

Minutes of the Students, Curriculum and Quality Committee Meeting

Held Tuesday 15 June 2021

Present Lance Hanson (*Chair*), David Allen, Andy Dobson (*Principal*), Zubeda Limbada,

In attendance Joanne Williams (*Director of Learning and Teaching*)
Mandy Davis (*Director of Learner Services*)
Gail Rothnie (*Governor*)
Jennifer Sunter (*Clerk to the Corporation*)

1	Apologies
	Apologies were received from Joanne Rouse.
2	Declarations of Interest
	There were none.
3	Minutes of the Students, Curriculum and Quality Committee Meeting held 16 March 2021 and Matters Arising
	The minutes of the Students, Curriculum and Quality Committee Meeting held 16 March 2021 were approved as a correct record. Under Matters Arising the Chair noted the update regarding current actions.
4	Context
	4a Current Contextual Considerations
	<p>Joanne Williams outlined headline areas impacting the College provision and support for students.</p> <p>The current formulation and inputting of Teacher Assessed Grades was required for most current students. The College was also mindful and preparing to address the impact of assessed grades on incoming students for 2021/2022. The areas of curriculum covered would not be as consistent as that of GCSE's, providing a more irregular starting point. Additionally, catch-up funding for students, to address lost learning through the pandemic, was much lower than anticipated.</p> <p>While T Levels were commencing, geared towards higher achieving students, the College needed to keep a watching brief on other qualifications, particularly Level 3 Applied Generals, which could be removed from the list of funded qualifications. This could negatively impact student choice, particularly those for whom A Level, T Level or Apprenticeship routes were unsuitable.</p> <p>Members noted the changing face of the Adult Learner curriculum offer, with retention of courses already doing well and new courses focusing on appropriate offer, aligned with regional needs.</p> <p>Members asked questions on teacher assessed grades and content gaps and noted that the College planned A Level induction to identify gaps.</p> <p>Members further noted that the position on exams for 2022 was still unclear.</p> <p>The update was noted.</p>
5	Performance
	5a Student Performance and Progress Report

	<p>Joanne Williams outlined key points in relation to student performance, and questioning from governors, including that:</p> <ul style="list-style-type: none"> • issues impacting on A Level retention would follow into 2021/2022 • online attendance was quite good and had improved, particularly for Maths rather than English, illustrating that online learning was more suited to some subject areas • changes of staff had been addressed • necessary assessment moderation had been applied <p>Joanne Williams shared the Power BI Dashboard with members, to illustrate its use in data analysis reporting for governors. Members asked questions about scope and range of data detail the dashboard could support. With reference to questions about more complex assessment and attainment data, Andy Dobson answered that this was yet not clear, however, steady development and considered utilisation for the Corporation would support useful and appropriate levels of data detail for members.</p> <p>The report was received.</p>
5b	Teaching and Learning Report 2020/2021
	<p>Lesson observations had been of mostly online teaching and had demonstrated some very positive practice that should be retained going forwards. Students reflected on how far teachers had travelled in online delivery across the periods of lockdown and felt well supported. Use of applications had supported teaching and learning quite specifically. There had been scope to use more innovative methods, with areas such as Catering and Hair and Beauty finding good ways to address practicals.</p> <p>Pupil questioning was overall good, with some increased participation, particularly by quieter students and much use of the chat function.</p> <p>Members asked questions about use of own or College devices, how to move forwards with blended learning, access to staff training and how to support a return to good classroom practice.</p> <p>Joanne Williams noted that students did use their own devices, that College devices had been given out and that the Student Hub provided needed space for students and online learning.</p> <p>Andy Dobson noted the keen focus on core business of learning and that what was effective should be retained. Subsequently, the timetable for 2021/2022 included an allocation for each area for some online provision to be used most appropriately.</p> <p>Staff had been contacted and supported with access to applications and sharing of good practice. Current staff development was on offer now and weekly development opportunities were planned for 2021/2022, to support staff, mindful of the challenges of returning to full classrooms in September.</p> <p>The Chair noted the materials available to new teachers through the Early Career Framework.</p> <p>The report was accepted.</p>
5c	Courses Under Notice June 2021 / QIP Update
	<p>Joanne Williams provided an update on movement with regards to courses currently under notice.</p> <p>While there should be good pass rates for A Levels, the achievement rates would be low. As reported, A Levels would remain under notice, but actions on what to do differently were being considered. Retention for Vocational courses had improved, and good pass rates were expected, with some courses no longer being under notice.</p> <p>Members asked about the rating system used. Joanne Williams explained that in the absence of national data the rating was based on current internal assessment, with examples given.</p>

	<p>Questions were also asked about student retention. Andy Dobson explained the census date and further emphasised the issues surrounding two year A Level courses and actions to mitigate these.</p> <p>Members noted the report and the provision of the updated Quality Improvement Plan.</p>
5d	Report on Adult Learning Provision
	<p>Joanne Williams outlined further that the current Adult Learning courses such as Counselling, Accountancy and Functional Skills had performed very well and required little marketing to recruit. While the pandemic had stopped offer within community locations, the plan was to resume these going forward.</p> <p>The report was accepted.</p>
6	Planning
6a	Curriculum Planning Update
	<p>Joanne Williams added to her overview of current provision for Adult Learning with plans to offer additional opportunities that are relevant for Halesowen College and based on current labour market information.</p> <p>Access courses in Animal Management and Policing could be provided for adult groups, Barbering at Level 2 would be reintroduced, and Level 2 Make Up Artistry would be offered as a bridge to other broader qualifications. The curriculum was further evolving to address free Level 3 offer and courses leading to employment. This impacted on the approach by Marketing and Admissions and the information advice and guidance provided for adult learners on courses and routes to employment.</p> <p>Members asked about collaboration and competition with other providers. Joanne Williams responded that in communicating with Dudley College there were some very clear areas of delineation on provision, such as Digital courses and that the College had some niche provision.</p> <p>The report was accepted.</p>
6b	Student Recruitment Review
	<p>Members discussed current recruitment information, particularly the rise in applications for A Level courses. While this was very positive, it was tempered with challenges in translating admission to the appropriate course for each student.</p> <p>Vocational recruitment was also noted, with good progression from Level 2 to Level 3 qualifications.</p> <p>Andy Dobson reported on student tracking undertaken by IT in considering the journey from application to actual course, reviewing what happened and how this informed projections and more detailed understanding. This informed pastoral advice and guidance.</p> <p>Members further discussed diagnostic, early assessment work, the challenges of student applications based on teacher assessed grades and the short period for review and course adjustments.</p> <p>Mandy Davis explained the wide range of activity now being addressed through student digital induction, which included several assessments to gauge where a student was at entry. The process and programmes being used were geared towards building student resilience, working with preventative measures.</p> <p>The report was accepted.</p>
7	Pastoral
7a	Pastoral Update April 2021 – June 2021
	<p>Mandy Davis highlighted the key points of pastoral activity since last reporting, including a range of events before the end of term, future developments including</p>

	<p>involvement in The Halesowen Bid, and updates on Equality, Diversity and Inclusion, Safeguarding and SEND.</p> <p>Mandy Davis also highlighted some of the excellent work students had been engaged with.</p> <p>Members discussed the increase in applications from students with Education and Health Care Plans, which had sharply risen.</p> <p>Members also noted that the College had invested in new software for recording safeguarding concerns.</p> <p>The Chair noted the positive atmosphere on the main College campus and Mandy Davis reported that the recent inductions of the student ambassadors supported this, with students very happy to be in College.</p> <p>The report was accepted.</p>
8	Any Other Business
	The Chair thanked staff on behalf of the Committee for all their hard work across a challenging year.
9	Date of Next Meeting
	The date of the next meeting would be confirmed under the calendar for 2021/2022, to be approved on 30 June 2021.

The meeting closed at 7.15pm

ACTIONS ARISING FROM MEETINGS		
<i>Actions from the meeting held 17 November 2020</i>		
Action 14a	<p>Any Other Business</p> <p>Joanne Williams proposed that apprenticeships and adult provision be addressed specifically in March and June meetings of the Committee, respectively.</p> <p><i>Achieved. /Closed.</i></p>	<p>JWi</p> <p>March 21</p> <p>June 21</p>
<i>Actions from the meeting held 16 March 2021</i>		
Action 3a	<p>The minutes of the meeting held 17 November 2020</p> <p>The Clerk also noted that with regard to reporting on Current Year targets under item 9, that this item be included in the June Committee agenda.</p> <p><i>Update: These will now be provided to Corporation as part of all College targets.</i></p>	<p>June 21</p>
Action 4a	<p>Student Performance and Progress Report</p> <p>Members asked questions about data provision. It was recognised that data across cohorts impacted by the pandemic could not be viewed as normal, and therefore it was hard to extract patterns or trends, however, reports could be adapted to include numbers in addition to percentages across three years.</p>	<p>June 21</p> <p>September 21</p>
Action 6a	<p>Pastoral Report</p> <p>It was agreed that consideration would be given to reporting on equality and diversity.</p>	<p>21/22 Cycle</p>
Action 9a	<p>Report on Apprenticeships</p>	<p>June 21</p>

	<p>Members noted the large number of actions and how this related positively to close support, management and oversight of the area. It was agreed that the report would be returned to the Committee for monitoring.</p>	<p>September 21</p>
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