

**MINUTES OF THE LEARNING AND QUALITY COMMITTEE HELD ON
THURSDAY 28 NOVEMBER 2024**

PRESENT:

Catherine Hill OBE	Chair
Mark Allanson*	Member
Dr Fazal Dad	Principal and Chief Executive
Andrea Machell*	Member
Chelston Philip*	HE Student Governor
Darren Ratcliffe	Member
Clare Shaw	Staff Governor (Academic)

IN ATTENDANCE:

Nathan Rogan	Associate member
Rachel Tarplee	Vice-Principal: Curriculum & Quality
Nicola Clayton	Director: Business Development and Employer Engagement
Liam Doherty	Director of Quality Innovation
Matthew Robinson	Director of Student Support and Experience
Sarah Horeesorun	Director of Governance

*denotes joined via MS Teams

It was noted that the meeting commenced at 17.00pm and was quorate.

The Chair welcomed everyone to the meeting.

1. APOLOGIES FOR ABSENCE

Apologies were received from Committee member, Ram Gupta.

2. DECLARATION OF CONFLICTS OF INTEREST

The Chair advised those in attendance that should members of the Learning and Quality Committee become aware of any potential conflicts of interest they should be disclosed at the earliest opportunity during the meeting.

3. MINUTES OF THE LEARNING AND QUALITY COMMITTEE HELD ON THURSDAY 7 NOVEMBER 2024

The minutes of the Learning and Quality Committee meeting held on Thursday 7 November 2024 were accepted as a true and accurate record.

4. MATTERS ARISING

The Committee noted progress made on the actions from the previous meeting and the Director of Business Development and External Engagement clarified the figures within the Apprenticeships Report to explain an action from the 7 November meeting.

5. PRESENTATION: TRANSFORMING TEACHING

The Chair introduced this Item and explained that it was her intention to have a presentation at each meeting, something with a Learning and Quality theme or association, before handing over to Liam Doherty, Director of Quality Innovation, to talk through the slides.

The slides covered:

- Intent
- Evidence
- Categories
- Outcomes
- Best practice
- Coaching & Mentoring
- Initial Teacher Education

In the commentary, the Director of Quality Innovation explained that the Transforming Teaching approach would contribute to the College vision of 'transforming lives' through the delivery of high-quality teaching and learning that would benefit the students and enhance the student experience.

Transforming Teaching was intended to support and develop teachers and assessors to deliver consistently outstanding teaching, learning and assessment. The approach was informed by the latest and pertinent evidence-based research, and was delivered through Team meetings, the sharing of best practice, CPD opportunities and Learning Breakfasts.

The Chair thanked the Director for the presentation and the Principal and Chief Executive added that it would be interesting to see the impact of staff embracing the new techniques.

A member added that they were impressed by the change in culture with quality assessments being more about support and improvement rather than observation and judgement.

It was though useful to gather information from both the staff and student perspectives as to the impact of Transforming Teaching and the Director confirmed that this would be part of the Quality of Education Reviews and student focus groups.

A member noted that there was no mention of improving students' knowledge, skills and behaviours and the Director explained that this part of the Five to Thrive (five core competencies) identified in each curriculum area.

The Chair commented that this approach was refreshing and moving in the right direction.

6. QUALIFICATION ACHIEVEMENT RATE (QAR) HEADLINE DATA:

The Vice-Principal: Curriculum and Quality explained to members that the QAR Report was all of the Colleges' results that had been submitted to Government.

In the discussions that followed members commented that it was good to see that the gap closing between male/female achievement.

The Committee remarked that the Report showed the high-performance of students and good results and wished that their thanks be shared with all staff.

7. QUALITY IMPROVEMENT PLAN (QIP) FE

The Director of Quality Innovation explained that the College Quality Improvement Plan (QIP) identified the key areas for improvement and enhancement from the Self-Evaluation Report (SAR) and listed a series of key actions to address and improve underperformance.

The Learning and Quality Committee **APPROVED** this version of the 2024/25 QIP bearing in mind the suggested inclusions for future editions and the need to include any recommendations from the Ofsted visit, when known. It was **AGREED** that the revised version be brought to the February meeting.

8. SELF-EVALUATION DOCUMENT (SED) 2024/25:

The Vice-Principal: Curriculum and Quality explained that the College’s Higher Education Self-Evaluation Document (SED) was mainly produced for Lancaster University partners and written in-line with QAA and OfS guidance. It focused on the current position and improvements made in the quality of education delivered, student experience and outcomes.

Pending a few adjustments mentioned above, the Learning and Quality Committee **APPROVED** the College Higher Education SED 2024/25.

9. COURSES REQUIRING SUPPORT AND DEVELOPMENT (CRSD) 2024/25

This Report provided an update on Courses Requiring Support and Development for FE, WBL and HE in 2024/25, including those courses carried forward from the previous year.

The Committee noted that there had been improvement in most of the courses in the process and those rolled courses over from 2023/24.

The Committee noted the content of the Report.

10. ANY OTHER BUSINESS

Learning and Committee members wished that their thanks and congratulations be shared with all staff, commenting that they were pleased and proud of the recent Ofsted visit. The Chair added that she had come into College on the Saturday Open Day to visit and thank staff. The Principal said that the College would do something special in July 2025 to celebrate the Ofsted outcome.

11. REVIEW OF MEETING

The Chair of the Corporation Board and member of this Committee congratulated the Committee Chair on finishing the meeting early.

The Chair thanked members for their contributions.

12. DATE AND TIME OF NEXT MEETING

The next meeting of the Learning and Quality Committee would take place on Thursday 6 February 2025 at 5.00pm in the Exchange Boardroom / via Microsoft Teams.

Signed:

Date: