

**MINUTES OF THE HE ACADEMIC BOARD MEETING HELD ON 14 JUNE
2022 AT 10.00 AM HELD REMOTELY VIA MS TEAMS**

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MINUTES OF THE HE ACADEMIC BOARD MEETING HELD ON 14 JUNE 2022 AT 10.00 AM HELD REMOTELY VIA MS TEAMS

Present: Phil Dover (Chair), Jane McNeil, Mandie Stravino

In attendance: Roberta Hall, Kate Martin, Heather Simcox, Heather Withington
Rose Matthews (Clerk)

	Action	Date
<p>21/21-22 APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received from Autumn Attenborough and Melanie Lanser.</p> <p>It was noted Gabriel Van Ingel had left the College and applications had been sought for a replacement staff representative which will be announced shortly.</p>		
<p>22/21-22 DECLARATIONS OF INTEREST, CONFIRMATION OF ELIGIBILITY AND QUORUM</p> <p>All members were eligible and the meeting was confirmed to be quorate. There were no new declarations.</p>		
<p>23/21-22 MINUTES OF THE MEETING HELD ON 10 MARCH 2022</p> <p>The minutes of the meeting held on 10 March 2022 were approved as a true and accurate record.</p>		
<p>24/21-22 MATTERS ARISING</p> <p>There were no matters arising.</p> <p>The Chair asked for an update on the HTQ's. The Interim Head of HE explained the first one, Digital was due to commence in September 2022 and over the next 12 months a suite of HTQs were planned, which included health and social care, professional practice and professional education, due to come out in September 2023.</p> <p>The College were working with Derby University through the IoT on the digital one and adding construction in 2024.</p> <p>It was noted the College would be introducing a lot of staff development and awareness raising for teaching staff.</p> <p>The Chair asked if the HTQs would sit alongside current provision or would replace. Digital would replace the existing provision, but engineering and construction would sit alongside.</p>		

	Action	Date
<p>25/21-22 STRATEGIC DIRECTION/ENACTMENT UPDATE (INCLUDING PROGRESS TOWARDS KPIS)</p> <p>The Interim Head of Higher Education presented an overview of progress towards the strategic ambitions and opportunities for the area.</p> <p>The main priority was producing the APP variation plan. A draft had been written, which was due to go out to consultation w/c 20 June.</p> <p>A key focus was the partnership with schools and strategies to engage were shared, which included reviewing the Admissions Policy and targeting 16–18-year-olds through careers advice and guidance, working alongside partner HEIs to target specific schools with students that require support to access HE.</p> <p>Under Priority C – access would be a focus, increasing the student experience from low participating postcodes and the College were looking at the HETLP programme to embrace this.</p> <p>A bridging course had been trialled to support with continuation of students and there had been a successful peer mentoring scheme where Level 5 students supported Level 4 students (referred to by the Student Representative at the last meeting). All students said they found this beneficial in terms of careers development and enhancing their life choices when they leave the College.</p> <p>Attrition for students part of under represented groups would continue to be monitored.</p> <p>The main targets haven't really changed.</p> <p>Attendance in the QIP had been updated and the team were pleased with the results of NSS student survey.</p> <p>Staff had a commitment to scholarly activity and had been publishing lots of development of research opportunities around FE. There was a good relationship with HETLAP to further CPD</p> <p>A robust and valid graduate outcome data collection was in development for July 2022 which will support where the focus needs to be an allow resources to be diverted.</p> <p>There was a culture change in relation to accessing HE. It can be accessed at any stage in lift, which provides a fantastic opportunity for disadvantaged areas and groups.</p> <p>The risks and challenges were shared, which in the main related to recruitment and retention of staff in order to implement the Level 4 and 5 qualifications. As referred to earlier in the meeting staff training for HTQ delivery was already underway.</p> <p>The Chair noted the positive picture with regards to college picking up HTQs and smaller qualifications but questioned how the College stood when HEIs were also looking at this area. It was noted HE</p>		

	Action	Date
<p>courses could not be developed by the College, HEIs had to develop. The College were working collaboratively through partnerships. Universities have and will work in the Level 3 world and there was a huge market in this area.</p> <p>Jane McNeil pointed out the lower fee would be challenging for universities to offer, but with a higher fee more might be able to offer these. It was also said it depended on the best offer for the learner and colleges were geared up for that.</p> <p>Chair said there were some challenging targets in terms of the APP and POLAR quintiles 1 and 2. The data says 50% and nationally reporting around 40%, with colleges taking students who were not in place to complete A Levels at school. Resources had been put in place to address.</p> <p>26/21-22 HE PERFORMANCE</p> <ul style="list-style-type: none"> QUALITY IMPROVEMENT PLAN PROGRESS <p>The Head of HE and the Director of Teaching and Learning Improvement shared progress towards the Quality Improvement Plan.</p> <p>Of the nine QIP objectives, four were green, with five amber and none were red.</p> <p>Reporting by exception, student voice had been impacted by a vacant post, which had now been appointed to and early indication from data of IQS shows 92% satisfaction. Further analysis needs to take place and will be reported later in the year. A different process is being trialled for next year with a student led forum.</p> <p>Curriculum design remains ongoing and will do until the HTQs have been introduced.</p> <p>The APP will remain on amber and will fluctuated depending on the position during the year.</p> <p>Improvements in data collection were already underway to pull out HE data and enable more reliable and robust HE data. A HE Data Dashboard was being worked on which would be presented to the Committee in the future.</p> <p>Marketing and recruitment practices were working well. The relationship between curriculum and marketing was good with work on the prospectus underway and well attended landbased and access to level 3 at the JWC events recently.</p> <p>Jane McNeil acknowledged there were some touch targets and congratulated the team for the work, particularly in relation to continuation. The Chair echoed this and looked forward to receiving the student voice information at the next meeting.</p>	RH	Nov 22

The meeting finished at 11.00 am