

**Barnet and Southgate College Corporation
Quality of Teaching & Student Experience Committee meeting
held on Monday 11th November 2024
At 18:45 on Teams
(Part 2)**

Present: Jenny Jarvis, Chair
Mark Taylor
Chalene Scott
Tulay Rashid-Grant

In attendance: Maxine Bagshaw, Director of Governance
Victoria Cornwell-Lyon, Deputy Principal
Tracey McIntosh, Deputy Principal
Dave Howley, Head of HE

Item	Description	Action
1	Preliminary items i) Apologies for absence Apologies for absence were received from Elita Eliades and Neil Coker. ii) Declarations of interest No specific declarations were made and standing declarations were noted. iii) Notification of urgent business Chair confirmed that the committee would take the opportunity to discuss Ofsted, specifically the conversations with governors and the timings in relation to these.	
2	Minutes of the previous meeting Committee considered the minutes of the previous meeting held on 7th October 2024 and were content that they were an accurate record of discussions. AGREED: to approve the minutes of the meeting held on 7th October 2024.	

	There were no matters arising. Committee were happy to note the content of the action progress tracker.	
3	Review of agenda items for this meeting Given time constraints it was agreed that several items would be deferred. These were agreed as: • Item 7 - Progression report • Item 9 – 2024/25 headline AFIs • Item 10 – consideration of KPI data reporting to this committee • Item 11 – Student experience/student services report	
4	HE Report Mark Howley was welcomed to the meeting and thanked for his report circulated in advance and he was invited to outline key elements. These included: • This is the annual report for the year • He has delivered HE for many years and has this year taken on the lead role • A generally positive report • Good NSS results, with figures being on or around national comparators • College has scored highly for student support • OfS believes that the quality of qualifications is high • External examiner reports are good • Excellent relationship/partnership with Bolton University • Staff feedback is positive • Admissions position is positive i.e. inclusive, with college able to strongly evidence widening participation • Good engagement with staff and students • Department does act on feedback and an example given was the ability to use teams more. • Graduate outcomes are on or around benchmark/targets set There are several areas identified for development, including: - Partnership with the University of Middlesex – college is currently moving through the process so as to be able to deliver the foundation year i.e. year 0. - Early years foundation degree and top up - Access to the library facilities. Some student voice highlighted, in the NSS survey, that there were challenges in relation to this and therefore it needs to be addressed. Committees' attention was then also drawn to the HE Information Policy which has also been updated and needs to be approved by governors. In general discussion one governor referred to the action plan and the areas for improvement and they asked what framework is used	

	to determine these. Staff advised that it is the OfS framework, with the college having to make sure it meets their demands and expectations regarding quality and outcomes. In addition, college has to meet student expectations. In relation to conditions of registration, one governor referred to the new sexual harassment and conduct requirements and asked whether there are any gaps that need to be filled. Staff advised that the NSS survey now includes specific questions on sexual harassment and, whilst there are no concerns there is more that the college needs to do to promote this with students. When considering the information provided committee passed on their congratulations in relation to: • Outcomes • Student voice • High grades. These were noted at 46% and governors asked what the department is doing to push this up even further. Staff confirmed that there are several initiatives with a real focus on the tutorials improving analytical thinking. This sits alongside continuing support for students and also building skills development into the tutorial sessions. One governor asked how much access students have for online sessions. Staff confirmed that students get full access to Bolton University library facilities, however there have been some staffing challenges that they have experienced this year which has slowed down the level of support. There is now a new administrative support team in place which is already leading to improvements. College acknowledges that it can offer more training in relation to accessing the university facilities. Question and challenge from the committee was whether the college does enough to promote the very positive position. Staff acknowledged that there is always more that can be done, and that staff are currently working with the marketing department in relation to this. Committee asked whether there are any opportunities beyond Bolton and Middlesex Universities. Staff advised that the college is just starting to redevelop its relationship with Middlesex which is a positive, and that Bolton are keen to expand the partnership. All agreed that it is better to have more than one partner to spread the risk. One governor asked what retention means in HE. Staff advised that it is the same as FE and that the college does not use continuation. Challenge from the committee was in future reports to capture the dropouts/deferrals rates so there is a clear picture in relation to this. Committee all agreed that the department has had a great year and all agreed it was pleasing to see growth for the first time. All	
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	acknowledged that the developments with Middlesex University would lead to a really strong partnership.	
4	AOB – Ofsted Committee discussed the Part 1 presentation earlier and noted that there were twelve areas of strength identified and fourteen AFIs. Of the fourteen, seven currently sit under leadership and management and challenge from the committee was whether or not this is too many. Suggestion was that psychologically this could be a presentational issue when the college actually believes that leadership and management is strong. (Tulay Rashid-Grant left the meeting at 7.15pm) Challenge from the committee was to think how the AFI's can be rephrased, particularly the reference to vulnerable groups as this is very different to the SEND group in college. All agreed that Ofsted will want to be assured that the college knows where there are specific areas to improve and that for 'vulnerable groups' this is in mainstream not the specialist centre which is very strong. Challenge from the committee was to narrow down the AFIs to the specific cohorts that they apply to. Request from the committee was to finalise governor involvement in the inspection timetable as early as possible. Committee considered the updated Information Policy and were happy to recommend that these be approved by the Board. Question and challenge from governors was whether the SED includes enough on sexual harassment and particularly how the college meets the obligations. All agreed that it would be good practice to include these, and Dave Howley was asked to update and recirculate before going to board. Subject to this minor addition committee were happy to recommend for board approval (Dave Howley, November 2024). (Dave Howley left the meeting at 7.15pm)	
5	Corporate risks Committee were happy to note the content of the report provided.	
6	Date and time of next meeting This was confirmed as 13th February 2025 at 5.30pm. Meeting closed at 7.30pm.	