

BOARD of CORPORATION MEETING

Held on Sunday , 24th March 2019 at 2:00 PM in the Board Room

IMPORTANT NOTE: The format of this minute template should be followed and maintained.

PRESENT:

Dr Alan Janbey:	(AJ)	LCUCK - Chair
Dr Thomas Frank:	(TF)	LCUCK
Mr Joe Rose	(JR)	LCUCK
Dr Adnan Rojeab	(AR)	LCUCK
Dr Barbara Morris:	(BM)	LCUCK (Co-opted)
Ms Fahmida Khan:	(FK)	LCUCK (Co-opted)
Mr Shyam Sharma:	(SS)	LCUCK (Co-opted)
Ms Cheryl Hogarth:	(CH)	LCUCK (Scribe)

Agenda Items:	Action	
	Who	When
<p>1. WELCOME NOTE</p> <p>AJ welcomed All members of staff</p>		
<p>2. APOLOGIES FOR ABSENCE</p> <p>Mr Mike Scott: (MS) LCUCK (Co-opted)</p>		Apologies noted
<p>3. Minutes of previous meeting</p> <p>Minutes were circulated and approved</p>		Approved
<p>Matter Arising:</p> <p>4. Approval of budget 2018/19</p> <p>The proposed budget for 2018/19 was approved and signed off.</p> <p>5. Annual Return 2017/18</p> <p>The Annual return was discussed and the cost verses the revenue of the all the departments were noted.</p> <p>6. HESA Submission</p> <p>The College's HESA return for 2017/18 was submitted in November 2018. The college's commitment to maintaining good retention and achievement rates is reflected in the statistics.</p> <p>7. OfS Registration and TEF outcome</p> <p>The college has successfully on the OfS register as a provider with 'Approved' status since Feb 2019.</p> <p>College has Bronze award for TEF in 2018. The College has applied for Year 4 TEF award in January 2019 as there are 2 years of qualifying metrics. Results are expected in June 2019.</p>		

8. QAA Review

College was subject to a full QAA review in 2016 and achieved a highly commended status. Due to the change of premises to Hounslow, the college had annual monitoring review in 2018 which result in a commendable outcome. The next annual monitoring is due in April 2019.

9. New Staff Appointments

New Staff recruitments across various departments of the College were noted.

10. New Programme Portfolio

The college is establishing a tutoring division for Further education courses and two technicians have also been recruited to manage to applied biology laboratory. In the future the college hopes to be an examination centre for these A level programmes as well as running short courses.

The College continues to deliver HNC and HND programmes alongside Degree programmes.

11. Diversification of Partnerships

The college was also looking to diversify awarding bodies and partnerships, as recommended by the Advisory Board. OfS registration involved reduction of adverse risks with applicants requested to form memorandum of understanding with other institutions to protect their students in the event of course or the college's closure with like for like institutions.

Suggested diversification into Apprenticeships.

The College has aspirations to become a TDAP to be a more secure footing for the college.

12. Prevent

The college's location in Hounslow, West London is deemed at high risk of radicalisation. Eight members of staff had received face to face 'Train the Trainer' training via UKVI followed by an online training session. This was in line with the OfS requirements and the college will continue to update staff training.

13. Effective Governance Review

The College has completed the first phase of Governance review and the Interim report is due April 2019. Final report will be available by end of April 2019. The new Governance structure will take effective from August 2019.

14. AOB

TDAP: The college would need to have 50% of the student population on degree programmes. Once the new three year and foundation degrees are embedded and a full cycle has been delivered the college will be eligible under this criterion, in 2021/22.

Apprenticeship degrees: The board deferred the discussion to a future meeting.

DATE OF NEXT MEETING : TBC