

THE FURTHER EDUCATION CORPORATION OF MIDDLESBROUGH COLLEGE

CONFIRMED MINUTES OF MEETING OF STANDARDS COMMITTEE – 20.05.2019

PRESENT: A Coleman-Cooke (CG and Chair), M Clarke (SG), C Cooney (CG), M Gaze (CG and Vice Chair), Z Lewis (Principal/Chief Executive), A Stephenson (EM).

OFFICERS: J Chance (VP), G Cumiskey (DP), G Duffy-McGhie (DOP), Z Foster (Clerk).

IN ATTENDANCE FOR THEIR ITEM ONLY:

K Burgess (English and Maths Manager), K Pattison (Director of Quality and Performance), R Lacey (AD), C Yule (DOP), P Watt (ED), K Cutler (AD), E Pargeter (AD), T McNicholas (RM), D Longmore (RM), K Knights (RM).

Key: CG – College Governor, SG – Student Governor, EM – External Member, DP – Deputy Principal, VP – Vice Principal, DOP – Director of Programme, ED – Executive Director, AD – Associate Director, RM – Regional Manager

1. Apologies for Absence

D Cleves, Y Khan, S Lane.

2. Minutes of 04.03.2019 – approved and signed.

3. Matters arising not on the Agenda

No matters arising.

4. Cross College Reports

4.1 College Quality Improvement Plan 2018/2019 – J Chance

A full presentation looked at key areas covered within the plan and progress made.

Governors discussed the action plan and asked for target dates and clear milestones in order to best see and measure areas of impact e.g. for attendance, markers which gave a direction of travel on intended impact. *ACTION by J Chance*

Overall Governors felt that good progress had been made.

4.2 Teaching, Learning and Assessment Update – G Duffy-McGhie

A full report was given including significant improvements. Changes to GS1 were highlighted.

Questions and discussion included: where the key issues were (Health and Care, A Levels, BE); strengths and improvements; underperformance processes and outcomes; attendance being part of the Department Reviews and Department Reviews more generally. Health and Care was also considered in some detail with a focus on lessons learned and some positivity about the longer term.

Governors asked for additional narrative to be added to future reports and to ensure that the scope was broadened for departments under the new inspection framework.

ACTION b G Duffy-McGhie

4.3 Progress Measures and KPIs Update – J Chance

This report was considered in detail and based on Assessment Point 4 (of 5). Governors were informed that in June the Ofsted Inspector who inspected the College September 2018 would be returning regarding Apprenticeships which would allow the College to scope out the forthcoming year.

Discussion and questions included: attendances drops; high retention; methodology changes for Level 3 vocational and the effect on achievement in terms of measuring against previous years (which will also apply to other colleges); confidence in the accuracy of English and Maths Progress predictions; change of functional skills weighting impact; Adults including distance learning and the need to improve within distance learning; English and Maths high grade predictions;

Apprenticeships and where improvements had been made; employer surveys; the national picture; and retention was debated in some detail as was qualification on entry in relation to A Levels.

4.4 Adult Provision – R Lacey

Access was the key area of focus; specifically the drop-out rate and strategies to improve that (including coming into college in July, accessing English and Maths online and stretching induction to include Study Skills and a generally more holistic approach with Student Services etc.).

Governors discussed: the recent Gateshead College trip and what could be learned from that; quality of teaching and learning in Business, and where improvements had been made (ESOL and Functional Skills); predicted achievement and Subcontractors.

Governors queried: the Access provision against other colleges and it was acknowledged that this was not as good and reasons for this were discussed including the higher volumes of students at the College.

Governors were impressed by the detail of the report.

M Clarke left the meeting

4.5 English and Maths – K Burgess

The English and Maths report was received.

Discussion and questions included: reasons for English and Maths decline of High Grades at 19+; progress scores and how Grade 3 and above were being helped further with intervention strategies; attendance; accuracy of new predictions; policy change in Functional Skills; high levels of intervention and tracking of that; where the College would be in relation to the national rate (slightly higher though still low).

Z Lewis gave detail of the Learning Plus initiative including the use of data and Maths Mentors.

Governors asked for K Burgess to put 16-18 predicted % high grades on papers for future, information on the impact of intervention sessions, a breakdown of the quality of teaching, accuracy of new predictions and percentages of students at which levels (1-2,

2-3, 3-4) along with more detail on monitoring processes. *ACTION by K Burgess to incorporate the detail into future reporting*

4.6 Higher Education Update - P Stone

The written report was received for information.

4.7 Subcontracted Outward Collaborative Provision (OCP) – J Chance

The report was received for information.

The Committee discussed: attendance within Monthly; review processes 16-18; support with Functional Skills; tracking and monitoring and contractual issues.

4.8 Apprenticeships – K Pattison/P Watt/S Ankers/T McNicholas/D Longmore/K Knights

The Apprenticeships report was received – team structure changes were detailed and acknowledgement that overall achievement was not improving as quickly as hoped. The team were confident for the future with the increased stability and improvements made.

Questions and discussion included: new team dynamics and where accountability lay (with faculties and day to day with regional managers); assessor roles and how often apprentices were being met; recruitment; new standards (Engineering) and the effects of that; SARs outcomes; in-year retention issue for 3 year programme; end point assessment results and future support which could be given regarding exam technique; comparisons to National Rates (and ensuring that these are like-for-like), the new Inspection Framework and impact on Apprenticeships.

Governors asked for a greater focus on actions, interventions and proposed impact within reporting for the November meeting. *ACTION by the Apprenticeship Team.*

5. Department and Directorate Updates

Committee agreed that green RAG rated departments/directorates reports would be received for information only unless there were specific questions. For this meeting these were: Catering and Hospitality (5.5), Sport and Recreation (5.6); Travel and Tourism (5.7); Computing (5.8); Visual and Performing Arts (5.9), Engineering (5.11) and Construction (5.12).

5.1 A Levels – C Yule

C Yule presented a full report.

Governors' discussion and Q&As included: varied reasons for retention issues and wider curriculum strategy/policy for A Levels (including GCSE score baselines for entry, parental choice, and early assessment within the first 6 weeks) to best support learners; the success of the Mix and Match offer (210 applications received) and DfE view on such offers; drop-out and attendance figures and reasons beyond entry levels; comparisons with school sixth forms; destination information; underperforming areas last year and the challenges for those departments.

The Committee concluded that further debate, monitoring and decision making should be ongoing to support the developing policy for A Levels as part of the wider Curriculum Strategy.

5.2 Health and Care – K Cutler/E Pargeter

The written report was received by the Committee.

Key areas of Maths and English; overall achievement and attendance 16-18 were considered as was future restructure of Department; developing consistency across the teaching team through monitoring and support, CPD and intervention; accuracy of predictions and pass rates; and the evidencing of tracking in relation to results and retention. *ACTION - Governors asked the team to track last year's results and retention.*

The team felt supported by SLT and governors going forward and were positive that 2019-2020 would see improvements within the Department.

5.3 Business and Education – R Lacey

The report from R Lacey was received by the Committee.

Staffing difficulties and changes were discussed in detail. Changes in methodology for Level 3 value added; BTEC changes; strategies in place to improve things for the coming year including reassessment of Department in light of new appointment, restructure and extra quality support; confidence in achieving higher levels in relation to National Rates were also discussed.

Governors agreed that A Level retention should be a focus for the QUIP for the forthcoming year. *ACTION by J Chance.*

5.4 Hair and Beauty P Watt

The report was received.

Attendance and contingency plans were discussed as was staffing and strategies for Maths and English going forward.

Governors acknowledged that it had been a difficult year

5.10 Progression Studies – J Cairns

The written report was received for information.

6 Dates of Next Meetings 2019-2020– A Coleman-Cooke

6.1 Monday 25 November 2019 at 2pm

6.2 Monday 9 March 2020 at 2pm

6.3 Monday 18 May at 2pm

7 Any other Business – none taken

8 Members Discussion – no further discussion.

The meeting closed at 4.55pm