

**MINUTES OF THE MEETING OF THE PERFORMANCE AND STANDARDS
COMMITTEE HELD ON TUESDAY 19TH JUNE 2018 AT 4.30PM IN ROOM K021**

MEMBERS PRESENT:

Prof Pauline Odulinski – PO – Chair
Cllr Sue McDonald – SM
Dr Hilary Duckett – HD
Ms Cheryl Powell – CP

IN ATTENDANCE:

Mr Ben Manning – BM – Vice Principal Curriculum &
Quality
Mrs Julia Tindall-Jones - Clerk

P&S 18/09 Item 1 – Apologies

Apologies had been received from Phil Davies, Nick Holman and Cheryl Hext.

P&S 18/10 Item 2 - Minutes of the Last Meeting

RESOLVED that the minutes of the Meeting of the Performance and Standards Committee held on the 27th February 2018 be approved and signed as a correct record.

P&S 18/11 Item 3 – Matters Arising

The Clerk informed the meeting that there were no matters arising not covered by the agenda.

P&S 18/12 Item 4 – Confidential Items and Declaration of Interests

RESOLVED that no items required to be treated as In Commercial Confidence or Part II.

No declarations of interest were made at the meeting.

P&S 18/13 Item 5 – Performance & Standards KPIs Dashboard

BM introduced the dashboard and highlighted the following:

- FS achievement is currently at a good level although there remain a number of students who have not achieved and these will be targeted over the summer with extra classes.
- Work Experience (WE) – 62% completed and a further 31% on track to complete – improved from last year. SM asked about the employer perspective regarding WE. BM responded that the changes in qualifications were a concern for employers and the

introduction of T-Levels where an inclusion of Industry Placements are required will be very difficult to manage and will require significant buy-in from employers. The Chair suggested that it might be worth investigating whether a swap programme could be introduced whereby WE students replaced apprentices when they were at the College. BM agreed to consider this as the College was very open to innovative approaches. Learner Satisfaction at 93% - the highest level ever. FE Choices interim data received and is looking positive but will be reported on once formalised.

- Attendance at 90.5% and Retention at 97.1% - improved from last year.
- Attendance for English and Maths has seen a positive improvement all year round but efforts continuing to maintain this upward trend.
- Attendance and Retention in both H&SC SSA 1.3 and Access courses have improved.

The Chair congratulated BM on the continuing upward trend in all the areas the dashboard covers and asked whether there were any particular areas he was concerned about going forward? BM responded that Care remained his top priority as recruitment was increasing with students needing more support and unplanned health problems with staff impacting the whole academy. BM added that Level 2 and 3 Science were also areas that needed closer monitoring.

There followed a brief discussion around Care and the type of students who needed support and SM gave a brief contextual report on care in the city and the impact of schools that were not meeting national standards.

BM concluded his report by reminding Governors that outcomes were as yet unknown as GCSE exam results were not due until August. BM added that the introduction of Technical Exams had also been an issue for some students who had enrolled on courses where exams had not traditionally been required. These results are also expected in August and were an unknown quantity and could impact on recruitment as students who failed them would be unable to continue on to the second year of the qualification and would have to retake the exams in January. BM confirmed that he would be monitoring outcomes closely and would be reporting to both Corporation and P&S Committee in the autumn.

The Committee NOTED the Performance & Standards KPIs Dashboard.

P&S 18/14 Item 6 – Female Achievement Gaps Update

BM introduced his report and explained the context and background to the statistics presented. He informed the Committee that the results were contrary to the national trend in that young females had higher levels of achievement than young males statistically. However BM pointed out that both results were above the National Average and that regionally the College rated 7th out of 19 colleges. However, despite these results, he informed the Committee that the College was not complacent as it recognised that the achievement gap between young females and young males was too big at 3.4% and actions were being put in place to narrow them.

Governors discussed the actions being taken and recognised that the College was working hard to narrow the gap. BM commented that female achievement in English and maths and Functional Skills was a particular issue and significantly affected overall female achievement. HD asked what was being done to improve achievement in this area and BM highlighted the work being done by the Student Liaison Team to encourage and maintain engagement. HD suggested that classroom observations could monitor whether more attention was unconsciously being given to young males and BM agreed that this would be considered.

The Chair commented positively on the work being done in terms of providing positive role models and was reassured that the College was not complacent.

The Committee NOTED the Update on Female Achievement Gaps.

P&S 18/15 Item 7 – Learner View – Internal Summer Survey Results

BM introduced the Internal Summer Survey Results which had previously been brought to Corporation. The Committee noted the improvement in the response rate. Governors then discussed the actions being taken to address the areas where responses had been less positive in particular CDSI where focus groups at all levels and all faculties had been instigated.

The Committee NOTED the Internal Summer Survey Results.

P&S 18/16 Item 8 – Teaching, Learning and Assessment Report

BM presented the annual Teaching, Learning and Assessment (TLA) report and updated the Committee on the activities undertaken focussing on improving and enhancing TLA in 2017/18. BM highlighted the following activities and initiatives:

- Peer Observations have had considerable impact as the Teaching and Learning Coach (TLC) has collated a list of outstanding teachers who are encouraged to share best practice.

- Learning Walkthroughs conducted by Academy Managers, Directors and the TLC have had a positive impact on teaching staff as feedback and support has been prompt and effective. The use of technology has also benefited the process.
- TLA Forums have been held termly and have given the staff the opportunity to feedback on TLA matters. These inform the higher level TLA Group agenda which concentrate on TLA, internal quality assurance and technology. Governors discussed the possible usefulness of a governor attending the TLA Group and the Clerk undertook to follow this up with Governors outside of the meeting. **(Action: Clerk to source a volunteer from the P&S Committee to attend the TLA Group).**
- Learning Technologies – BM asked the Committee to note TMR’s success in creating a Level 4 Engineering programme through a blended learning approach liaising closely with marine industries. This approach has been commended by the ETF and AoC and the College has been asked to deliver training nationwide.

The Committee NOTED the Teaching, Learning and Assessment Report.

P&S 18/17 Item 9 – Governor Link and Learning Walk Report

BM briefed the Committee on the involvement of Governors in learning walks, link visits and self-assessment validation panels over the last year. Governors discussed the report and agreed that more involvement would be beneficial and that the possibility of theming learning walks should be considered.

The Chair commented that the advent of co-delivery/co-design partnerships with employers gave rise for the possibility of governors also being involved. This would encourage better engagement and greater use of local networks and might boost greater employer participation. Governors agreed that closer partnerships with employers would benefit the College significantly and that any contribution Governors could make to facilitate this should be encouraged.

The Committee NOTED the Governor Link and Learning Walk Report.

P&S 18/18 Item 10 – Annual Review of Cycle of Business and Themes Going Forward

BM then asked Governors to consider the Committee’s Cycle of Business and determine the themes going forward for 2018/19. Governors discussed this request and agreed that the following items

should be added to the P&S KPIs and Dashboard to be brought to each committee meeting:

- Young Female Achievement
- Apprenticeships
- HE Achievement

Further the Committee agreed that the November meeting should include the HE Quality Action Plan and the June meeting should replace “Review projected achievement rates” with “Concerns regarding potential outcomes”.

It was further agreed that a presentation on Careers Training should be delivered to the Board in the coming year.

➤ **BM and Clerk to arrange a Careers Training presentation to the Board in 2018/19.**

The Chair suggested that the process of self-assessment to provide governance input to the College SAR should be reviewed and the possibility for external validation investigated.

➤ **Chair and Clerk to discuss further.**

P&S 18/19 Item 8 - Date of the Next Meeting

The next meeting of the Performance and Standards Committee will take place on Tuesday 30th October, commencing at 4.30pm, in Room K021.

There being no other business the meeting closed at 6pm.

SIGNED _____ DATE _____