

## The Governing Body of Southern Regional College

Meeting of the Education Committee of the Governing Body scheduled for  
**Tuesday 19 September 2023 at 18.30 via TEAMS.**

Item No	Item	Papers	Action	Presenter	TOR
1.	Apologies for Absence	Verbal	Noting	Secretary	
2.	Declaration of Interests	Verbal	Noting	Chair	
3.	Minutes of meeting 30 May 2023	Enclosed	Approval	Chair	
4.	Matters Arising	Verbal	Noting	Chair	
5.	Chairman's Business	Verbal	Noting	Chair	
6.	Education Committee Annual Report	Enclosed	Approval	Chair	1 – 10
7.	Terms of Reference	Enclosed	Approval	Chair	1 – 10
8.	Faculty Action Plans close out	Presentation	Noting	Heads of Faculty	1, 2, 5, 7
9.	Enrolment position	Enclosed	Noting	Ms Shackels	1, 2, 4
10.	Whole College Quality Improvement Plan progress report	Enclosed	Noting	Mrs Davison	7
11.	Curriculum Directors Working Group	Verbal	Noting	Ms Shackels	1, 2, 4, 8
12.	Policy review: <ul style="list-style-type: none"> <li>• Criminal Convictions</li> </ul>	Enclosed	Approval	Ms Shackels	9
13.	Circulars: <ul style="list-style-type: none"> <li>• Sector FT MaSN Position</li> </ul>	Enclosed	Noting	Ms Shackels	3
14.	Any other business	Verbal	Noting	Chair	
<b>Date and Time of Next Meeting – Tuesday 28 November 2023 at 17.30 via TEAMS.</b>					

### Distribution List:

**Members:** Mr Stuart Harper (Chair), Mr Raymond Sloan (Interim Chief Executive), Dr Laura Milner, Dr Thomas Moore (Governing Body Chair), Mrs Hilary Singleton, Mr Matthew Turner and Mrs Angela Whiteside.

**Attendees:** Ms Libby Shackels (Director of Curriculum), Mrs Fiona Bradley (Assistant Director External Engagement & Partnership), Mrs Carolyn Davison (Assistant Director HE & FE Quality Improvement), Mrs Elaine Nesbitt (Assistant Director Apprenticeships & Essential Skills), Mr Gary Mackin (HoF BUTE), Mrs Carmel Murray (HoF HESC), Mr Stephen Rogan (HoF CDAC), Mrs Geraldine Campbell (SRC Governor), Mrs Sinead Lavery (Boardroom Apprentice) and Miss Lindsay Armstrong (Secretary to Governing Body).

## TERMS OF REFERENCE

The Education Committee is authorised by the Governing Body to oversee college curricular provision, especially the nature, quality and performance of the provision and the extent to which it meets the needs of the community the College seeks to serve.

The responsibilities of the Education Committee are to:

1. Ensure that the College educational and training mission at all levels [FE, HE etc] is appropriate to the needs of its students and the community;
2. Ensure that the nature, range, accessibility and quality of the College curriculum provision is appropriate to students and employers;
3. Ensure that separately funded and contracted programmes, such as Training for Success, are effectively delivered and monitored;
4. Monitor the impact of DfE strategic proposals, the broader educational environment and current issues in the educational environment on current and future curricular provision;
5. Review the systems used to monitor the quality and effectiveness of teaching and learning;
6. Review the quality of provision of student services including support services, career guidance and learning resources;
7. Review and evaluate students' outcomes including enrolment, retention and achievement rates through the College Self Evaluation Process;
8. Evaluate the relevance of the curriculum to the educational and vocational needs of all of its students including those students with special educational needs;
9. Review and approve local policies that fall within the remit of the Committee;
10. Provide assurances to the Governing Body on the College's higher education provision.