

BASINGSTOKE COLLEGE OF TECHNOLOGY CORPORATION

CURRICULUM & QUALITY COMMITTEE

MINUTES OF A MEETING HELD ON THURSDAY 15 JUNE 2023

Membership (8):	*	Steve Fussey	External Member	Chair
	*	Joy Bibby	External Member	Vice Chair
	*	Anthony Bravo	Principal	
	i	Priya Brown	External Member	
	*	Terry Clarke	Staff Member	
	*	Sophie Hallum Barnard	Co-opted Member	
		Vacancy (AM)	External Member	
		Vacancy (AG)	Student Member	
Quorum:		3 Members required	5 Members present at start	Meeting quorate
In Attendance:	*	Simon Burrell	Clerk to the Corporation (Clerk)	
	*	Lorraine Heath	Deputy Principal: Curriculum, Performance & Innovation (DPCPI)	
	*	Sam Lunn	Head of Apprenticeships and Work-based Learning (HAW)	
Present at meeting:	*			
From Minute 772:	i			

5.03pm		ACTION
766.	<p>FACULTY PRESENTATION: SAM LUNN, HEAD OF APPRENTICESHIPS AND WORK-BASED LEARNING</p> <p>Key points from the HAW's presentation included:</p> <ul style="list-style-type: none"> TQUK End Point Assessment (EPA) organisation ranked BCoT in top 10% of training providers, with 97% passing their EPA first time, and 55% passing with higher grades 95% of learners due to complete before 31 July 2023 Application submitted to deliver Skills Bootcamps from Sept 2023 A number of areas for development identified following Ofsted inspection Outline of plans for Aspiral for 2023/24 highlighted Predicted achievement for 2022/23: 65.3%/best case: 69.4%/national average: 66.7% <p>A copy of Sam's presentation had been added to the agenda on Trust Governor.</p> <p><i>(Sam Lunn left the meeting)</i></p>	

PART 1 – NON-CONFIDENTIAL MINUTES

767. (5.29pm)	APOLOGIES FOR ABSENCE Priya Brown (late arrival).	
768.	DECLARATION OF INTERESTS There were no Declarations of Interest made.	
769.	MINUTES OF THE PREVIOUS MEETING The Minutes of the meeting held on 9 March 2023 were confirmed as a correct record and were signed by the Chair.	
770.	MATTERS ARISING There were no specific Matters Arising discussed that were not due to be considered elsewhere at the meeting.	
771. (5.30pm)	QUALITY STRATEGY 2023/24 A written report was received and considered. The DPCPI advised that following a review there had been no changes made (other than date changes to the Learner Journey and the Quality Cycle) to the proposed Quality Strategy 2023/24 as the current Quality Strategy was working well. <p style="text-align: center;">It was RESOLVED to RECOMMEND to the CORPORATION that the Quality Strategy 2023/24 be agreed. (Proposed by Steve Fussey, Seconded by Joy Bibby)</p>	CORP
772. (5.41pm)	QUALITY IMPROVEMENT PLAN (QIP) 2022/23 A written report was received and considered. The DPCPI took the Ctte through the 11 Key Areas of Intent and highlighted the progress that had been made in each one. She stressed that a lot of the measurement/data/pass rate information would not be available until later in the year. However, progress to date was good. Specific updates given included: <ul style="list-style-type: none"> • Overall retention was currently 2% higher than in 2021/22 • The pass rate for GCSEs was expected to improve significantly • Current data shows that the % of withdrawn learners who become NEETS was lower than in 2021/22 • Overall attendance at 86.6% • Achievement rates expected to improve significantly It was noted that most actions set out in the QIP had been completed and that the College was on track to meet all of the elements highlighted in the QIP. [NEETS = Not in education, employment, or training]	
773. (6.07pm)	TEACHING AND LEARNING UPDATE A written report was received for information and noted. The DPCPI advised that of the 66 observations undertaken 86% of staff were considered 'good/outstanding'. She outlined the actions that had been implemented for those graded 'requires improvement/inadequate'. The DPCPI highlighted the strengths and weaknesses (set out in the report) noted as a result of the process. In addition, she updated the Ctte on the use of artificial intelligence to support teaching and learning in the College.	

773. (cont)	<p>The DPCPI also outlined a number of External Quality Assurance activities that had taken place and the outcomes highlighted (listed in the report). Overall, she advised that there were no major concerns with any of the reports received.</p> <p>In concluding her update, the DPCPI advised that all outcomes in teaching and learning were deemed positive.</p>	
774. (6.21pm)	<p>CURRICULUM TRACKING MEETINGS</p> <p>A written report was received for information and noted. The DPCPI updated the Ctte on the outcomes of the curriculum tracking meetings (detailed in the report). She advised that the tracking meetings for the summer term were focussing on the progress learners were making and year end predicted achievement.</p>	
775. (6.24pm)	<p>APPRENTICESHIP UPDATE</p> <p>A written report was received for information and noted. (Details included as part of the Faculty Presentation given at the start of the meeting)</p>	
776. (6.26pm)	<p>QUALIFICATION REFORMS</p> <p>A written report was received and considered. The DPCPI advised that the overall picture related to the Government's proposed changes to the national qualification framework was still somewhat fluid and final details were still unclear. However, since the update on the development day, some further information had been released which suggested there would be more options, in addition to T levels, A levels and apprenticeships at level 3.</p> <p>The DPCPI took the Ctte through her report and outlined those changes that were known. Overall, she advised that any changes would start to be implemented in a phased process from 2025.</p> <p>It was agreed that a further update would be made at the Pre-meeting Development Session prior to the Corporation meeting in October 2023.</p>	DPCPI/ CORP
778. (6.50pm)	<p>ENGLISH AND MATHS UPDATE</p> <p>A written report was received for information and noted. The DPCPI advised that there were, currently, 407 students taking GCSE maths and 358 students taking GCSE English resits. There were also 82 full time functional skills maths learners and 74 full time functional skills English students. With regards to part-time learners, for semester 1, there were 58 maths learners and 56 English learners. For semester 2, current numbers on functional skills maths were 56 and with 34 on functional skills English. It was also noted that attendance across all English and maths courses was higher than the same point in 2022.</p> <p>With regards to retention, it was noted that functional skills had shown a positive increase, but that GCSE retention had dropped slightly.</p>	
779. (6.55pm)	<p>SUMMER TERM RESPONSIBILITIES</p> <p>A written report was received for information and noted. The DPCPI updated the Ctte on a range of matters (as set out in her report). In particular:</p> <ul style="list-style-type: none"> Michelle Tejevo, the newly appointed Head of HE and Adult Learning had taken up her role on 12 June 2023 	

779. (cont)	<ul style="list-style-type: none"> An information event in relation to the Foundation Degree in Nursing Associate had been held on 13 June 2023 The Degree Apprenticeship in Engineering had been approved by the Uni of Portsmouth and, subject to recruiting sufficient students, would commence in Sept 2023 <p>Retention for 16–18-year-olds in 2022/23 has been consistently higher than in 2021/22, with 19+ retention slightly ahead of 2021/22</p>	
780. (7.02pm)	<p>EMPLOYER ADVISORY BOARDS (EABs)</p> <p>The DPCPI advised that EABs continued to meet and various outcomes had been included in written reports elsewhere at the meeting.</p>	
781. (7.03pm)	<p>LEARNER PARLIAMENT (LP)</p> <p>It was noted that the final LP meeting for the summer term was due to be held on 16 June 2023. The Principal advised that all LP meetings had been very positive and that he had a 'long list' of matters raised at them to be forwarded to the appropriate staff for action.</p>	
782. (7.04pm)	<p>MEMBERS CURRICULUM LINK VISIT UPDATES</p> <p>One Link Visit report (Steve Fussey – careers and safeguarding catch-up) was received and noted.</p> <p>The Clerk reported that Pamela Woolgrove had met the newly appointed Head of HE and Adult Education on the previous day.</p> <p>The Chair reminded the Cttee that all Members of the Corporation needed to continue to undertake visits and submit their post-visit reports to the Clerk for reporting to the Cttee and /or the Corporation.</p>	All Corp Members
783.	<p>DATES OF FUTURE MEETINGS <i>(Meetings commence at 5.00pm unless stated)</i></p> <p>Thursday 23 November 2023 Thursday 7 March 2024 Thursday 13 June 2024</p>	
(7.06pm)	Meeting closed	

Confirmed as a correct record:		23 Nov 2023
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