

## MOULTON COLLEGE

### TEACHING, LEARNING AND ASSESSMENT COMMITTEE

Minutes of the meeting held on Thursday, 31<sup>st</sup> March 2022 at 4.00pm in the IT Suite

**Present:** Mr A Thomson (in the Chair), Mr B Hansford, Mrs S Ijewsky (via Teams), Mrs C Harris, Mrs P Hawkesford, Mr M Knibbs and Mr D McVean

**In attendance:** Mrs G M Hulley, Mr J O'Shea and Mrs S Smith

#### SECTION A – ROUTINE AND STANDING ITEMS:

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**22/16 Apologies for absence (Agenda item 1)**

Apologies for absence were received from Dr P Jones.

**22/17 Declaration of interests (Agenda item 2)**

There were no declarations of interest.

**22/18 Minutes of the last meeting (Agenda item 3, Paper A)**

The minutes of the meeting held on 8<sup>th</sup> February 2022 had been circulated previously. With the exception of a typographical error (labour market intelligence) on page 3, the minutes were approved as a true and accurate record.

**22/19 Actions from last meeting (Agenda item 4, Paper B)**

The report contained all of the actions raised as part of the last meeting and a separate set of questions prepared by the Chair of the Committee. The responses provided by the team were all accepted.

#### SECTION B – QUALITY OF EDUCATION: IMPLEMENTATION:

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**22/20 Curriculum Plan (Agenda item 5, Paper C)**

The Chair congratulated the team for the excellent outcome of the recent Ofsted report following the College's residential inspection under the 'Social care common inspection framework.' The report was very positive and reflected the hard work of everyone concerned.

Everyone was thanked for attending this additional meeting. The Chair explained the importance of the Curriculum Plan to shape the further direction of the College for a number of years. Since the last meeting in February 2022, the report had been extensively updated and circulated to the Committee; detailed feedback had been received. The purpose of the meeting was to seek clarification around any specific points in order to improve the plan further.

The Director of Curriculum (DoC) provided a brief overview of the report. The Curriculum Plan for 2022-23 reflected the continuation of the growth trend in student numbers. This would feed into the College's 5-year recovery plan to support improvements in the financial health of the College. Student recruitment would also be supported by the College's recent Good rating by Ofsted. The team's focus this year was to consolidate the FE portfolio, particularly the new courses introduced last year whilst expanding the HE offer. With immediate effect, the Apprenticeship offer would be re-established once the College re-joined RoATP (Register of Apprenticeship Training Providers). Initially, there would be a focus on Construction and Animal from 2022. The forecast for 2022-23 would see a 5% growth in FE student numbers, a 9% growth in HE numbers and 36 new apprenticeships.

The Committee was informed that the Executive had considered everyone's feedback and was able to provide some comments in Appendix 1. Quite a few of the comments fell into a number of themes (growth, EDI, curriculum, staff development and resources). A small number of points were highlighted in blue and it was proposed that these would form the basis of the discussion at the meeting. Clarification could also be sought for any points that the Executive had responded to.

#### **1. Overall balance:**

- Clarification was provided around the proposed growth in student numbers. This included: better progression for HE; significant work taking place to convert students; positive impact of a student liaison officer; successful Open Days; further work required by the Director of Student Services to fully capture prospective students' 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choices to inform greater accuracy of numbers. Where staff development was concerned, level 3 staff had a good understanding of the extra skills needed by students to progress.
- Additional actions recommended were:
  - There were opportunities for further marketing to promote key messages of why prospective students should choose Moulton or why existing students should stay at the College.
  - Include a short paragraph explaining: why the College was ambitious; how part-time provision would fit into the new Moulton curriculum; and, the rationale for increasing part-time numbers.

#### **2. IT:**

- Assurance was received that Heads of School had a good understanding of the implications of the IT Digital Plan. The team was aiming towards 20% online delivery within 5 years.

#### **3. Sustainability:**

- The team agreed that sustainability could feature more highly in every School's section and this would be actioned in the 2022-23 plan.

#### **4. Enrichment curriculum:**

- Clarification was provided about the importance of raising the profile of the whole student experience, for example, facilities, resources and careers information advice and guidance. Four key strategies had been developed that underpinned the College's Strategic Plan 2020-30. These were the: Curriculum Plan; Quality Improvement Plans; Digital Plan; TLA Plan. A number of policies and procedures supported each strand. It was agreed that a PowerPoint slide should be produced to demonstrate the 4 plans and their relationship to improving the student experience for the next meeting of the Corporation. A second slide could list the potential income opportunities following feedback from the last Finance and Resources Committee (Action – DoC and COO).

#### **5. School level curriculum plans and destinations:**

- This was reflected in underpinning documentation used to produce the Curriculum Plan which was also shared with Ofsted. Where land-based and the setting of targets for expanding part-time and full-cost recovery courses, this would be factored into 2022-23.

#### **6. Equality, Diversity and Inclusion:**

- The Curriculum Plan needed to be clearer in its approach to the support provided in the event of larger class sizes and any impact on disadvantaged

or SEND students. The DoC outlined the changes taking place when moving from the delivery of functional skills to GCSEs; how class sizes were differentiated by level; and, how learners' needs were taken into account.

#### **7. Staff Development:**

- The different ideas that were presented in the Curriculum Plan were welcomed. Clarification was sought about the staff development needs to make sure that all students received teaching and learning that was of a high quality. The DoC outlined the importance of Performance Monitoring Boards and provided examples of different interventions that were introduced when one course area was identified with delivery issues in particular lessons. As a result of the interventions, pass and achievement rates improved considerably. Changes to the staffing of Business during the last 6 months had also had a positive impact. There was every expectation that next year's self-assessment for Business would be outstanding.
- A future action included opportunities to develop case studies to promote the benefits of working at Moulton. Key messages to get across were how the excellent staff development that staff could expect if employed by Moulton.

#### **8. Curriculum:**

- The DoC confirmed that an action plan for T Levels was being prepared and this would be shared with the TLA Committee in May 2022. There would be an additional commentary to outline the pros, cons and priorities in relation to T Levels and the Moulton offer.

#### **9. Staff Governor feedback:**

- The DoC confirmed that there was a need to strengthen intervention measures. The catch-up funding would be rolled over to next year. An intervention plan for the whole College was probably needed. Timetabling guidance was in production. Students would not be doing additional qualifications that was not part of their main qualification or main study programme.

**Resolved:** The Committee agreed to recommend the Curriculum Plan for approval pending any actions raised at the meeting. This was likely to be in May 2022 following a review of the financial elements by the Finance and Resources Committee.

### **SECTION C – CLOSING ITEMS:**

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#### **22/21 Any other items of business (Agenda item 6)**

There were no other items of business.

#### **22/22 Date of next meeting (Agenda item 7)**

Tuesday, 3<sup>rd</sup> May 2022 at 4.00 pm.

Meeting closed at 5.00 pm.