



**MONT ROSE®
COLLEGE**

Academic/ Quality Assurance Board Meeting

Date of meeting: 30th May 2024

Duration of meeting: 15:00pm – 16:00pm

Location: MRH Board Room

Agenda:

No	Items
01	Matters Arising
02	May 2024 Admisison Report
03	Pearson EV Visits
04	Closer of DET Department
05	APP
06	New Course Approval
07	
08	
09	
10	
11	

Attendance:

Names	Job Title
Sayed Zain	Principal- (Chairperson)
Renata Kairiene	Vice Principal
Desh Sharma	Programme Manager – Marketing
Pratika Teyssedou	Programme Manager – Hospitality Manager
Fabrice Teyssedou	Academic Quality Assurance Manager
Kwaku Adjepong	Programme Manager - DET
Kaye Waites	HR Officer Sharon Ward (Secretary)
Elizabeth Kayembe	Programme Manager – H&SC
Bilal Sheikh	CEO
Omer Firoze Chughtai	HND BM-2024

1. Matters Arising:

Mr Kwaku was to find a consultant for DET, but the idea was dropped as it was not possible to find someone with experience in DET taught by a private provider.

The Principal reported that the date of the Research Conference is 19th June 2024 and the registration deadline was 15th May 2024.

There will be four Key Note Speakers:

Dr Alerx Bols

Dr Sajeel Ahmed

Professor David Baker

Mr Aftab Zikria

2. May 2024 Admisison Report

The Principal reported that 413 students are recruited for the Amy intake, and their break up is as follows:

Course Enrolment Breakdown:

1. **HND HCP (Health Care Practice):** 23 students
2. **HND HOSP (Hospitality):** 113 students
3. **HND BM (Business Management):** 131 students
4. **FOUNDATION:** 101 students
5. **TOP UP BM (Top-up Business Management):** 34 students
6. **IMBA (International Master of Business Administration):** 11 students

Total Enrolment:

- **Morning Total:** 166 students
- **Evening Total:** 247 students
- **Grand Total:** 413 students

3. Pearson EV Visits

The Academic Quality Assurance Manager reported that the HND Health 7 Social Care EV visit is on 24th May 2024. The HND Hospitality will be on 5th June 2024, HND Business Marketing visit will be on 19th June 2024.

Action: The Academic Quality Assurance Manager will provide feedback on the outcome of the above visit in the next meeting.

4. Closer of DET Department

The Principal highlighted that DET will be closed by the end of July 2024. The HR department is contacting DET teaching staff, offering them other employment opportunities available in the college, and adjusting as many of the staff as possible. Those members of the staff who will not be able to get alternative employment will be offered the redundancy package.

Action: Update from the Principal regarding the closure of the DET Department in the next meeting.

5. APP

The Vice-Principal reported that three staff members will be working on developing a new APP. It will be her, Dr Irfan, and the Principal. Once they finalize the plan, it will be forwarded to the senior staff for feedback before submission.

Action: Feedback regarding APP by the Vice-Principal in the next meeting

6. New Course Approval

The Principal reported that a business case had been developed for HND Digital Technologies in light of the feedback received from the recruiting agents about its popularity. Market research has been conducted, which shows that there is currently a demand for this course.

A course approval document was circulated, and after some debate, it was approved by the board. Soon after, the Principal will forward a course approval form to Pearson.

Action: Update from the Principal regarding the approval of HND Digital Technologies in the next meeting.

The next meeting will be on 17th October 2024.

Person Responsible	Action Point
Academic Quality Assurance Manager	The Academic Quality Assurance Manager will provide feedback on the outcome of the above visit in the next meeting.
Principal	The Principal will provide an update regarding the closure of the DET Department in the next meeting.

Vice-Principal	The Vice-Principal will provide feedback regarding APP in the next meeting.
Principal	The Principal will provide an update regarding the approval of HND Digital Technologies during the next meeting.