

WQE & Regent College Group

Minutes of the Corporation Meeting
Held virtually via Zoom on
13 May 2020
Commencing at 5.00 pm

Members of the Corporation present:

Stuart Dawkins, Chair
Jasmine Andean, Joyce Black, Jo Cooke, Walija Fatima, Sarah Fox, Bernadette Green, Neil McGhee,
Nisar Navsariwala, Ing'utu Palmer, Philip Parkinson, Jim Phillips, Amrik Singh, Paul Wilson,
Aaron Winterton & Jimmy Zachariah

In attendance:

Peter Butcher, Tim Cullinan, Carolyn Davies, Dawn Haywood, Andrew Jackson,
Sarah Oldfield & Donna Trusler

Apologies for absence:

Wayne Allsopp, Alistair Lockhart-Smith

1. Welcome, apologies for absence and ground rules

The Chair welcomed all present to what was believed to be the first virtual Corporation meeting in the College's history. Ground rules for the conduct of the meeting were agreed.

Apologies had been received from Alistair Lockhart-Smith and Wayne Allsopp, and the Chair shared the messages within Wayne's email correspondence with Governors.

The Corporation formally registered its thanks and appreciation to the staff of the College for their hard work and dedication during the lockdown period to date, noting that they had responded in an impressively effective and controlled way. The Principal was asked to convey this thanks to the wider staff and agreed to do this via a note in the following week's Staff Bulletin.

The Chair also thanked members for their continued confidence in himself and Joyce Black in voting for their re-appointments as Chair and Vice-Chair of the Corporation, noting that it was a real privilege to be part of such a great team.

The Chair then invited members to give a short update on their current circumstances and experiences during lockdown. Though experiences varied all members were well and were getting on with things as best they could. The Chair and Clerk thanked Governors for responding so efficiently to electronic communications sent out during this period; this had been really helpful in enabling the Corporation's business to continue to run smoothly.

2. Declarations of interest

None.

3. Minutes – Paper 001

The minutes of the Corporation meeting held 10 March 2020 were approved as a correct record. It was noted that signing and filing would take place as soon as was possible.

4. Record of Matters Considered – Paper 002

The record of matters considered by the Corporation during the period 11 March to 31 March 2020 was received. The Clerk noted that this document would form part of the official record of the Corporation's business and had therefore been produced with full notes included. A similar pattern would be followed for all Corporation meetings during the lockdown period. Members had no questions or comments.

The Corporation unanimously agreed to adopt the Record of Matters Considered and formally thanked the Clerk for the sound processes followed. It was noted that signing and filing would take place as soon as was possible.

5. Principal's Update

The Principal noted that he had made a few minor changes to the presentation since distributing it to members via email earlier that week, reflecting the pace at which new announcements had been happening and would forward the updated presentation following the meeting. The Principal updated the Corporation on the following matters:

- Summer exams series
- Onsite access/provision
- Vulnerable students & statistics
- IT systems developments to support learning & engagement
- Support for staff
- Consideration of the challenges involved in re-opening, including:
 - Onsite activity – our priority groups
- HESA Updates
- FE Commissioner communication
- Funding 2020-21
- Strategic estates planning

The Principal took a range of questions from members throughout the presentation regarding the matters raised, particularly around centre-assessed grades and standardisation, the possibility of increased exam fees, student engagement during lockdown, supporting students with mental health needs and welcoming students back to the College post-lockdown. Governors thanked the Principal for his thorough update and took assurance that the College was doing all it could to support both students and staff through these unprecedented times whilst continuing to look to the future in terms of its estates and financial planning and preparing for staff and students' return.

Andrew Jackson left the meeting at this point.

6. Any other business

Members asked whether the College was planning a deep-clean prior to students returning and queried what the cost of this might be. Carolyn Davies replied that the College was compliant and following all current guidance in terms of cleaning. It was also putting together

a cleaning plan as part of its overall reopening plan. Cleaning would almost certainly cost more for some time post-reopening.

7. Confidentiality

None.

8. Date, time and location of next meeting

The next meeting would take place on Thursday 10 June 2020, commencing at 5.00 pm, provisionally via Zoom. The Chair noted that he would be happy to receive any comments from Governors with regard to the success or otherwise of this meeting prior to the next.

The meeting closed at 6.55 pm.

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Corporation Chair

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Date