

QUALITY & CURRICULUM COMMITTEE

The next meeting of the Quality & Curriculum Committee will be held in the Cathedral Room on

Tuesday 2 December 2008 at 4.00pm

AGENDA

1. Apologies for Absence

2. Chairman 2008-09

To appoint a Chairman for the year to 31 July 2009

3. Vice-Chairman 2008-09

To appoint a Vice-Chairman for the year to 31 July 2009

4. Membership of the Committee

To note the Membership of the Committee for 2008-09 as follows:

<i>Mr David Galloway</i>	<i>Mr Nick Scarfield</i>
<i>Dr John Jarvis</i>	<i>Mr Toby Salt (External)</i>
<i>Mr Robert Lapraik</i>	<i>Mr David Hett (Ex officio)</i>
<i>Dr Richard Parker</i>	<i>Miss Frances Russell (Ex officio)</i>
<i>Mr Roger Paterson</i>	<i>+ a Staff Representative</i>

Members are reminded that they have a personal responsibility to declare any interests they may have in items under discussion and to withdraw from the meeting during such discussions. To enable business to be conducted expeditiously it will be assumed that Members have read all papers presented with the Agenda. To further this aim Members are encouraged to seek clarification or additional information where necessary via the Clerk in advance of the Meeting.

5. Terms of Reference

To note the Committee Terms of Reference which were approved by the Governing Body on 16 July 2008.

(Blue)

6. Quality Assurance Systems

Colin Whitaker to report on the quality assurance systems in place including the roles and responsibilities of staff.

7. Annual Business Plan

A schedule is attached for information indicating the annual plan for the business of the meeting. It is based upon known items of business that will normally occur during the year.

(Lilac)

8. Student Success 2007-08

Reports are attached on the following:

- (i) Learner Achievements*
- (ii) Value Added*
- (iii) AS/A2 Results Analysis*

(Pink)
(Cream)
(Blue)

9. Lesson Observations 2007-08

A report is circulated analysing the results of lesson observations undertaken in 2007-08.

(White)

10. Enrolment Numbers

The latest enrolment numbers for the 2008-09 academic year are attached for information.

(Salmon)

11. Draft Self Assessment Report 2007-08

- (i) Leadership and Management*
- (ii) Capacity to Improve.*

(Green)
(Lilac)

12. QAA Review of Higher Education

A report is attached on a recent review of Higher Education provision within the College by the QAA. (Cream)

13. Every Student Matters

Vicki Illingworth to report on the development of Every Student Matters. A summary report is attached for information. (White)

14. Date of Next Meeting

Thursday 19th March 2009 at 4pm

15. Any Other Business

To consider any other items of business which have been notified to the Clerk to the Governing Body in advance of the meeting.

16. Review of the Business of the Meeting

Members of the Committee are invited to consider whether any items of business before the meeting might have been dealt with in a different or more appropriate fashion.