

BLACKPOOL AND THE FYLDE COLLEGE

QUALITY AND STANDARDS COMMITTEE

MINUTES OF A MEETING HELD ON TUESDAY 10 OCTOBER 2017, 5.00PM

IN ROOM 204 ON THE UNIVERSITY CENTRE CAMPUS

Present: N Farley (in the Chair) Independent Member
H Broughton MBE Independent Member
A Parmley Independent Member
L Wareing Co-opted Subject Specialist

In attendance: P Howard, PDH Advisory Limited (Clerk to the Corporation)
K Coughlan, Director of Quality and Standards
S Hughes, Vice-Principal for Quality and Curriculum
C Dunn, Vice-Principal for Higher Education and Student Enhancement

1. Chairman and quorum

Anne Parmley took the chair and noted that due notice had been given to all committee members and that a quorum was present. Accordingly, she declared the meeting duly convened and constituted.

2. Apologies for absence

No apologies for absence were received. Apologies for late arrival were received from N Farley.

3. Minutes of the previous meeting

The minutes of the previous meeting held on 7 March 2017 were **APPROVED** as a true and accurate record. Note was made of the fact that the May meeting of the Committee had been cancelled due to the fact that national benchmarking data had not been available in time for the meeting.

Neil Farley joined the meeting and took the Chair.

4. The Future of Learning

The Director of Quality and Standards presented a report which had been circulated with the agenda to inform the Committee of potential developments with regard to learning and teaching at B&FC. The paper identified nine drivers of educational change within the national education system and noted that increasing importance is being placed on personalised learning and the need for greater flexibility in how students access their learning programmes. The Committee commented on the

high quality of the report, which had facilitated good levels of understanding amongst Committee members.

In response to a question from H Broughton surrounding the actions that are likely to follow the report, the Director of Quality and Standards noted that effective use of technology is key, and that it will be necessary to remove any barriers, or indeed any perceived barriers, to students being able to access their learning programmes remotely. The Vice-Principal for Quality and Standards commented that additional investment in technology may not be necessary as B&FC has been involved in digital innovation for some time. As an example, he noted that c.20% of all learning materials are already available online. That said, the need to consider whether the systems and processes in place remain optimal was acknowledged.

The Committee requested that the report be added to the next Corporation Board agenda for information.

ACTION: Clerk to the Corporation

The Committee **RECEIVED** the report and noted the content.

5. Higher Education Curriculum Development

The Vice-Principal for Higher Education and Student Enhancement presented a report which had been circulated with the agenda to inform the Committee of progress in ensuring the continued currency of the higher education curriculum.

Particular note was made of the fact that revalidation of courses and the introduction of new programmes is progressing well and that the first B&FC Foundation Degree had been approved.

In response to a question from H Broughton, the Vice-Principal for Higher Education and Student Enhancement advised that the first B&FC Foundation Degree had been developed in Marine Engineering and Electronic Engineering as a direct response to feedback from industry. In response to a further question from L Wareing, confirmation was provided that an honours qualification is already available for those students who wish to continue their higher education studies.

The Vice-Principal for Higher Education and Student Enhancement confirmed that regular reviews of the higher education curriculum take place in order to ensure that the courses remain valid and effective, and she also provided a briefing on how B&FC is working with employers to provide courses that are desirable and meet employers' needs, whilst maintaining academic rigour.

The Committee **RECEIVED** the report and noted the content.

6. English and mathematics report

The Vice-Principal for Quality and Curriculum presented a report which had been shared in advance of the meeting to provide a year-end update on student outcomes for English and mathematics, as well as information on retention, achievement and attendance.

Headline information regarding GCSE maths and English performance for 2016-17 was provided, and note was made of the fact that national data had not yet been released and thus comparison was not yet possible.

The Committee **RECEIVED** the report and noted the content.

7. Outcomes 2016-17

The Director of Quality and Standards presented a report which had been circulated with the agenda to outline performance against the key outcome measures for further education, higher education and apprenticeships. In response to a comment from H Broughton, it was agreed that future versions of the report would include a comparison of performance against the top 10% of colleges nationally.

The Committee **RECEIVED** the report and noted the content.

8. Level 3 value-added and Level 2 distance travelled 2016-17

The Vice-Principal for Quality and Curriculum presented a report which had been circulated in advance of the meeting to provide an analysis of actual student performance against minimum target grades set using national Level 3 Value Added (L3VA) data where appropriate and using internal grade scoring for other Level 3 and Level 2 qualifications. Confirmation was provided that the targets identified within the report are set internally.

In response to a question from H Broughton, the Vice-Principal for Quality and Curriculum advised that the externally-published measures are individually determined, taking into account a number of factors including the entry qualifications of students.

The Committee **RECEIVED** the report and noted the content.

9. Learning, teaching and assessment outcomes 2016-17

The Director of Quality and Standards presented a report to inform the Committee of the findings from lesson observations undertaken during 2016-17.

In response to a comment from L Wareing, it was agreed that future versions of the report would include clear information on the percentage of eligible staff that had received an observation.

The Committee **RECEIVED** the report and noted the content.

10. Student and employer survey 2016-17

The Director of Quality and Standards presented a report in order to share the results of the 2016-17 student and employer survey. Good performance was noted, and it was agreed that future versions of report would provide information around the response rate and include benchmarking information from the top 10% of colleges.

The Committee **RECEIVED** the report and noted the content.

11. Interim student progressions/destinations for FE and HE

The Director of Quality and Standards presented a report in order to outline the progression and destination data for FE and HE students.

The Committee **RECEIVED** the report and noted the content.

12. HEFCE quality assurance statements

The Vice-Principal for Higher Education and Student Enhancement presented a report in order to provide the Committee with detailed information in support of the the HEFCE assurance statement, submission of which must be approved by the Corporation Board.

The Committee reviewed each of the assurance statements required to be made and approved by the Corporation Board, and considered the supporting information which had been provided for each statement.

Having given the matter significant scrutiny, the Committee **RECOMMENDED** that the Corporation Board approves the submission of the relevant assurance statements detailed in the report to the Higher Education Funding Council for England.

The Committee also suggested that the final column in table 2 be amended so that the current wording of “not directly” is replaced with “contributes to the evidence base” where appropriate.

13. Being outstanding

The Vice-Principal for Quality and Curriculum presented a report in order to provide the Committee with an overview of an Ofsted inspection and a summary of the systems in use to ensure that standards are maintained to ensure inspection readiness.

The Committee **RECEIVED** the report and noted the content.

14. Date, time and venue of next meeting

The next meeting of the Quality and Standards Committee will be held on 12 December 2017, 5.00pm on the Bispham Campus.