

BLACKPOOL AND THE FYLDE COLLEGE
QUALITY AND STANDARDS COMMITTEE
MINUTES OF A MEETING HELD ON TUESDAY 15 MAY 2018, 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. Chair and quorum

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

He noted that this meeting would be the last to be attended by Helen Broughton, who would be leaving the Corporation Board at the end of the year. On behalf of the Committee, he extended sincere thanks to Helen for her many years of service.

2. Apologies for absence

No apologies for absence were received.

3. Declarations of interest

There were no opening declarations of interest.

4. Minutes of the previous meeting

The minutes of the previous meeting held on 6 March 2018 were **APPROVED** as a true and accurate record.

5. Teaching Excellence and Student Outcomes framework presentation

The Director of Quality and Standards delivered a short presentation to outline the new Teaching Excellence and Student Outcomes Framework (TEF) and confirmed that B&FC had provided a response to the consultation, with a recommendation of

model A as outlined within the slides. The Vice-Principal for Higher Education and Student Enhancement informed the Committee that participation in the TEF is mandatory for all organisations that are successfully registered by Office for Students and L Wareing commented that it is currently difficult to know how all new elements will fit together. The matter would be kept under review.

The Committee received the report and noted the content.

6. Update on Office for Students

The Director of Quality and Standards presented a report which had been circulated with the agenda to update the Committee on the development of the Office for Students and the associated regulatory framework. She noted that a risk-based approach will be adopted and, in response to a question from L Wareing, the Vice-Principal for Higher Education and Student Enhancement summarised how the process is being implemented. H Broughton highlighted the key desire to reduce bureaucracy through implementing changes and the Committee noted that the previous five-year cycle of reviews has been removed and replaced by visits based on risk assessment.

The Committee received the report and noted the content.

7. The revised UK Quality Code

The Director of Quality and Standards presented a report which had been circulated with the agenda to summarise the revised UK Quality Code and the Committee commended in particular the fact that the content had been condensed into a single side of A4. Note was made that further guidance will be released in November 2018 and H Broughton suggested that, once this has been published, a map is developed to assist governors to understand the external landscape and regulatory accountability. The Director of Quality and Standards agreed to produce this at an appropriate time; most likely December 2018.

ACTION: Director of Quality and Standards

The Committee received the report and noted the content.

8. 16-19 accountability measures

The Director of Quality and Standards presented a report which had been circulated with the agenda to outline B&FC's performance against 16-19 accountability measures and noted that the first full set of data had been produced by the Department for Education in March 2018. She noted the importance of these data to Ofsted and that feedback from recent inspections had indicated that there is a focus on ensuring that students are not only retained but are also stretched to achieve the best they possibly can. A Parmley noted changes in progress with

English and mathematics and in particular the improved position and the comparatively strong performance when compared with peers.

The Committee received the report and noted the content.

9. HE curriculum development

The Vice-Principal for Higher Education and Student Enhancement presented a report which had been circulated with the agenda to invite the Committee to review progress in ensuring the continued currency of the HE curriculum. H Broughton commented that it had been particularly pleasing to see B&FC's Foundation Degree Awarding Powers being used for the first time, to which the Vice-Principal for Higher Education and Student Enhancement also noted the first top-up to a B&FC validated foundation degree had been agreed.

The Committee received the report and noted the content.

10. English and mathematics report

The Vice-Principal for Quality and Curriculum presented a report which had been circulated with the agenda and invited the Committee to critically review the in-year progress in relation to English and mathematics. The Committee noted that all areas were on track, with the exception of attendance, which had not reduced but which had not significantly improved. In response to a number of questions from Committee members, the Vice-Principal for Quality and Curriculum provided a summary of the measures taken to try and improve this; including the use of additional workshops, STAR sessions and particular note was made of the fact that a member of staff is currently undertaking a Masters-level qualification with a view to undertaking a PhD in English and maths teaching which was proving extremely beneficial. N Farley commented that it is important to consider how students can be made aware of the importance of both maths and English to their future careers.

The Committee received the report and noted the content.

11. Committee self-assessment

The Clerk to the Corporation facilitated a discussion to invite the Committee to undertake a self-assessment based on the 2017-18 academic year. A Parmley commented that it is important that the committee should be able to describe to the Board and to other stakeholders exactly what it has undertaken in each meeting and why, and to ascertain whether the Board feels that it is receiving sufficient assurance and general information from the Committee. The Committee agreed that it was able to describe its role and to explain the challenge that it has provided.

H Broughton asked the members of staff present whether they felt challenged by the Committee and whether it made a difference to the way in which the organisation worked. In response, the Vice-Principal for Quality and Curriculum

highlighted the continuous improvement in reporting which had been prompted by the Committee's tenacity and willingness to challenge. He cited examples of where the Committee had played a part in improving the analysis of data included within reports and thanked the members for their approach. He also highlighted the members' willingness to share examples of quality control and quality assessment from outside the sector as a particular strength of the Committee.

L Wareing commented that the Committee is very good at highlighting areas of concern or matters for discussion, and knows when to bring matters to the Board's attention. H Broughton noted the regular provision of comparative data which allows the Committee to understand not only its own performance but also how it compares. She further noted that, as a direct result of the Committee's involvement, benchmarking is undertaken against the top 5% of colleges rather than the top 10% to ensure continual stretch and improvement.

The Clerk to the Corporation also asked the Committee to consider how it would wish to undertake its next self-assessment. Following discussion, it was agreed that the next self-assessment would be based on the Committee's terms of reference to ascertain how effective it had been at discharging its responsibilities.

12. Schedule of meetings 2018-19

The Committee received the schedule of meetings for 2018-19.

13. Date, time and venue of next meeting

The next meeting of the Quality and Standards Committee will be held on 9 October 2018, 5.00pm on the University Centre Campus.