

<b>Minutes of the Standards Committee Meeting Held on Thursday 25 February 2016 – Staff Room</b>
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<b>Present:</b>	Chris Humpage (Chair) Carol Skewes Daniel Potter (student)	Shri Footring Natalie Tickle	Nick Spenceley (Principal) Jamie Spracklen
<b>In attendance:</b>	Theresa Cope (Clerk to the Corporation)  Justine Selman (AP Quality Improvement)	John Driver (DP Curriculum & Quality)	John Revill Vice Principal
<b>Apologies:</b>	Sarah Chamberlain (AP, Head of 6 <sup>th</sup> Form)	Eileen O’Gara Head of Commercial Development	

*Attendance: 100%*

**39/15 Apologies for absence**

The apologies were received & accepted as above

**40/15 Eligibility & quoracy**

All members were eligible & the meeting was quorate.

**41/15 Declaration of interests**

No declarations of interests had been received.

**42/15 HE Student Feedback**

MRJ thanked the committee for the invitation and provided a brief verbal update.

A revamp to the noticeboard in the HE room had been done. Schedules for Semester 2 and a copy of the reference guide were now available and it was hoped to also display these in both the Library and Learning Plus.

The College would be registered with UCAS from the end of March '16.

The approved QAA submission had been sent on 12 February '16 and this would form part of the HE Review in May '16.

MRJ would feedback the student issues raised from semester 1 to the staff governor.

MRJ had also been undertaking promotional work of the college and had been invited to a Careers Fair in April '16. It was hoped to attract potential students to Seevic College from further afield in the county.

Both the Principal and staff governor commended MRJ for all his hard work and were

impressed with the leading role that he had taken in promoting the HE courses.

The committee thanked MRJ for the very useful feedback.

(MRJ left the mtg @ 17:07)

#### **43/15 Employer Responsive**

The Vice Principal gave a verbal update in the absence of the Director of Commercial Development.

The College had been awarded the growth bid (the decision had been delayed until January '16) and the implications of this were being looked at and modelled in the Mid-Year Budget Update.

National data remained unavailable for 2014/15 so national averages for 2013/14 were still being used.

#### **44/15 Destinations**

This item was deferred to the next meeting (17<sup>th</sup> Mar)

#### **45/15 Ofsted Action Plan**

Any changes to the report had been identified in *italic text* with a more substantial update to be provided to the next committee meeting.

The internal audit report looking at quality assurance processes would be presented to the Risk & Audit committee at the next meeting on 8 March '16.

**The Chair requested that this report also be submitted to the next meeting of the Standards committee on 17 March '16.**

Referring to Annex A, the DP C&Q gave a brief overview of the progress made to date in regards to the OAP's.

**This would be further discussed at the next meeting (17 Mar).**

(SF joined the mtg @ 17:46)

#### **46/15 Teaching & Learning update**

Formal lesson observations had mainly focussed on new teachers.

There was a specific training programme place for new members of teaching staff.

#### **47/15 Curriculum Progress Report**

A summary of the key points was given as to the position at the end of the Autumn term.

The projected outcomes for various groups were outlined within the paper.

Referring to Appendix F ("At Risk" courses), a **further update would be given to the next meeting (17 Mar).**

**48/15 Compliments & Complaints**

This item was deferred to the next meeting (17<sup>th</sup> Mar)

**49/15 Management of student performance & behaviour**

This item was deferred to the next meeting (17<sup>th</sup> Mar)

**50/15 Minutes of previous (extraordinary) meeting (14 Jan '16) & progress against matters arising**

The minutes of the extraordinary meeting held on 14 January '16 were agreed as an accurate record and signed by the Chair.

There were no matters arising.

**51/15 Report of actions taken by the Chair on behalf of the Corporation**

There were no actions to be reported.

**52/15 Consideration of confidential matters**

There were no confidential matters for consideration.

**The meeting finished at 18:37**

**The next meeting will be held on Thurs 17 March '16 @ 5:00pm**