

BOSTON COLLEGE

MINUTES OF THE MEETING OF THE STANDARDS COMMITTEE HELD ON 11 JUNE 2025

1. **PRESENT**

Daran Bland (from item 8), Claire Foster, Nick Hodgkiss, Jurate Matulioniene, Sandra Williamson and Nick Worth.

Also in attendance: Janet Hemmant (Clerk to the Corporation), Matt Smith (Deputy Principal) and Tom Hughes (Assistant Principal: Quality, Performance & Standards). Abid Hussain (Assistant Principal: Student Experience) attended the meeting for the presentation only.

Apologies for absence were received from Jacob Cawthorne and David Fannin.

Attendance 75%

2. **CHAIR**

In the absence of the committee Chair and Vice Chair, Nick Worth was asked to chair the meeting.

Nick Worth in the Chair.

3. **PRESENTATION – PROGRESS IN SUPPORTING SEND / HIGH NEEDS STUDENTS**

Members received a presentation from the Assistant Principal: Student Experience.

Abid Hussain told members that the Weston College's peer review which had been postponed had now taken place. An extensive report had been produced and a detailed action plan has been created with a group set up to monitor it

Claire Foster told the committee that there was a growing number of students presenting with SEND. There is a need to upskill staff to increase the independence of learners over the duration of their course. Relationships with the local authority are important and Matt Smith reported that the colleges were getting together to talk to the local authority.

The SEND action plan will be brought to the next meeting of the Standards committee. ●
Claire commented that the internal committee monitoring it will have the same high profile as the safeguarding committee.

4. **ACTION LOG**

Members reviewed the committee's action log and agreed items to be marked as complete.

Tom Hughes advised that the development framework for teaching staff has a focus on SEND training.

The committee noted a continuing focus on apprenticeships arising from audit reports. Matt Smith will bring a report to the next meeting on actions taken to resolve the issues which had been highlighted. Matt reported that the requirement to complete progress reviews with employers has been removed. ●

It was noted that the next report on performance targets will include national benchmarks. ●

5. **MINUTES**

The minutes of the meeting of the committee held on 23 April 2025 were reviewed and approved.

6. **KEY PERFORMANCE INDICATORS**

Members received a report from the Deputy Principal.

Matt Smith highlighted that overall attendance was still negatively affected by English and maths attendance. In year retention is in line with target and work experience is at 98% planned and 46% completed. Work experience figures will be updated before the year end.

Members were told that actual student destinations should be available soon and Claire Foster suggested that intended destinations would also be available. Matt indicated that he would like to capture intended destinations at the start and end of courses. The significant lag in the availability of destination data is due to the way it is collected.

Sandra Williamson asked about the approach taken to complaints. Members noted that a report on formal complaints comes to the committee in the autumn term and curriculum areas follow up concerns raised through student surveys.

7. **QUALITY IMPROVEMENT PLAN**

Members received a report from the Deputy Principal.

Matt Smith highlighted that there had been strong progress with 70% of areas being on target for achievement. A discussion took place about English and maths attendance and, although improvements were noted, Matt advised members that the differential against main course attendance was still higher than desired. Nick Hodgkiss said that vocational maths was proving more attractive to the students. Matt advised that contextualising maths helped it make sense for the students and the intention was to keep students working together in groups. It is important that students understand why they are learning maths.

8. **STUDENT VIEWS**

Members received a report from the Assistant Principal: Quality Performance and Standards.

Tom Hughes summarised key student voice activities and feedback. Members noted the way in which this leads to change and Tom gave an example of refreshing information on reporting safety concerns in response to feedback received.

Sandra Williamson asked how often this sort of information was collected from students. Tom advised that because of the variety of approaches taken student voice information was collected continuously.

Daran Bland joined the meeting at this point.

9. **TEACHING, LEARNING AND ASSESSMENT**

Members received a report from the Assistant Principal: Quality, Performance & Standards.

Tom Hughes provided a summary of work undertaken. The committee noted that of the 27 staff identified through observations as needing follow-up support only 6 staff still needed support. Daran Bland commented that this was good qualitative data on the impact of support. Sandra Williamson suggested that support can help staff retention and satisfaction. Nick Hodgkiss gave an example of the impact of training in the use of IT on plumbing staff.

Jurate Matulioniene asked about the use of AI and its risks. Tom told the committee that rules on the use of AI in assessments had been recently published by JISC. He advised that AI training was being rolled out and commented on the systems in place to detect misuse of AI by students. Students have to develop skills to work with AI and work is going on with assessment design to check that students are learning. Nick Hodgkiss commented that students have to be encouraged to use AI positively and Matt Smith reminded members that it was also about using AI to support teachers.

Jurate asked what the college provided for older learners new to IT and AI. Matt told the committee that the possibility of using some PCDL funding for digital literacy was being reviewed. Sandra said that the NHS was looking at a strategy for digital inclusion.

Tom outlined for members the staff development activities which were coming up in July and August including a staff conference on 1 July.

10. **BALANCED SCORECARD**

Members reviewed the balanced scorecard information which will be presented to the next Corporation meeting. Claire Foster advised that format of the scorecard was being reviewed to allow progress over time to be visible. Daran Bland commented that the scorecard made it easy to review performance against other reports.

11. **COMMITTEE RISK REVIEW**

Members received a report from the Clerk to the Corporation on a risk review which the audit committee had recommended.

The committee considered the questions raised and agreed the following:

Risk	Response
i) the worst thing that the college could experience tomorrow or in the next 12 months	Inadequate inspection outcome
ii) the greatest challenges that the college faces in the next 12 to 24 months	<ul style="list-style-type: none"> • staff recruitment and retention in specialist areas • increasing prevalence of SEND and associated funding
iii) the greatest opportunities that the college has in the next 12 to 24 months	<ul style="list-style-type: none"> • Combined Authority/role of Mayor • development/diversification of curriculum offer • alternative HE delivery

- iv) emerging events that could impact on the college either negatively or positively and should be watched
 - devolution of adult skills budget
 - technological evolution

12. **HE STRATEGY**

Claire Foster advised that the HE Strategy would be submitted to the Finance and Resources and Standards committees in September. ●

13. **NEXT MEETING**

It was noted that the next meeting of the committee would take place on 24 September 2025.