

**SOLIHULL COLLEGE
MINUTES OF THE MEETING HELD ON MONDAY 27TH APRIL 2015 AT THE BLOSSOMFIELD
CAMPUS**

PRESENT: Phil Mayhew (Chair)
Noreen Akhtar
Stan Baldwin
Chris Baranowski
John Bolt
John Callaghan (Principal)
Jane Coleman
Joe Kelly
Nick Mapp
Alex Palethorpe
Bill Wanley

IN ATTENDANCE: Lindsey Stewart (Deputy Principal)
Pete Haynes (Vice Principal HR & Student Services)
Heather Evans (Vice Principal Finance)
Beth Selwood (Vice Principal Teaching, Learning and Assessment)
Theresa Lynch (Clerk to the Corporation)

1. Membership

1.1 Apologies for Absence

Apologies for absence were received from Keith Marriott and Lena Stockford.

1.2 Declarations of Interest

There were no new declarations of interest.

2. Minutes of the meeting held on 19th March 2015 and matters arising

The minutes of the meeting held on 19th March 2015 were **agreed** as a correct record and signed by the Chair.

Confidential Items:

Item 2 Ofsted – it was **agreed** that this item no longer needed to remain confidential, as the report had been published.

Item 3.6 Self-Contracting – it was **agreed** that this item remain confidential indefinitely, due to the potentially commercial sensitive of the item.

3. Draft Ofsted Action Plan

The Principal provided an update on actions since the last meeting. It was noted that the Governors' Ofsted Discussion meeting on 15th April 2015 had recommended that no official complaint should be submitted, that the focus should be preparation for the next inspection and that the Chair and Principal should visit Lorna Fitzjohn, Regional Director West Midlands to discuss the inspection and the college's concerns. The meeting would include three main points including: key strengths missing from the report; key weaknesses over-emphasised; and the limited response from the lead inspector.

It was noted that Russell Jordan, HMI would be visiting the college in May 2014 to start the support and challenge process.

Q. Has the level of colleges requiring improvement increased a lot this year?

Governors requested that Russell Jordan HMI be invited to meet with them in due course as part of the college's support. **ACTION.**

It was noted that it was very important to ensure continued improvement of teaching and learning, rather than a lot of input into introducing and implementing new systems. It may be useful to have more detailed grading, as 1-4 is quite limited in terms of the message it gives.

CPD and staff development is extremely important in ensuring continued improvement, so it was noted that governors' would receive a report in due course.

It was noted that the Ofsted report had mentioned punctuality as an issue, but this did not seem to have been picked up in the action plan.

Direction of travel was noted as an important element for monitoring progress and improvement.

4. Teaching, Learning and Assessment

4.1 Observation of Teaching, Learning and Assessment Model

See item 3 above.

4.2 Teaching and Learning Survey Results

The Vice Principal Teaching, Learning and Assessment presented the report and confirmed that the data presented good levels of satisfaction. The survey had been completed prior to the Ofsted visit, but inspectors had indicated that the information was not reliable because students could not judge what represented a good lesson.

The data was reviewed at faculty, school and course level and provided some useful feedback for staff to ensure continual review and improvement of procedures and arrangements. The question about maths and English indicated some issues, so further work was being undertaken to establish any student concerns. Further it was felt that the way the question was phrased was not helpful and would be re-worded next year, to separate maths and English and to differentiate between vocational and stand-alone English and maths.

5. Performance and Monitoring

5.1 PMR (Feb 15)

The Vice Principal Finance presented the PMR for February 2015 and indicated that income had an amber RAG rating. This related to not hitting the higher level targets that had been set. In future years target-setting would be reviewed.

Q. Was it anticipated that revenue for 2015/16 would be £34m?

A. It was possible it would be below £34m, particularly having reviewed HE and international projections. HE was likely to be very volatile, due to lift on capped numbers. Universities were aggressively marketing and it was felt that clearing would be different this year, with universities offering more places. Where appropriate the college was making unconditional offers and numbers for September 2015 were currently good.

5.2 Bids and Projects Report

The Vice Principal Finance presented the report and provided an update on current projects. It was noted that the contract for the Aviation Engineering Training Centre was being finalised with Thomas Vale and that costs were in line with budget set.

Phil Mayhew to act as Chair from 11th May to 7th July 2015, whilst the current Chair is on a leave of absence;

Appointment of Bill Wanley as a member of the Search and Governance Committee for the summer term 2015.

RESOLVED that from 2015/16 there be one Vice-Chair for the Corporation.

6.1 Attendance Report

The Clerk presented the report and it was noted that overall attendance had improved. It was **agreed** that a report would be produced for the next meeting detailing individual member attendance. **ACTION**.

6.2 Code of Good Governance for English Colleges

The Clerk presented the finalised Code and it was noted that following consultation the finalised Code had been produced by the AOC. It provided a good practice guide to ensuring effective and robust governance.

RESOLVED to adopt the Code of Good Governance for English Colleges.

7. Expert Groups

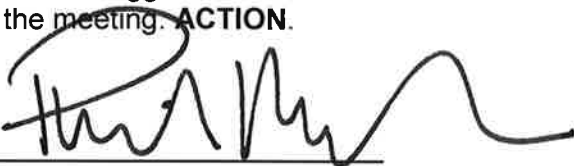
7.1 Ofsted Discussion Group meeting held on 15th April 2015 – the notes of the meeting were received.

8. Date of the Next Meeting

The next meeting was scheduled for Monday 18th May 2015 at 6pm at the Woodlands Campus.

It was suggested that Governors be offered a tour of the Woodlands Campus prior to the meeting. **ACTION**.

Signed: _____



Date: _____

18 May 2015.