

North Lindsey College

CORPORATION
HIGHER EDUCATION PERFORMANCE AND QUALITY COMMITTEE

Minutes of the Meeting held on 5 July 2017

1 **Present**

M. Keyworth (Chair), A. Briggs, M. Butler-Holmes, S. Johnstone, M. Lochran

In Attendance: J. Charles

2. **Apologies** R. Hewson, A. Monighan, A. Tyrrell

3 **Chairmanship**

It was proposed by A. Briggs and seconded by M. Lochran that M. Keyworth be nominated as Chair. M. Keyworth accepted and took the Chair.

4 **Declarations of Interests**

Members were reminded to declare any personal or financial obligation, allegiance or loyalty which would in any way affect decisions in relation to the subjects under discussion.

5 **Terms of Reference**

Members noted the Terms of Reference for the Higher Education Performance and Quality Committee which had been previously approved by the Performance and Quality Committee and the Corporation Board.

Later in the meeting there was some discussion regarding the Governance Function of the committee and it was agreed that the financial aspect is best left to be considered by the Finance and General Purposes Committee. The first bullet point should therefore read

- To consider the use of academic performance

Reports will be fed through to the Committee from the SLT and minutes from the HE P&Q meetings will be presented to the Corporation Board.

6 **Quality Assurance Agency Quality Review Visit**

Members received the first draft report arising from the Quality Assurance Agency (QAA) Quality Review Visit (QRV). The final version which took account of the College's response, is still to be published. The report remains confidential to the College until the Higher Education Funding Council (HEFCE) make the decision to publish all QRV reports.

The QRV process represents a transitional model for those colleges originally scheduled for Higher Education Review in 2016-17.

The QRV considered the College's arrangements against the relevant aspects of the baseline regulatory requirements for higher education as part of the revised operating model for quality assessment. The QAA review team formed the following rounded judgements about the HE provision at the College.

- There can be confidence that academic standards are reliable, meet UK requirements and are reasonably comparable
- There can be confidence that the quality of the student academic experience meets baseline regulatory requirements.

The review team identified the following areas for development that have the potential to enhance quality and/or further secure the reliability and/or comparability of academic standards at North Lindsey College. The advice given was to:

- Evaluate the measures being taken to improve the consistency and effectiveness of programme committees
- Make clear, and improve the consistency of its policy on the requirement for academic staff to possess a teaching qualification
- Ensure that an introduction to quality processes is explicitly incorporated into the induction for new staff

It was noted that the third developmental point had been challenged as it was felt that its inclusion was not proportionate. The overall report was good however.

MBH commented that the QRV model is an audit based method which reported by exception. The supporting information and checklist from the University Centre which had supported the process had been comprehensive. The final report had awaited the results of the recent Teaching Excellence Framework awards before publication which is now imminent.

Members congratulated the HE team for the amount of work completed for the QRV.

7 **Teaching Excellence Framework**

Members received the Teaching Excellence Framework Statements of findings report received from HEFCE. The outcomes of the TEF Year Two are now in the public domain along with the provider submission to HEFCE in January 2017.

The Teaching Excellence Framework is a new scheme for recognising excellent teaching in addition to existing national quality requirements for universities, colleges and other higher education providers. It provides information to help prospective students choose where to study. The TEF is voluntary and each higher education provider decides whether or not they

wish to take part. Gold, silver or bronze awards are made reflecting the excellence of teaching, learning environment and student outcomes.

North Lindsey College HE provision had received a Silver Award. The award will be in place for 3 years unless the College chooses to reapply. Further analysis of findings will take place in preparation for a detailed report to be presented in September. Initial results show that the usual benchmark comparator colleges, e.g. Grimsby Institute, Hull, Doncaster, Bishop Burton and East Riding all received Bronze ratings. Of the partner universities, i.e. Lincoln, BGU and Huddersfield achieved Gold; Sheffield Hallam and Hull achieved Silver. It was noted that the College had targeted a gold award and a factor in the final award being silver was the low number of graduates in graduate level jobs 6 months after the completion of their studies.

Consideration is being given to awarding subject level TEF awards in future. It was acknowledged that this would be very relevant to students and show true accountability.

Members congratulated the Higher Education Centre staff in achieving a silver award, which was commendable. A combined QAA and TEF celebration will be held in September.

8 Higher Education Quality Standards and Performance Report

Consideration was given to the reporting process.

MBH said that the HE Board of Studies had recently been held; the quality and standards report to that group which included achievements, retention, targets, students survey results and areas of development would be useful to the HE P&Q group in a summarised form. SJ said that a report taking account of the objectives within the terms of reference of the HE P&Q Group would be interesting for Members.

Reports proposed for throughout the year were:

- External body reviews and the College's response
- Outcome of periodical reviews
- Annual provider review
- Complaints and near misses
- Recruitment, retention and progression
- Target setting at programme level
- Higher level apprenticeships and development
- Pathways from FE to HE
- Curriculum development
- Widening participation
- HE Development Plan

It was agreed that a guest speaker from one of the cognate areas would be asked to address the HE P&Q Committee at the start of each meeting,

MBH

thereby raising awareness of the provision available, scholarship engagement and employability.

The HE Development Plan for 2017-18 will be available for the next meeting. MBH
In the interim, MBH will circulate the 2016-17 Development Plan to all members.

Date	Item	Action Point	Who	When
5.7.17	8	It was agreed that a guest speaker from one of the cognate areas would be asked to address the HE P&Q Committee at the start of each meeting.	MBH	Nov 17
		The HE Development Plan for 2017-18 will be available for the next meeting. In the interim, MBH will circulate the 2016-17 Development Plan to all members.	MBH	Nov 17