

## GOVERNING BODY OF THE BELFAST METROPOLITAN COLLEGE

### Minutes of the meeting held on 29 January 2019 at 12.30pm Hydebank Wood College

**Governors:** Kathleen O'Hare (Chair), Catherine Burns, Kate Burns, Declan Crummey, Seamus Dawson, Conor Herbert, Brian Wilson Frank Bryan

**Officers:** Damian Duffy, Director of Development (DD); Jonathan Heggarty, Director of Curriculum and Learner Success (DCLS); Gillian Magee, Head of People, Policy & Planning (DPPP); Lisa McCartney, Centre Manager for Strategic Planning (CMSP); Emma Connolly, Organisation Curriculum Quality Assurance Manager (OCQAM); Aidan Sloane, Head of Training – Skills and Apprenticeships (HoT); Rebecca Roberts, Head of Excellence (HoE); David Seffen, Head of Prison Programmes

**Meeting Hosted by:** Gary Milling NI Prison Service, Governor Hydebank Wood College

**Clerk to the Governing Body:** Gerry Crossan

<p><b>CQE21</b> 1 18/19</p>	<p><b>Apologies, Quorum, Conflicts of Interest, AOB</b></p> <p><b>Apologies:</b> No apologies.</p> <p>Quorum</p> <p>Conflicts of interest: No conflicts of interest were reported.</p> <p>Chair welcomed (a) Frank Bryan, Chair BMC, (b) David Seffen, and (c) Gerry Crossan, Interim Clerk to the Governing Body to the meeting.</p>	<p><b>Clerk</b></p>
<p><b>CQE22</b> 18/19</p>	<p><b>Tour of Hydebank Wood College</b></p> <p>The Committee were provided with lunch and an informative tour of Hydebank College. David Seffen discussed actions to develop the learning and skills environment and pathways at Hydebank Wood College, including links with Belfast Met. G Milling welcomed the Committee and gave an overview of the development of Hydebank College and the support services it provides.</p>	<p><b>Chair</b></p>
<p><b>CQE 23</b> 18/19</p>	<p><b>Minutes of the CQE Committee of 26 November 2018</b></p> <p>Members <b>noted</b> the minutes for information. They will be considered for adoption at the next full CQE meeting</p>	<p><b>Chair</b></p>
<p><b>CQE 24</b> 18/19</p>	<p><b>Matters Arising</b></p> <p>Members noted the Matters Arising.</p> <p>One nomination had been received for Vice-Chair of the Committee, Brian Wilson. Brian Wilson was appointed Vice-Chair <b>Proposed</b> C Burns, <b>Seconded</b> C Herbert</p>	<p><b>Chair</b></p>
<p><b>CQE 25</b> 18/19</p>	<p><b>N Ireland Prison Service and Belfast Met Partnership</b></p> <p>Officers and NI Prison Service colleagues discussed the key issues around the NIPS/Belfast Met Partnership and its development to this point. The Chair asked what the main barriers were to Hydebank College students subsequently entering</p>	

	Belfast Met to continue their studies. D Seffen advised on the range of potential barriers around the life experiences of young offenders studying at Hydebank College. The Chair asked for further information on the levels of qualifications achieved by students through the Partnership.	
<b>CQE 26 18/19</b>	<p><b>Update on Student Stressed During Examinations</b></p> <p>C Herbert provided a detailed verbal report on this issue and many related issues around the student experience, including the risk of self-harm and suicide. Officers recognised that these were challenging issue for the College to address and advised the Committee on the arrangements in place to support students, noting the Anti-Bullying campaign on 21/23 November 2018. C Herbert stressed that the friendly attitude of teacher and the change of pace (compared to post-primary experience) were reasons why students felt able to enjoy coming to learn at Belfast Met.</p> <p>Agreed that DC would issue the paper to Executive Directors</p> <p>Agreed to revisit this issue at the CQE meeting on 29 April 2019.</p> <p>S Dawson left the meeting at 3.30pm.</p>	<b>Chair</b>
<b>CQE 27 18/19</b>	<p><b>Update on Male/Female Ratio of Students Taking STEM Courses</b></p> <p>DC presented the paper and advised the Committee that the College was on target. The proportions of students taking STEM courses are 2:1 male/female at lower levels and 4:1 male/female at higher levels. DC advised that CCEA do not release this information from the analysis of the examination results. The Chair advised that the Chief Inspectors report might provide this information.</p> <p>G Crossan left the meeting at 3.45pm.</p>	
<b>CQE 28 18/19</b>	<p><b>Update on China</b></p> <p>DD outlined details of the visit which was along with other colleagues in the sector and the Memorandums of Understanding that were signed.</p> <p>Our International Strategy will be on the agenda for our next CQE Meeting.</p>	
<b>CQE 29 18/19</b>	<p><b>WBL and Apprenticeships update</b></p> <p>A more targeted approach to trainee places will be operated from September 2019 and</p>	
<b>CQE 30 18/19</b>	<p><b>Swiss Apprentice Exchange Opportunities Action Plan Jan 2019</b></p> <p>As time was running out, this paper was dealt with briefly but will be scheduled at the next CQE after a subgroup meeting between officers and governors.</p>	
<b>CQE 31 18/19</b>	<p><b>AOB</b></p> <p><b>Higher Education Update.</b> This was provided by JH and noted. Higher Education places were oversubscribed this year and there may be need for us to advocate for additional places in future years.</p> <p>Following on from the successful Breakfast Meeting with North Belfast Principals 2 years ago, another Breakfast Briefing for Principals on Higher Education will be held at 8.30am on 26<sup>th</sup> February. Governors from the Education Committee are invited to attend.</p> <p>The college will have an ETI Inspection in March.</p>	
<b>CQE 32 18/19</b>	<p><b>Meeting Evaluation</b></p> <p>A very full meeting with a packed agenda. Governors gained a lot from their visit to Hydebankwood College</p>	
<b>CQE 33 18/19</b>	<p><b>The meeting ended at 4.40pm</b></p>	

	<b>DONM 29 April 2019 at 8.30 a.m. TQ Boardroom</b> Our Terms of Reference will be reviewed at this meeting.	
--	---	--

**Chair of Belfast Metropolitan CQE Committee**

**Kathleen O'Hare**

**Signature**

*Kathleen O'Hare*

**Date**

*30<sup>th</sup> April 2019*

*KOH*

