Barnet and Southgate College Corporation
Quality of Teaching & Student Experience committee
Meeting 25th November 2021

Governors:	Jenny Jarvis Chair
	Nana Brew (Governor)
	Sheila Dawson (Governor) Cait O'Riordan (Governor) via Teams
In attendance:	Neil Coker (Principal) Lorna Lloyd-Williams Head of Governance & Corporate Affairs Lorraine Jackson (Head Teaching, Learning and QI

Italics denotes absence **DRAFT MINUTES**

Item	The meeting opened at 18.09 and was quorate.
1	**APOLOGIES FOR ABSENCE** Apologies were noted for Nana Brew.
2	**DECLARATIONS OF INTEREST** There were no declarations of interest.
3	**NOTIFICATION OF URGENT BUSINESS** There was no urgent business.
4	**MINUTES OF THE MEETING HELD ON THE 23rd September 2021** The minutes of the meeting of the 23rd September were approved as a true and correct record of the meeting save for one minor amendment. Governors raised queries regarding health and social care and whether it had it improved. The Principal advised that Health & social care had seen a 2% drop in achievement but still above national average achievement rate. The

	reasons for this were covid disruption and centre grade assessments. Childcare had dropped but was still 3% above national average.
5	**MATTERS ARISING** The Head of Governance and Corporate Affairs advised the committee as follows: 1. Reflection on quality monitoring process- to be provided at a later date 2. Photos of governors at reception- other more impactful ways in which staff can be aware of governors such as curriculum immersion visits 3. Learner voice- hoping to have a learner voice report for the next meeting of the committee. Governors were also advised that it was hoped to have student representatives attend a committee meeting this academic year when there is a pertinent matter on the agenda. The committee were also updated regarding the position in relation to student governors and the Director of Governance advised that she hoped to have student governors attend at least some of the committee meetings.
6	**COLLEGE SAR & QIP** The Principal presented to the committee on the SAR taking Governors firstly through the self-assessment process. Governors asked that once there is a plan for next years SAR it be brought to the committee. **Action: Principal** Governors were asked to consider some key questions in examining the SAR and providing feedback. Governors questioned whether there was sufficient evidence/ actions in place to address the areas for improvement and move them to Good. They also commented that the college needed to be ambitious for all areas and that the aim was to be more than good. Governors firstly questioned the assessment in relation to apprenticeships. The Principal explained that as the outcomes had been problematic, much of which was due to the pandemic, it was hard to grade this area as good but it was very close to being good and therefore he felt that the actions listed were appropriate. Further details were given of the steps being taken and the Principal confirmed that there would be robust application of actions. Governors also asked general questions concerning the pandemic, its effect on students' mental health and how students could be got to the point where they were capable of learning. This led to scrutiny by the committee of the actions under behaviour and attitudes and Governors were advised of the

	support being given. The committee discussed the need for mental health support inside the classroom as well as outside of it. Governors discussed student support services commenting that they felt this was a strength of the college and asking that this could be acknowledged and detailed more strongly. In relation to attendance, Governors advised they felt there needed to be more in the QIP in terms of actions and that the college could challenge itself more. Governors asked whether the Principal had been able to speak with the safeguarding governor about certain aspects of the SAR and were advised that the safeguarding Governor was happy with the safeguarding arrangements at the college and how the SAR reflects this element. The committee discussed the safety of students further and the actions that had been undertaken by ELT and the Board and asked that this be expanded upon in the SAR. Governors also questioned how much they heard from staff and when there had last been a staff survey. They were advised that this was about 2 years ago and that work was being undertaken on staff welfare and wellbeing. The Principal advised of some of the steps being taken. Governors questioned what the mood of the staff was at this time and the Principal gave details advising the committee of what staff morale was like, highlighting concerns at the moment with staff positivity. Governors stated that they felt the Board should be taking a greater interest in staff wellbeing. There was discussion about how staff and governors could engage. There was discussion about the possibility of a Governor sitting on the wellbeing and welfare committee. **Action:** methods for greater engagement with staff wellbeing to be considered. **Head of Governance & Corporate Affairs.** The committee then further discussed leadership and management and asked that some of the statements be stronger. Governors asked that the fact that a strategy has been agreed by the Board be included. The committee discussed how they could monitor the SAR and QIP and were informed that external challenge had been engaged to help monitor throughout the year. Governors asked that a full update and rag status on the QIP be provided at the March meeting of the committee. **Action: Principal** The committee also agreed to have a one agenda item meeting in January to go through the QIP

	Action: Head of Governance & Corporate Affairs. Governors noted that there had been external validation of the SAR. Overall effectiveness was graded as good and of the College's 20 curriculum areas. • 2 areas had maintained outstanding provision, • 3 areas had improved from Good to Outstanding, • 8 areas had improved from Requires Improvement to Good • 3 Requires Improvement areas had remained at that self-assessed grade for the 2nd year running
7	**KPI REPORT/SCORECARD** The committee considered the scorecard which contained indicators for in - year progress against key measures associated with the quality of students' experiences and progress towards their goals. Governors were asked whether they felt this was a useful method of reporting to the committee. Governors asked that work placement be included in the scorecard and also questioned whether there could be some measure regarding the effectiveness of leadership and management in curriculum areas. The committee discussed the difficulty of measuring this latter point. Governors also questioned how you measure the impacts of measures such as CPD and the committee were advised of what was taking place under the FE development programme. Governors questioned how long it would take to know whether the scorecard was a useful mechanism and the Principal explained the operating mechanisms that were held underneath this and used to inform it. It was agreed that this distinction between seeing outputs and monitoring in-year measures would be helpful for other Trustees to hear and suggested that the principal share this a future board meeting. **Action: Principal.** Governors advised that they want high visibility on any curriculum areas that were requires improvement and for key trends to be detailed. **Action: Principal to bring completed scorecard to January meeting of the committee.**
8	**REFLECTION ON MEETING** The committee considered its key values and asked the leadership felt the challenge and feedback had been constructive. All agreed it had been a valuable meeting and that it had been useful to have the prompts and framing the feedback.

	It was agreed that Ms O-Riordan would provide verbal feedback at the forthcoming meeting in the Chair's absence.
9	**OTHER BUSINESS** **There was no AOB.**
10	**Date of forthcoming meetings** 17 Mar 22@ 18.00 23 Jun 22@ 18.00
	the meeting closed at 19.58