

## UCEN Manchester Board

Minutes of the meeting held on Friday 6 July 2018 at 10am in Room OP116/117

Present: Paula Cole, Cllr John Hacking (Chair), Lisa O'Loughlin (Principal), Peter Winter, Kile Moyana

In Attendance Jane Nickisson (Director of Curriculum, Teaching , Learning and Assessment), Rachel Curry (Vice Principal Planning and Performance), Jennifer Foote MBE ( Company Secretary and General Counsel), Susan Holden (Director of Quality, Standards and Strategic Partnerships), Wendy Pennington (Director of Student Experience and Engagement), Debbie Sanderson (Divisional Finance Director College and Income Team) and Michael Walsh (Vice Principal and Dean)

Oliver Moss, President of the TMC/UCEN Manchester Student Union for item 17/18

### Part A

13/18	<p><b>Part A minutes of the meeting of the HE Board held on 8 March 2018</b></p> <p>The Part A minutes of the meeting of the UCEN MCR Board held on 8 March 2018 were received and approved as an accurate correct record and signed by the Chair.</p>
14/18	<p><b>Chair 2018/19</b></p> <p>It was agreed to endorse the appointment of Cllr John Hacking for the position of Chair of the divisional board for 2018/19.</p>
15/18	<p><b>Academic Board Update</b></p> <p>The Vice Principal and Dean gave an update of the work of the Academic Board to date. The meeting recognised the importance of the Academic Board in driving standards and maintaining the quality of the HE provision of the group. The inaugural meeting of the board had occurred in June and it was anticipated that the work of the academic governance structure would become more embedded and play a key park in the implementing and oversight of quality improvement actions identified in the QIP.</p>
16/18	<p><b>SED/QIP 2016/17</b></p> <p>The Board received an update on progress against the above. The Board noted the upward trend in retention figures. In response to a query the Principal confirmed that the retention figures would be monitored to assess the feed through for September returners and the impact of these on HE enrolments. Discussion centred on statistics</p>

	<p>in respect of destination of HE leavers for 2016/17 with comparator statistics for the previous year. The data evidenced an overall improvement of 1.5% in students who had progressed to work/study or other activities compared to the prior year. Governors were particularly pleased to note the upward trend in median salary attached to these leavers. The meeting considered the destinations by course breakdown and reflected that there was further scope, within the Manchester digital skills market, to increase the opportunities for employment for digital skills based courses. It was confirmed that staff undertaking HE fellowships currently did this via the HE Academy, though the possibility existed to use HE validating partners in the future.</p> <p>The Board reflected on the importance of positive destinations and challenged that there would be no room for complacency as these outcomes would be critical to maintaining or improving on the TEF silver award.</p>
<p><b>17/18</b></p>	<p><b>Student Engagement Update</b></p> <p>Student Union President Oliver Moss attended to update the meeting on the work of the union in its first year. The Board considered the detailed business plan for the Manchester College and UCEN Manchester Student Union for 2018/19. It was confirmed that the plan would be implemented subject to affordability.</p> <p>Governors welcomed the dual aspect to the work of the Student Union and recognised that the interaction between HE and FE students should have a positive impact both on retention but more importantly also on the progression of learners from FE to HE. The meeting concluded that it was entirely appropriate for the Students Union to present an aspirational plan which in turn underpinned the importance of HE to the LTE Group. The Student Union was congratulated on its work to date.</p> <p>In response to a query it was confirmed that separate, physical space was planned for the Students' Union as part of the estates strategy.</p> <p>Oliver was thanked for his hard work and commitment for his year in office and presented with a token of appreciation by the Board.</p>
<p><b>18/18</b></p>	<p><b>Strategic Challenges</b></p> <p>The meeting received for information details of strategic challenges and evolving policy issues in the HE sector. Of particular importance was the post 18 education review which had the potential to change the funding, performance and access to HE. From a wider viewpoint, information was also received on the potential impact of Brexit, the comprehensive spending review and the industrial strategy on the delivery of HE in FE.</p>

<p><b>19/18</b></p>	<p><b>Office for Students Registration</b></p> <p>Confirmation was received that the application for registration had been submitted before the deadline. The application had been shared with the Chair of UCEN Manchester prior to submission and the Board was now requested to ratify the application. It was confirmed that registration with OfS would be mandatory for the delivery of HE courses.</p> <p>RESOLVED that the LTE Group Board be recommended to ratify the application for registration with the Office for Students.</p>
<p><b>20/18</b></p>	<p><b>Annual Complaints Report</b></p> <p>The Board received the annual complaints report for consideration and scrutiny. Detail of complaints by course, level and issue were submitted. In total 11 complaints had been received in year. Governors were pleased to note that academic management were able to evidence direct action taken as a result of those complaints upheld, particularly in respect of quality of teaching. It was confirmed that a clear communication strategy was planned for 2018/19 to pre-empt any complaints arising from misperceptions in expectations of HE programmes.</p>
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The meeting closed at 1.11pm.