

GOVERNING BODY OF BELFAST METROPOLITAN COLLEGE

**Minutes of the Curriculum, Quality and Engagement meeting held on 26th November 2018
at 3 pm in the Board Room, Titanic Quarter Campus**

The following were present at the meeting:

Governors: Kathleen O'Hare (Chair), Kate Burns, Declan Crummey, Conor Herbert, Brian Wilson

Officers: Jonathan Heggarty, Director of Curriculum; Gillian Magee, Director of People, Planning and Policy; Damian Duffy, Director of Development; Aidan Sloane, Head of Training and NIPS; Rebecca Roberts, Head of Excellence

Secretary: Andrea Browne

CQE 13 18/19	Apologies, Welcome and Notice of AOB	
	Apologies were noted from Catherine Burns, Governor. The Secretary's apologies will be passed to Seamus Dawson for omitting him from the MinutePad circulation list. The group welcomed Conor Herbert, Student Governor to his first meeting. There were no AOB notified.	
CQE 14 18/19	Conflicts of Interest Declaration	
	No conflicts or potential conflicts were reported.	
CQE 15 18/19	Minutes of the CQE Committee Meeting of 22 November 2018	
	The Minutes of the previous meeting on 19 June 2018 were noted. They will be considered for adoption at the next full CQE meeting.	
CQE 16 18/19	Matters Arising (Actions)	
	CQE 4 18/19 A visit to Hydebank and proposed date for the next meeting was agreed as 29 January commencing at 1 pm with lunch. Members were asked to note the new meeting date. A Sloane will confirm arrangement with D Seffen. It was noted that mobile phones and electronic devices will not be allowed so this meeting will need to be paper based. Car details will be required to arrange access.	A Sloane Secretary
CQE 17 18/19	Chairs' Report	
	1. Principals' Breakfast on 18 February at 8.30 am to be arranged. Details to be firmed up over the next couple of meetings. Member were asked to note the date in their diaries. 2. The Chair plans to invite the NI FE Sector CQE Chairs to Belfast Met on 5 February at 3 pm - 5pm to discuss governance and strategic direction. Member were asked to note the date in their diaries.	
CQE 18 18/19	Final Whole College Quality Improvement Plan (WCQIP) and HE Provider Review	
	R Roberts and A Sloane gave a presentation outlining the details of the WCQIP.	

<p>CQE 19 18/19</p>	<p>The College has determined for FE an Overall Effectiveness Outcome of Very Good.</p> <p>On the 'FE Only Data Review 2017-18' slide the overall drop in Retention and Success was noted, with Achievement up year on year. J Heggarty reported this trend is positive from where it was 2 years about but there is a concern about the dip. There are a wide range of reasons for the dip which he outlined. Close monitoring is taking place. C Herbert noted the stresses the students can find themselves under during the lead up to exam time.</p> <p>The Chair asked C Herbert to provide an update at the next meeting.</p> <p>The Trust Fund is giving financial support to a pilot in one Dept in the College around supporting people with mental health issues and it was noted that a student rep will be joining the Trust Board.</p> <p>On request J Heggarty outlined the difference between retention, achievement and success.</p> <p>Retention: From the consensus date on 1 November this is the % number of students who stayed on programme to the end.</p> <p>Achievement: % number of students who finished their course and achieved a full or partial award.</p> <p>Success: % number of people who started the course and achieved the award. This could be at the end of a 1, 2 or 3 year course.</p> <p>FELs data is what DfE uses to benchmark the Colleges. These only look at final year of the course (1, 2 or 3 year course).</p> <p>As requested J Heggarty will provide the male/female split of students on STEM courses.</p> <p>A Sloane outlined the WBL self-evaluation provision.</p> <p>The College has concluded the following for its WBL provision: Leadership and Management – Very Good Quality of Provision – Good Achievements and Standards – Good Overall Effectiveness – Good</p> <p>The Chair asked that WBL Provision is discussed further at the next meeting.</p> <p>The HE data on the presentation had been presented previously so not reviewed today.</p> <p>The Chair asked that the WCQIP document is uploaded onto MinutePad.</p> <p>The Chair confirmed CQE is content with the WCQIP but would like to see the draft document first.</p>	<p>C Herbert</p> <p>J Heggarty</p> <p>A Sloane Secretary</p> <p>G Magee Secretary</p>
<p>AoB</p>		

KOH

	B Wilson reported that he attended the AoC Conference dinner when the Beacon and TES Awards shortlisting was announced and Belfast Met has been shortlist for two awards. B Wilson suggested future CQE agenda items as China Update, Apprenticeships Update and Switzerland Update.	Chair Secretary
CQE 20 18/19	Date of Next Meeting: NEW DATE: 29 th January at 1 pm Meeting finished at 4.10 pm	

Chair of Belfast Metropolitan CQE Committee

Kathleen O'Hare

Signature

Kathleen O'Hare

Date

30th April 2019

