

BOSTON COLLEGE

MINUTES OF THE MEETING OF THE STANDARDS COMMITTEE HELD ON 14 JUNE 2017

1. PRESENT

Stephen Brown (Chair), George Harrison, Helen Mather, Chris Pett and Ben Webb.

Also in attendance: Janet Hemmant (Clerk to the Corporation), Fiona Grady (Vice Principal: Curriculum & Quality) and Vicki Locke (Head of Quality)

Apologies received from Rowan Dalton, Prof Jayne Mitchell and Amanda Mosek.

Attendance 62%

2. ACTION LOG

Members reviewed the Committee's action log.

3. MINUTES OF THE MEETING HELD ON 19 APRIL 2017

The Minutes of the meeting held on 19 April 2017 were reviewed and approved.

Chris Pett asked about the Apprenticeship Manager and Fiona Grady advised that the post will commence on 1 July.

4. QUALITY KEY PERFORMANCE INDICATORS 2016/17

Members received a report from the Vice Principal: Curriculum and Quality.

It was noted that the dip in 19+ retention was disappointing. For estimated achievement, there is a concern about Teacher Education, Early Years and Schools where 19 learners in Early Years are at risk of not achieving. Some courses where lower achievement rates are predicted are ones which have low national averages. Areas which are likely to have high pass rates include Performing Arts and Music, Visual Arts and Media, Sport and Foundation. English and maths tracking reports show quite a lot of learners who 'could achieve'. This is the first year of predicting in this way and future data will be refined as more experience is gained. The College is now able to better target support where needed to maximise achievement. Stephen Brown queried the link between English and maths forecasting and the KPI progress rating. Fiona advised that the progress rating is on vocational courses and is not directly linked to the English and maths KPI assessment since it includes learners not enrolled on English and maths.

It was noted that it was good to see a new report that for the first time provides a measure of "**progress**" that can forecast achievements.

Stephen Brown asked if apprenticeship progress relates to whole frameworks and it was confirmed that it did. The biggest concern is with electrical apprenticeships where a lot of remedial work is being undertaken. Forecast achievement will be reviewed and compared with actual outcomes later in the year.

It was noted that this information comes from VITAL. Vicki Locke explained that VITAL is still being developed and additional reports have been created since the start of year forecasts meaning the latter are not fully aligned with the information that is now available.

Chris Pett asked if VITAL was relevant to the work of other committees. Stephen Brown felt it would be useful to share this report with the Corporation and give members a presentation on VITAL.

5. TEACHING AND LEARNING UPDATE

Members received a report from the Head of Quality.

There is a big increase in grades 1 and 1.5 this year. Vicki outlined a few performance issues. Stephen Brown asked what happens with small number of staff not achieving acceptable grades. Vicki explained that there were discussions with managers and between managers and staff. The College is looking at moving away from grading next year.

Key points noted were:

- 33 (out of 114) teachers observed achieved a grade 1 or 1.5 at initial observation (compared to 15 out of 117 in 15/16), some of whom have previously not achieved above a grade 2. When looking at this grade profile at programme area level, teachers perform especially well in Hospitality, Hair & Beauty, RSW, Sport and Visual Arts & Media.
- The proportion of grade 1 and 1.5 teaching observed stands at 38% (50 out of 131) (including carry forward) which is higher than the 28% (39 out of 142) observed in 15/16.
- Only one session (1 out of 114) of was judged to be inadequate at initial observation, which is lower than in 15/16 when a total of six (6 out of 117) sessions were judged to be inadequate.
- 83% of teaching (109 sessions out of the 131 observed) is judged to be at least good. This is a little lower than seen in 15/16 when 86% (122 sessions out of the 142 observed) was judged to be at least good.
- Teachers new to the College, with no previous experience in FE, have developed their teaching and learning skills well this year with all except one (15 out of 16) achieving an "OK" developmental within the formal programme area window.

Vicki updated members on ILT and VITAL and advised that the roll out of VITAL has gone well. Reports from the system will form the essence of a future presentation on VITAL.

Vicki reported positive use of Moodle as an independent learning resource. She also outlined other initiatives and planned staff development.

Vicki explained planned changes for next year to move from lesson observations to a more holistic approach. This will produce a fuller report rather than just grades and will give a better measure of what is really happening.

Stephen Brown asked if learner and employer surveys could form part of this. Vicki explained that it will be a broad review but will still identify underperformance.

Chris Pett asked if the broader view could be regarded as more subjective in disciplinary cases. Helen and Vicki felt that it would be fairer taking a broader picture.

It was noted that a further change planned is having link areas for Advanced Practitioners.

6. END OF YEAR SURVEY

Members received a report from the Head of Quality.

Vicki explained that response rates are similar to last year. There are some significant areas of improvement and only one of reduced performance, next steps awareness, which Dawn Telford is addressing. Chris Pett pointed out an anomaly between outcomes on next steps and advice on employment/further study which might be due to the wording of the questions.

The committee looked at gaps in satisfaction and actions being taken in response.

7. QUALITY IMPROVEMENT PLAN

Members received a report from the Vice Principal: Curriculum and Quality.

Fiona explained that this is the cross college improvement plan which is mirrored at programme level. Key things noted were:

- Adult retention is currently 89%.
- The main concern on apprenticeships is electrical. Engineering has done well this year. Electrical is a 4 year apprenticeship and pass rates on the synoptic tests have improved considerably.
- AS levels has a high estimated achievement rate.
- GCSE English and maths looks to be on track, functional skills is not as good.

Chris Pett felt that this report was quite positive and asked how it would feed through to next year.

Fiona outlined the target setting process. She explained that attendance is a continuing challenge and different approaches were being looked at.

8. ANY OTHER BUSINESS

End of year Higher Education Report

Stephen Brown asked if the committee will have HE report to review in November. Fiona Grady advised that the committee will look at targets, and quality, including employer engagement and satisfaction. ●

Committee targets for 2016/17

Stephen Brown asked that we review our progress in meeting Standard Committee targets in the autumn meeting. ●