

**GOVERNING BODY OF THE BELFAST METROPOLITAN COLLEGE**

**Minutes of the Curriculum, Quality and Engagement Committee of the Belfast Metropolitan College held on 29 January 2018 at 08:30am in TQ boardroom.**

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| <b>Present</b>      | <b>Governors:</b> Kathleen O'Hare (Chair), Kate Burns, Declan Crummey, Morgan Murphy, and Brian Wilson.<br><b>Officers:</b> Gillian Magee, Director of Transition, Jonathan Heggarty, Director of Curriculum (DC), Rebecca Roberts (Head of Excellence), and Lorraine Lavery, Curriculum Quality Assurance & Performance Development Manager (CQA),<br><b>Secretary:</b> John McAndrew   |                  |
| <b>CQE 31 17/18</b> | <b>Apologies and Notice of AOB:</b>  |                  |
|                     | There were apologies from governors Catherine Burns and Seamus Dawson, officer Damian Duffy, Director of Development.<br>The Chair welcomed student governor, Morgan Murphy, to his first CQE meeting and looked forward to his contributions.<br>AOB: The Chair accepted a proposal by the Director of Curriculum to make short presentation on comparative performance. See minute 36.   |                  |
| <b>CQE 32 17/18</b> | <b>Conflicts of Interest Declaration</b>   |                  |
|                     | In response to the Chair's question to members none were declared.   |                  |
| <b>CQE 33 17/18</b> | <b>Minutes and matters arising of the CQE Committees</b>   |                  |
|                     | Given the single issue meeting, the Committee agreed to hold over full consideration of the Minutes and Matters Arising of the CQE Committee of 10 October 2017, 15 November 2017 and 27 November 2017 to the next full meeting.   | <b>Secretary</b> |
| <b>CQE 34 17/18</b> | <b>Chair's Business</b>  |                  |
|                     | The Chair noted the success of the 5 December 2018 breakfast briefing on Higher Education opportunities here at the Belfast Met which had been very well attended and organised.<br><br>The Committee discussed the prospect of inviting Departmental officials to discuss the 14-19 Strategy, and the upcoming NI Policy Forum in early May 2018 and its focus on skills and apprenticeships which would benefit from a BMC contribution.*<br>[* Policy Forum for Northern Ireland Keynote Seminar: Priorities for skills and apprenticeships in N. Ireland: key issues for business, developing partnerships and the future for policy , Thursday am , 3rd May 2018, Belfast |                  |
| <b>RES 16</b>       | <i>The Committee agreed to repeat the Curriculum and HE breakfast briefing, this time focusing on Heads of Careers; to take place on Tuesday 27<sup>th</sup> February 2018.</i>  | <b>Secretary</b> |
| <b>RES 17</b>       | <i>The Committee agreed to take soundings on inviting Departmental officials to discuss the 14-19 strategy.</i>  | <b>DC</b>        |
| <b>CQE 35 17/18</b> | <b>HE update January 2018</b>  |                  |
|                     | The CQA manager outlined the purposes of the meeting namely to update the committee on HE data sectoral review update, arrangements for QAA's Quality Review visit in March 2018, progress in compiling the College Self Evaluation and Student Self Evaluation, and review evidence to be submitted to QAA. She also noted the Higher Level Apprentice Evaluation scheduled for March 2018. The key dates for the QAA evidence submission and visit were confirmed as 23rd February 2018 and 13-15th  |                  |

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|              | <p>March 2018 respectively.</p> <p>Of other note; the state of play re Memorandums with Queens, Dundee, Manchester Met, and UU was noted and their autonomy and ability to change the ground rules also noted. The amount of duplication involved in Institutional approval and re-approval by different bodies was discussed.</p> <p>The student governor contributed to discussions and was asked to contribute in writing at the next meeting.</p>  |                         |
| RES 18       | <i>The Committee asked for a student's perspective on perceived improvements at the next full CQE meeting.</i>   | <b>Student Governor</b> |
| CQE 36 17/18 | <b>AOB: Comparative performance, Open Day, Cuts, TES Awards, City Deals</b>  |                         |
|              | <p>The DC gave details of the learner profile in 2016/17, performance at L1 to L3 against funded targets, Essential skills against funded targets, curriculum performance over 4 years (Retention, Achievement, Success), FE FT performance cf other NI Colleges, Essential Skills cf other NI Colleges, HE FT performance cf other NI Colleges, FE P/T performance cf other NI Colleges, HE P/T performance cf other NI Colleges, and the key challenges.</p> <p>The DC also noted the recent Open Day and the high volume of visitors and applicants; the potential funding cuts and potential impacts, and the upcoming TES awards.</p> <p>The DT noted an upcoming bid for a "City Deals" initiative which if successful would see Belfast Met positioned as a key driver for creating a better society in the area of skills.</p> <p>The Committee noted the report</p> |                         |
| CQE 37 17/18 | <b>DONM: TBD</b>   |                         |
| CQE 38 17/18 | <b>Meeting evaluation: "Good."</b>   |                         |
|              | <b>Chair :</b>   | <b>Date:</b>            |