

AQUINAS COLLEGE
GENERAL PURPOSES AND EMPLOYMENT COMMITTEES

Date: 4 February 2014
Time: 4.30pm
Venue: The College

GOVERNORS PRESENT

Dr P Beatty, Mr L Byrne, Ms C Calverley, Miss H Delahan, Mr J Horan, Fr P Munroe and Mrs E Rice.

Mrs E Rice in the Chair

IN ATTENDANCE

Mr D Pearson	Principal
Mr E Lack	Assistant Principal Curriculum and Quality (Item 6)
Mrs C Mayall	(Item 7)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Mrs B Donavon, Mr B Hickey and Mr E Moore (Vice Principal).

2. MRS H STURLEY

The Principal advised Governors that Mrs H Sturley (Admissions Manager) had tendered her resignation with effect from 31 January 2014 due to personal circumstances. Mrs Sturley had been at the College for 23 years.

The Governors recorded their thanks to Mrs Sturley for her contribution to the College but particularly for her work with the General Purposes Committee.

3. DECLARATION OF INTERESTS

Governors and Staff were asked to declare any interest, which they may have in any of the items on the Agenda for this meeting. No interests were declared.

4. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 8 October 2013 were agreed as a correct record.

5. MATTERS ARISING FROM THE MINUTES

There were no matters arising that were not covered on the Agenda.

6. QUALITY REVIEWS

Mr Lack (Assistant Principal Curriculum and Quality) circulated a paper that gave information in relation to the Quality Review Meetings that are held within the college. In introducing the paper Mr Lack advised Governors that each subject/department had been given an opportunity to explain the strengths and weaknesses of their subject/department. Particular attention was given to examination results and action plans for 2013/2014. The purpose of the meetings are to provide scrutiny to areas of concern and to give praise to areas of strength.

Each meeting is graded according to the College's own criteria. As results have improved, so has the profile of the subject/department grades. The Quality Review Grades for each subject/department were detailed in the paper. The assessment of the results was confirmed during the recent Ofsted inspection. Intensive support is given to areas of concern.

Mr Horan asked if universities would accept the level 3 BTEC in Law as a suitable qualification for entry. Mr Lack advised Governors that the qualification would be accepted by mainly recruiting universities, but probably not by selective universities. Ms Calverley said that the qualification would be accepted for entry on to an apprenticeship to become a solicitor.

Mr Lack advised Governors that for the next academic year two new vocational pathway courses were planning to be introduced in BTEC Media Studies and BTEC Public Services. Two A level courses, Classical Civilisation and Home Economics would not be offered. In response to questions from Governors Mr Lack reported that the student numbers for these two courses had been quite small in recent years and success had been very variable. A Certificate in Food Studies which is more practical based would be offered and that a Classical Civilisation course may be offered as enrichment. Mr Lack confirmed that there had been a formal assessment process (mock exams) in December 2013 for the L6 students.

Curriculum changes for 2015 have already started with a reform of A levels. This year has seen the withdrawal of January modules. In 2015 a number of A level subjects will become linear again with an assessment carried out at the end of the two year course. This will result in a combination of linear and modular A levels for a period of time. The future of AS level courses is unclear. A change in the funding and curriculum will mean that most students will only do three subjects, where previously it would have been four. Mr Horan asked if there would be changes at GCSE level. Mr Lack replied that they too would become linear.

Dr Beatty asked if grade 3 for Computing was a decrease. Mr Lack confirmed that it was for the computing science course. It was noted that Applied IT had been replaced with a BTEC IT. Dr Beatty asked what the gender split for this course was. Mr Lack undertook to find out and report back to Dr Beatty.

Governors felt that the restructuring of A levels to a linear module may be more helpful to boys and that there was a need to keep an eye on this and to see what effect the change had.

The Governors thanked Mr Lack for his informative report.

Mr Lack left the meeting at this point.

7. STUDENT DESTINATIONS

Mrs Mayall introduced a paper that was circulated prior to Governors that showed the destination of students who had left the college at the end of the 2012/2013 academic year.

The paper outlined the national picture concerning university applications and apprenticeship applications along with details of the local labour market.

It was noted that 918 students completed their two years (or in some cases three years) of study at the college, compared with 844 in the previous year. 60 students had left the college after one year compared with 20 in the previous year. Out of the 918 students, 572 (532) had gone on to university, whilst 15(54) had gone to FE colleges. 89(94) students went into work/apprenticeship and 44(27) had chosen to take a GAP year. 6 students were unemployed

and 12 had taken up part time work. The destination of 97 (86) students was unknown. Figures in brackets show results from the previous year. There had also been 60 students who had only completed one year at the College whilst there were 11 who had completed two years at the College but did not complete an A level programme of study. A further 5 students completed a level 2 programme of study only and 7 students left from Pathways.

The paper gave a detailed the number of students who had applied to universities broken down by age and sex. Governors noted that there had been an increase in the number of students applying to go to university from 82.2 to 86.5 % from the previous year. There had also been an increase from 6 to 10 in the number of students going to Oxbridge.

The paper also summarised the most popular course choices at university, and it was noted that Manchester Metropolitan University, Sheffield Hallam and University of Manchester were the most popular.

A discussion took place on both the Russell Group and the 1994 group of universities. 215 students 38% compared with 25% in 2012 had accepted places at the Russell Group of universities, an increase from last year's figure of 132. The largest recipients of students from the college being Manchester (47) Leeds (30), Sheffield (29), 117 (157) applications had been made to the 1994 Group of universities and 21 places had been secured, compared with 40 last year.

Mrs Mayall advised that some universities were making unconditional offers to students, providing they put it down as their first choice. The universities involved included Birmingham, Nottingham and Sheffield Hallam.

Mr Pearson advised Governors that more students were staying in the North West.

The Chairperson thanked Mrs Mayall for her comprehensive report.

RESOLVED: That the report be noted.

Mrs Mayall left the meeting at this point.

8. PUBLICITY

Mr Pearson advised Governors that a new edition of the E Journal has just been published and that he would arrange for paper copy to be sent to Governors.

9. REVIEW OF COMMITTEE TERMS OF REFERENCE

A copy of the current General Purposes Committee and Employment Committee Terms of Reference had been circulated to all members prior to the meeting. A discussion took place on whether or not there was a need for a minimum number of Foundation Governors to be present for the Committee to be quorate. It was agreed that the matter be referred to the Governing Body.

10. DATE OF NEXT MEETING

The date of the next meeting is 7 July 2014 at 4.30pm, which would be after the induction days.

Signed _____
Chairperson

Date _____

AQUINAS COLLEGE
EMPLOYMENT COMMITTEE

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IN ATTENDANCE

Mr D Pearson Principal

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3. MINUTES

The Minutes of the meeting held on 8 October 2013 were agreed as a correct record.

4. MATTERS ARISING FROM THE MINUTES

i) Appeals Policy – Minute – 4 (i)

Ms Calverley and Mr Horan reported that they had not received copies of the Appeals Policy referred to in Formal Capability Policy and Procedure

Mr Pearson undertook to check with Mrs Barlow in Human Resources whether or not the Appeals Policy referred to in Formal Capability Policy and Procedure had been revised. If it had been revised a copy would be sent to Ms Calverley and Mr Horan to review the Appeals Policy and report back to the next meeting of the Committee.

5. EMPLOYMENT ISSUES

Mr Pearson advised Governors that there was a member of staff on long term sickness. In addition there are two medium term absences that are being covered by temporary staff.

6. DATE OF NEXT MEETING

7 July 2014 at 4.30pm.

Signed _____

Date _____

Chairperson