



**Agenda for a meeting of the Seevic College Corporation Standards committee  
to be held on Thursday 24 November 2016**

Venue: Board Room

Time: 17:00

Item	Description	Lead person	Action req	Paper	Time (approx)
<b>Procedural matters</b>					
1.	Apologies for absence	Clerk	<i>to receive</i>	<b>Verbal</b>	17:00-17:01
2.	Confirmation of eligibility and quoracy	Clerk		<b>Verbal</b>	17:01-17:02
3.	Declaration of interests	Clerk	<i>to receive</i>	<b>Verbal</b>	17:02-17:03
<b>Strategic matters</b>					
4.	HE Student Feedback	HE Representative	<i>to receive</i>	<b>Verbal</b>	17:03-17:15
5.	HEFCE Annual Quality Assessment Return	HE Development Manager	<i>To approve &amp; recommend</i>	<b>A</b>	17:15-17:30
6.	Performance Appraisal Scheme	CPD Manager	<i>for info</i>	<b>B</b>	17:30-17:45
7.	New lesson observation process	CPD Manager	<i>for info</i>	<b>C</b>	17:45-17:55
8.	English & Maths ( <i>standing item</i> )	Interim DP	<i>to receive</i>	<b>D</b>	17:55-18:10
9.	Applications – strategy • <b>ER Quality Improvement</b>	VP	<i>to receive</i>	<b>E</b>	18:10-18:25
10.	Quality Improvement Plan	Interim DP	<i>to receive</i>	<b>F</b>	18:25-18:40
11.	Compliments & complaints 2015/16	Interim DP	<i>for info</i>	<b>G</b>	18:40-18:50
<b>Ensuring Accountability</b>					
12.	To confirm the accuracy of the minutes of the last meeting held on 13 Oct '16 & discuss and review progress against matters arising	Chair	<i>to agree</i>	<b>H</b>	18:50-18:55
13.	Report of actions taken by the Chair on behalf of the Corporation	Chair	<i>to receive</i>	<b>Verbal</b>	18:55-19:00
<b>Other matters</b>					
14.	Revision of statutory policies: • <b>Whistleblowing</b>	Principal	<i>To review &amp; approve</i>	<b>I</b>	19:00-19:10
<b>Confidential matters</b>					
15.	Consideration of any confidential matters	Chair		<b>Verbal</b>	19:10

<b>Date of next meeting</b>
The date of the next scheduled meeting is: <b>Thurs 23 February 2017 @ 17:00</b>