

MEETING OF THE HE COMMITTEE

TIME/DATE 9.00am 2nd December 2021

VENUE Remote by Microsoft Teams due to the Coronavirus pandemic

Present

Name

Dr. D Balsamo (Chair)
Mr. N Shore
Mr. B. Bennett-Stanley
Mr. J. Heritage
Ms Z Desai

In attendance:

Mr. M. Doyle, Deputy Principal
Mrs.C Duro Governance Director
Mrs J Hayes, Director of Adult and HE
Mrs. S. Dickinson, HE Quality Manager
Mr. J. Hays, Director of HR

Italics denotes absence

MINUTES

	The meeting opened at 09.17 and was inquorate Papers were received for information, any issues or decisions required would be circulated for written resolution.
1.	DECLARATIONS OF INTEREST There were no new declarations of interest.
2.	APOLOGIES Apologies were received and accepted from Mr. B. Bennett-Stanley, Mrs. S. Dickinson and Mr J Hays.
3.	NOTIFICATION OF URGENT BUSINESS There was no urgent business.
4.	MINUTES OF THE MEETING ON THE 24th June 2021 FOR APPROVAL The minutes were approved as a true and correct record of the meeting on the 24th June.

5.	<p>MATTERS ARISING</p> <p>A governor asked for an update on the student voice concerns. The largest concern had been around library resources and all had been planned and budgeted with improvements in place.</p> <p>Student representatives had only just been nominated and a volunteer would be sought for the March meeting.</p> <p>The Governance Director advised that all other matters were completed.</p>
6.	<p>SAFEGUARDING & PREVENT</p> <p>It was confirmed to the Committee that there had been no incidents or reports involving HE students since the last meeting.</p>
7.	<p>HE PROVISION – Quality Report</p> <p>The report was received and governors informed that:</p> <p>All Level 4 courses had been brought into the cross college HE quality processes. Six new courses were in development, opening up new recruitment opportunities and detail was provided of the courses to be offered.</p> <p>Governors were advised of the courses which had been withdrawn due to low numbers.</p> <p>Labour market, and local skills priorities were being analysed to build further an up-to-date and relevant curriculum</p>
8.	<p>HE STUDENT VOICE REPORT</p> <p>████████████████████ The papers were received.</p> <p>The report showed significant progress against the actions.</p> <p>The survey was very positive. Engagement had improved significantly in recent times, with the students more involved in shaping their provision. All agreed the ambition to be student led was key to the organisation and management of the University Centre.</p>
9.	<p>HE SED AND QIP</p> <p>The SED and QIP had been provided. Governors attention was brought to some key matters.</p> <p>Reducing the gaps for students who fall into APP target groups. Increase in BAME students, but still low numbers, need to close gap in retention rates.</p> <p>Young learners outperformed adult learners for the first time in three years last year.</p> <p>Closing the gap for those with declared disabilities was also important priority this year.</p> <p>Support for 'levelling up' to support students, and guidance to encourage staff to refer students for support was explained.</p> <p>Planned support for student's academic writing skills was detailed.</p> <p>There was a discussion around the changes to TEF and future possibilities.</p>

10.	<p>Decolonisation of the curriculum</p> <p>The Committee was informed that this matter had been on the C&Q actions for some time. Efforts had been made to address it through annual curriculum planning cycle. [REDACTED]</p> <p>[REDACTED] he desire to bring a different approach and perspective to topics that were to be taught was shared.</p> <p>It was proposed that this be taken forward by this committee and the HE Curriculum group, to ensure the range of different perspectives, to give the broadest possible perspective on topics where history had an impact. The institution should be a place where difficult topics can be discussed.</p> <p>A governor asked if we had approached our curriculum providers to ensure that they were considering this in their curriculum structure.</p> <p>The EDI group, with cross college membership would also consider this approach for FE provision. There had been changes in some of the less obvious places, including engineering and business. Reading lists were being reviewed to expand horizons and module titles being reviewed to ensure the broadest presentation and spectrum of voices. This breadth of opinion and experience is not immediately available internally so a special effort needed to be made to ensure students were hearing from other places.</p> <p>Governors recognised this was an ambition the college is trying to achieve and improve on in a very complex and challenging area, under active debate across the country. It was recognised it was an ongoing project under continuous review. Governors considered good progress was being made.</p>
11.	<p>HE COMPLIANCE</p> <p>A) Summary update report - Inc. ILR Audit Report This had been reported to the Audit Committee and it was confirmed that all actions had now been completed and closed down. The Committee was assured that if 20/21 data were to be reviewed there would be a clean bill of health.</p> <p>B) OFS Reportable Events A standing item, governors were assured the college remained compliant with the many compliant requirements and condition of registration of the OfS.</p>
C)	<p>POLICIES</p> <ul style="list-style-type: none"> • Tuition Fees policy • HE Student Transfer Policy <p>It was agreed the policies would be circulated by email for comment and recommendation to the Governing Body</p>
	<p>Governance</p>
14.	<p>Review of Confidential Business No items were recorded a confidential.</p>

15.	URGENT BUSINESS There was no urgent business.
16	Date of next meeting 3 rd March 2022
	The meeting ended at 10.12
