

CORPORATION BOARD CURRICULUM, QUALITY & STUDENTS COMMITTEE



Minutes of a meeting held online on Thursday, 16 March 2023 at 6pm

Present

Jacqui Canton
Vicky Field, Chair
Astrid Schloerscheidt
Sam Wolfe
Robert Weavers

In attendance

Jo Milsom, Deputy Principal
Simon Kibble, Vice Principal
Jack Price, Vice Principal

Governor questions are represented with bullet points, and management responses are italicized.

1. Opening comments, apologies for absence and new declarations of interest

Apologies had been received from Kathryn Schutterlin and Lucy Butler. The meeting was quorate. There were no new declarations of interest and no new matters to be discussed under Any Other Business. Astrid Schloerscheidt was welcomed to her first committee meeting.

2. Minutes of the meeting held on 24 November 2022

The minutes were approved for signature, subject to correcting the spelling of Robert Weavers surname.

3. Matters Arising, Written Resolutions & Action Points

No written resolutions had been circulated since the previous meeting. There was one matter arising that remained outstanding and would be completed by the incoming Clerk in due course. The report was noted.

4. Curriculum Presentation – Land-based Industries

Coral Ward, the Head of Faculty for Land-based Industries, presented an update on the faculty. The range of provision available was highlighted, as were key strengths of enrichment and employer engagement. Future plans for development were discussed.

- Health and safety is an important part of the provision. How do you manage that? *It is embedded in all that we do. Students know that they need to wear their PPE, follow risk assessments and such like. The team are passionate and undertake continuing professional development relating to H&S. The team take it seriously and so do the students.*
- How is recruitment, and how stable is it? Have you got any insight into whether people move into employment or on to other qualifications? *Recruitment is steady and we usually have 160 – 170 learners on study programmes. We had an open day last night with 60 attendees and 6 applications on the evening. Higher Education courses have seen a fall in applications, partly because universities no longer have a cap to their recruitment. We are investigating future options for new HNC/ D courses. From our Level 3 animal courses half the students typically progress to work, and half to university*

The committee noted the update and thanked Coral for her presentation.

Action	By Whom	Deadline
Upload the land-based presentation to the Governor Teams area	Clerk	Immediate

5. Curriculum

5.1 Curriculum report

Jack Price, Vice Principal for Curriculum and Quality, presented the curriculum report and highlighted forthcoming changes in level 2 and level 3 qualifications, and in the college delivery model for English and maths.

- The Level 3 reforms are clearly a big change. How do we begin to prepare and update the skill set of staff, for example? *We have been relatively early adopters of T Levels, and these have gone well and been popular with staff and students. They have generated discussions about project based learning, and new methods of delivery. The early T Level development was undertaken with the support of a Head of Study Programmes post but we now think the faculty teams can take these programmes forward themselves.*
- Can you tell us more about the problems you referred to with the Health T Level? *This was a national problem with the year 1 exams last year. The qualification was referred to Ofqual. We found alternative solutions for our students. Four more T Levels have just been announced as delayed.*
- With more English and maths staff required, will recruitment be a challenge? *It could be, but we are planning to advertise now and also anticipate a small number of existing staff wanting to continue to teach English and maths alongside their vocational specialism.*
- The English and maths plan sounds like the right approach for students, but is there a reputational consideration for the college? *Potentially, so we need to be careful how we present the results. The overall pass rate of the College will increase, but the percentage of students achieving grade 4 or above at GCSE will fall. For those students, we will need to emphasise the progress that they have made (eg grade 1 to 2, or 2 to 3) rather than the “high grade” outcomes.*
- Is there a difference in resource requirements for functional skills and GCSEs? *Yes, functional skills are taught over 72 hours and GCSEs over 96 hours per year. We are capturing these additional hours through the curriculum planning process at the moment.*
- Can you tell me about the changes being proposed to the Performing Arts provision? *We are proposing to hire external theatre and performance venues in order to provide students with a more industry standard experience than we are able to using the current theatre space on the Abingdon campus.*

The committee noted the report.

6. Quality

6.1 Quality Report

The Vice Principal Curriculum and Quality presented the report and highlighted progress towards the college Quality Improvement Plan. Quality-related data was shared for information.

- The data shows that Looked After Children (LACs) continues to be a challenging area. Please can you tell us more about the challenges? *Yes, it remains an incredibly challenging area particularly with students being taken out of county. Our focus is on making sure that those students who are still with us now complete successfully.*

The committee noted the report.

7. Students Report

7.1 Students Report

The Deputy Principal presented the paper. Since the paper had been produced a new SEND review had been released. Colleges were not particularly referenced in the report and the focus of the report is to reduce the number of Education Health Care Plans awarded so there is a potential impact for the college in the future. The review also set out a requirement for a SEND link governor to be nominated. This had been discussed by the Nominations, Remuneration and Governance (NRG) committee.

- Is the College working on the Prevent Action Plan? *Yes, and since the last update to the action plan we have a number of new managers in place so it will be interesting to identify their perspectives as we take this work forwards.*
- Is the work with the refugee group progressing well? *Yes, the project is going really well. It was a very good example of working in partnership and collaboratively with the local schools in Witney.*

The committee noted the report and congratulated the students on the successes listed at the end of the report.

8. Review of underpinning strategies in support of the college Strategic Plan

The Principal presented the report and highlighted the three underpinning strategies that this committee would be responsible for overseeing, namely the Teaching, Learning and Assessment strategy, the Quality strategy and the Curriculum Development strategy.

The committee noted the report.

9. Policies

The committee reviewed the four policies for approval.

- Are there many searches conducted each year? *No, in the region of ten searches per year.*
- At what point in the process do students declare their preference for the member of staff to carry out the search? *This is discussed with the student when we talk to them about the reason for the search.*
- Are there many instances of using reasonable force? *No, to our knowledge it hasn't been used in the last three years. It is primarily to assure staff that if they did ever need to intervene then they could do so safely.*
- Do staff require training in physical restraint? *We don't believe so, as it is so rarely used.*

The committee approved all four policies.

10. Any Other Business

There was no additional business to discuss.

11. Future Business and Reflection

The committee agreed that there should be an update on the Technology faculty at the next committee meeting.

Action	By Whom	Deadline
Add Update from Technology Faculty to the agenda for the next committee meeting.	Clerk	Immediate

The next CQS meeting was scheduled for on Monday 26 June, 2023 at 6pm.

The meeting closed at 7.30pm.

June 26th 2023

Approved for signature:

A Schloerscheidt
26/01/2024 18:23:47

Signature *A. Schloerscheidt*

26/01/2024

Date



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Name	Astrid Schloerscheidt
Email	aschloerscheidt@brookes.ac.uk
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