

Central Sussex College

Redacted - Minutes of a meeting of the Board held on 2nd March 2015

The meeting was preceded by a training session on "Measures of Success"

Chris Maidment opened the Board meeting at 6:05 pm.

Present: Clive Behagg, Rachel Booles, Alison Brown, Chris Maidment (Chair), Clive Nicholas, Ryan Sallows, James Sarmecanic, David Scott, Ramesh Shingadia (until 7:35), Sarah Wright.

In Attendance: Sam Brasier, Roger Crossley (Clerk), Andy Forbes, Richard Hailstone, Lee Harris, Yolanda Hughes, Janice King, Kim Morton, Clare Wallace and Dean Wynter.

2014-15/41 Apologies for absence

Apologies for absence were received from Anahita Henry, Charlotte Frost and Patrick McHale.

Chris Maidment introduced Yolanda Hughes, who would assume the office of acting Clerk for the period until July 2015, following the final demission of Roger Crossley the next day. Yolanda would have the option to accept appointment to the substantive office at the end of that period, subject to review and agreement by the Board.

2014-15/42 Declarations of Interest

Clive Behagg declared an interest as Vice Chancellor of Chichester University and as Chair of the C2C LEP Skills Capital Committee which considers applications for Skills Capital funding, making recommendations to the LEP Executive Committee.

2014-15/43 Report of a meeting of the Search Committee.

Chris Maidment introduced an oral report of a meeting of the Search Committee held earlier that afternoon. He told Members that the Committee were recommending the appointment of Lee Harris and Janice King as Members of the Board from 27th April 2015 until 28th April 2019. He outlined the process followed and leading to the recommendation, and the qualities each new Member would bring to the Board. Members agreed to appoint both Lee and Janice to the Board for the period specified.

Lee Harris and Janice King joined the meeting at 6:12 pm. Members and attenders introduced themselves.

2014-15/44 Minutes of the meeting held on 15th December 2014

The minutes were agreed as a correct record of the last meeting of the Board with the following amendment to the second paragraph of minute 2014-15/38:

Minuted as confidential

“It was agreed that the minutes would be signed by the Chair when a signing copy had been amended and printed.

2014-15/45 Schedule of decisions

The Chair introduced the schedule of decisions, saying that he had noted that all actions agreed at previous meetings had either been completed or appeared later on the agenda for further discussion. Members noted the schedule.

2014-15/46 Report of the FE Commissioner’s visit in early January – minuted as confidential

Members noted the report and agreed to consider the matter further, both under the finance report and at a later Board meeting when the official report has been published.

2014-15/47 Proposed changes to the branding of Haywards Heath campus.

Andy Forbes gave a presentation which started with a brief look at the concept of ‘branding’. He went on to introduce some examples of successful branding of other institutions with several distinct component colleges. He showed that currently the two colleges have distinct brands. As a result of strategic decisions, taken by the Board and ELT in the light of changing recruitment patterns, much more vocational work was being delivered at Haywards Heath than before. The campus was no longer purely a sixth form college. Andy suggested that the branding of the campus should reflect this change, and the core values of the whole college, while preserving the ‘sixth form college’ identity at Hayward Heath. This would appeal to the more academic part of the potential intake. Andy showed four potential logos which might reflect the changed identity.

There was discussion. A consensus emerged that the example logo which showed the current whole-college logo, but with ‘sixth form haywards heath’ below, struck the correct note. This reflected the changing nature of the campus’s students and of the College’s strategy.

Members agreed that ELT should continue to work on the scheme to re-brand the sixth form college and should bring a further paper after a process of consultation with staff and students.

2014-15/48 Reports on visits by Members to curriculum areas

Chris Maidment asked Members who had visited curriculum areas under the recently introduced scheme to report on their experience. Three Members reported.

All three Members said they valued the experience, received a good welcome from everyone they met and gained an insight into the experiences of staff and students. The issues which emerged were:

- the gender balance in technology needs to be addressed in order to ensure girls and women are more represented;
- attendance in some level 2 areas needed to be improved;

- the importance of language teaching should not be underestimated by ELT and efforts should be made to encourage students to opt for some language learning.

The Members reporting agreed that the experience was useful. However, other Members suggested that the narrow window for visits prevented many of them from coming in to visit. Sarah suggested that the window be widened and undertook to address this issue.

Ramesh Shingadia left the meeting at 7:35 pm

2014-15/49 Finance Report to 31st January 2015 – minuted as confidential

2014-15/50 Report on departmental re-organisation – minuted as confidential

Members noted the proposals.

2014-15/51 Report of a meeting of the Resources Committee held on Monday 26th January 2015.

Chris Maidment introduced the circulated minute. He asked Members to note that much of the discussion in the committee centred on issues which had been fully discussed earlier in the current Board meeting. The Committee's next meeting would consider the final accounts and the going-concern issue.

Members noted the minute of the meeting.

2014-15/52 Report of a meeting of the Standards Committee held on Monday 9th February 2015

Clive Behagg introduced the circulated minute. He told Members that the committee had discussed the quality issues raised in the Support and Challenge Inspector's letter, especially the issue of the role and effectiveness of the committee itself. The major issue arising was the nature of data reports. Suggestions had been made and agreed on how these issues would be handled by the ELT in future. He noted that an additional Standards meeting had been arranged and during the meeting further discussion on improved reporting would take place.

After discussion, Members noted the minute of the meeting.

2014-15/53 Confidential Business.

The Clerk advised that the minutes and papers relating to any financial matters, to the FE Commissioner's report and to the staff re-organisation should be kept confidential for the time being. This was agreed.

The meeting ended at 8:35 pm.

signed Chris Maidment (Chair) Date