

**MINUTES OF THE HE ACADEMIC BOARD MEETING HELD ON 21 NOVEMBER 2023
AT 3.00 PM HELD IN THE BOARD ROOM AND REMOTELY VIA MS TEAMS**

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MINUTES OF THE HE ACADEMIC BOARD MEETING HELD ON 21 NOVEMBER 2023 AT 3.00 PM HELD REMOTELY VIA MS TEAMS

Present: Phil Dover (Chair), Chrissy Draper, Jane McNeil, Mandie Stravino, James Tinson

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

		Action	Date
01/23-24	APOLOGIES FOR ABSENCE		
	There were no apologies for absence.		
02/23-24	DECLARATIONS OF INTEREST, CONFIRMATION OF ELIGIBILITY AND QUORUM		
	All members were eligible and the meeting was confirmed to be quorate. There were no new declarations.		
03/23-24	MINUTES OF THE MEETING HELD ON 21 JUNE 2023		
	The minutes of the meeting held on 21 June 2023 were approved as a true and accurate record.		
04/23-24	MATTERS ARISING		
15/22-23	The TEF update would be discussed later on the agenda.		
29/22-23	Outcomes were the next agenda item.		
30/22-23	RH provided an update on the apprenticeship drop-out. The difference was between completion and the qualification that sat in the standard. The complication was with the data was due to some withdrawals and transfers to universities (Sheffield and Derby) which affected the completion rate.		
	Comparisons were made against national benchmarks and the completion of end point assessments.		
05/23-24	HE OUTCOMES AND CURRICULUM PROGRAMME REVIEW		
	The Head of HE presented the HE outcomes and curriculum programme review with a validation overview, which included some data with student outcomes and provided a summary in terms of continuation and completion.		
	The Group were in excess of the OFS threshold, with the minimum values for B3. One exception was the Sports Foundation Degree Level 5.		

Validation took place over two full half days and a summary of the provisional TEF ratings for 20222-23 were shared:

CURRICULUM AREA	STUDENT EXPERIENCE	STUDENT OUTCOMES	OVERALL TEF RATING
PROFESSIONAL CONSTRUCTION	SILVER (HIGH)	GOLD	SILVER
ENGINEERING	SILVER (LOW)	GOLD	SILVER
TEACHER EDUCATION	SILVER	GOLD	SILVER
SPORT	SILVER (LOW)	GOLD	SILVER
LAND BASED	GOLD (LOW)	GOLD	GOLD
CRIMINOLOGY	GOLD (LOW)	GOLD	GOLD

JM commended the strategic reporting and the mock TEF and went onto ask about the direction of travel for continuation and completion trends. Were they going up or trending down.

In the main trends were going up with Landbased and PGCE maintaining. Public Services had dipped a little due to losing a few students.

The Chair said it was interesting to see that Criminology and Landbased achieved gold in student experience and asked what they were doing differently for the Group's students. The HE community was split between Roundhouse and Broomfield students. A lot of the students at Broomfield stayed with the Group and Landbased had work experience built in with good employer relationships.

In Criminology the Group were fortunate to have lecturers in industry related employment, who organised lots of trips and guest speakers – very much theory in practice.

PD was interested in educational gain in HE and said at some point it would be good to have more information on that.

RH

06/03/24

06/23-24 ENROLMENT 2023-24

Enrolment numbers budgeted target 237 funded learners, with current achievement at 230, with 253 higher or degree apprentices.

07/23-24 TEF UPDATE

Some of this had already been covered under HE outcomes.

Overall the Group achieved silver with gold awarded for student outcomes. The team were working for a double gold next time.

There were resources from the IoT and the HTQ injection fund, with a substantial amount of money capital fed into the higher level courses. The Group were asking the students more about what

		Action	Date
	they wanted, by using technology in practice (for example, light up reins at Broomfield) the students would have more ownership.		
08/23-24	HE KEY PERFORMANCE INDICATORS		
	A summary was presented in terms of progress towards headline KPIs.		
	The APP gaps and demographics are small and statistically insignificant, which was referenced in the TEF report. There was nothing to indicate this cohort were performing poorly.		
	Every team manager had been alerted to gaps in their areas and should be monitoring access and participation – feeding through into the HE QIP.		
	The In-year quality survey – which mirrored the NSS survey had been positive. This was validated by the TEF that teaching is excellent in the HE community – Student satisfaction was high.		
	Attendance and pass rates were also good with employability and careers one of the key priorities for this year.		
	CD said the careers week was a success and provided an opportunity for guest speakers to come into the College. Focus also related to the creation of a LinkedIn account and guidance on how to apply for jobs. JT also confirmed this from a student perspective.		
	JM questioned destination data and said she couldn't tell if employment outcomes B3 metric was high. It was explained the Group captured where students were going, progression data on the OFS website was lagged so the Group looked at immediate data. In terms of classification on the 1-3 metric, the Deputy Principal agreed to clarify and come back to JM.	KM	06/03/24
	JM noted there were fantastic outcomes in terms of small or negligible outcomes and said it would be very interesting to see at the Corporation just what the Group's challenges were in access and participation and the particular challenges in widening participation and the evidence of these. It was agreed JM and the Deputy Principal would discuss these offline.	KM	06/03/24
09/23-24	HE RISK REGISTER REPORT		
	There had not been much movement since the last meeting.		
	Attention was drawn to risk number 8, which had since been resolved.		
	A full review of the Risk Register would be taking place ahead of the next meeting to identify new risks and challenges which are likely following curriculum business planning.		

		Action	Date
	<p>The Committee Chair questioned the relationship in relation to Risk 8 and it was noted this had been resolved and students were satisfied.</p>		
10/23-24	<p>COLLABORATIONS AND PARTNERSHIP REPORT</p> <p>Currently the Group had no sanctions and were fully compliant. Students were receiving their awards through the exam boards.</p> <p>In terms of the HTQ Injection Fund, - there were 6 more HTQs and the Group were working with SHU to deliver. Due to changes in funding routes the Group will look to move away from Foundation Degrees to HTQs.</p>		
11/23-24	<p>OFS COMPLIANCE, REGULATION AND POLICY</p> <p>The Director of Strategy, Policy and Planning summarised compliance, regulation and policy.</p> <p>There had only been one HE QA visit for HE - a low risk with no recommendations.</p> <p>Previous actions and updates relating to OFS compliance had been met with forthcoming deadlines shared.</p> <p>HE policy updates were presented – which included the Industry and Regulators Committee Report into the OFS; the Evidence hub launch to improve student mental health support and; the Lifelong Learning Bill.</p>		
12/23-24	<p>WHAT HAVE WE LEARNED FROM TODAY’S MEETING?</p> <p>Members heard about the validation of the quality of the work and it was useful to hear the view on the regularity landscape and how that will impact the Group’s plans.</p>		

The meeting finished at 3.00 pm