

## The Governing Body of Southern Regional College

Meeting of the Education Committee of the Governing Body scheduled for  
**Tuesday 27 February 2024 at 17.30 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 18 January 2024	Enclosed	Approval	Chair	
4.	Matters Arising <ul style="list-style-type: none"> <li>• Action Sheet</li> </ul>	Verbal	Noting	Chair	
5.	Chairman's Business	Verbal	Noting	Chair	
6.	Faculty Development <ul style="list-style-type: none"> <li>• Report Cards &amp; Targets</li> </ul>	Enclosed	Noting	Heads of Faculty	1, 2
7.	Safeguarding Update <ul style="list-style-type: none"> <li>• Safeguarding Policy</li> </ul>	Enclosed	Noting Adoption	Dr Milner / Mrs Campbell	6
8.	Learning Support Effectiveness	Enclosed	Noting	Mrs Campbell	6
9.	Policy approval <ul style="list-style-type: none"> <li>• Student Charter</li> <li>• HE Course Closure, Suspension &amp; Substantial Change</li> <li>• Careers</li> </ul>	Enclosed	Approval	Mrs Campbell / Ms Shackels	9
10.	Whole College Quality Improvement Plan update <ul style="list-style-type: none"> <li>• Peer Support and Development Conference 07.03.2024</li> </ul>	Enclosed	Noting	Ms Shackels	1, 2, 5, 7
11.	Curriculum Directors Working Group <ul style="list-style-type: none"> <li>• Level 2 Traineeship update</li> <li>• ETBI/FET Conference Athlone 21 &amp; 22 February 2024</li> <li>• QAA Sector Event 29 February 2024</li> <li>• World Skills UK Update – NI bid</li> </ul>	Verbal	Noting	Ms Shackels	1 -8, 10
12.	NSS survey update	Verbal	Noting	Mrs Davison	1, 2, 5, 6
13.	FE Sector Activity Bulletin	Enclosed	Noting	Ms Shackels	
14.	Independent Review of Education NI – Summary report	Enclosed	Noting	Ms Shackels	
15.	Any other business	Verbal	Noting	Chair	
Date and Time of Next Meeting – <b>Tuesday 28 May 2024 at 18.30</b> in the Boardroom, Newry West campus.					

## **Distribution List:**

**Members:** Mr Stuart Harper (Chair), Mrs Lee Campbell (Interim Chief Executive), Dr Liz Finnigan, Dr Laura Milner, Miss Evie Martin, Dr Thomas Moore (Governing Body Chair), Mrs Hilary Singleton and Mrs Angela Whiteside.

**Attendees:** Ms Libby Shackels (Director of Curriculum), Mrs Carolyn Davison (Assistant Director HE & FE Quality Improvement), Mrs Elaine Nesbitt (Acting Assistant Director Apprenticeships & Essential Skills), Mr Gary Mackin (HoF BUTE), Mrs Carmel Murray (HoF HESC), Mr Stephen Rogan (HoF CDAC), Mr Matthew Turner (Acting HoF PRSE), 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 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.