth in Training Pilot Project on Hairdressing	
CQE 20 15/16	The Committee visited the Youth in Training Pilot Project on Hairdressing and met both students and staff as well as viewing the facilities.	
RES 10	<i>The Committee recorded their appreciation of the staff and student met on the Youth in Training Pilot Project on Hairdressing.</i>	
CQE 21 15/16	DONM February 2015	
	<i>Signed:</i>	<i>Date:</i>

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