

**MINUTES OF THE MEETING OF THE  
QUALITY & STANDARDS COMMITTEE  
Held on Thursday, 10<sup>th</sup> March 2011 at 4.10 p.m.**

Present: Prof C Behagg (Governor), Ms K McConville, Mr A W Mudie, Mr S P Nicholls,  
Mr J R Nunns, Mrs M J Russell, Mr Harry Underwood and Mr Anastasios  
Vourexakis (Student Governors)

Apologies received: Mr S van der Borgh (Governor), Mr C P Clementi (Governor), Mr S A Martell

In attendance: Mr C J Eley, Ms N Whitehead (Clerk)

*The meeting welcomed Mr Colin Eley as a potential new member of the Committee, subject to approval by the Governing Body.*

**1. Declarations of interest**

There were no declarations of interest.

**2. Minutes of the meeting held on 29<sup>th</sup> November 2010**

The minutes were approved.

**3. Matters Arising**

**Item 3 (re. Item 6: Cross- College Staff and Student Surveys):** The Vice Principal explained that the improvement to the student evaluations had been completed and that students were currently completing their evaluations for the academic year 2010-11. It was hoped that the new improved evaluations will enhance further the college's commitment to the student voice.

**4. College Quality Improvement Plan (QIP) 2011**

*Paper: College Quality Improvement Plan 2011 December 2010*

The Chair explained that the Committee's role was to ensure that the QIP contained an appropriate set of improvement actions in order to address the issues identified as areas for development in the Self-Assessment Report (SAR). In response to a request to highlight those areas he considered a priority for action, the Vice Principal drew attention to the headline Operational Plan and in particular to the college's wish to build on the very good value-added scores achieved in Summer 2010 for both AS and A2 so that when leaving Collyer's, students could feel that they had had every opportunity to achieve their full potential. The changes proposed in the timetable contributed to this aim in enabling students to choose the subjects they wished to follow with the right facilities available to them. The student governors welcomed the proposal also to reorganise tutor time on a more flexible but focused basis whilst recognising that both staff and students would have a responsibility to ensure communication was still effective. The more efficient use of resources was also a challenge given the funding cuts proposed by Government over the next four years.

In faculty areas, the Vice Principal highlighted the considerable impact to-date of the new Head of Music and the intention to continue to build on this greater stability in Music Technology. Similarly a

new Head of Department in Psychology would be working with her team to produce results above the national average and the English Department were continuing to try every avenue to address one problematic area of the syllabus. It was hoped that the sharing of good practice and successful strategies across subjects and faculties would help achieve universally high performance across the college.

In cross-college terms, there was an opportunity to build on recent progress in embedding Equality and Diversity and Safeguarding in areas such as lesson observations and appraisals, further to the considerable training and enhanced policies addressed in the previous year. The Director of Learning Resources commented also on the college's new Systems Librarian who was contributing to the college's efforts to fully exploit technology in supporting students, for example in e-streaming and the use of mobile technology.

**Recommendation: The Governing Body should approve the College Quality Improvement Plan 2011 at its next meeting.**

**5. Achievement & retention: E&D Monitoring 2009-10**

*Papers: E&D Monitoring Report 2009-10*

The Clerk, on behalf of the Assistant Principal (Progress), explained that for Equality and Diversity monitoring, the college had looked at achievement and retention on the basis of gender, ethnicity, previous school and post code of home address, as well as for the first time disability. On gender, there had been a reversal in the slight widening of the achievement gap between males and females in the previous year with females pass rate at A2 remaining high at 98.6% but with the males' achievement rising more to a slightly higher level of 98.7% and with better value-added scores. At AS the females remained ahead by 3.4%. At A2 male retention at 98.6% exceeded the females by 1.3% but at AS it dropped 2.7% to 92.6%.

The achievement of non-white students at A2 was an impressive 100% (1.4% better than the white population) with most achieving a better grade than targeted. At AS level non-white students' achievement improved by 11% to 84.9%, with white students showing a 6.7% improvement to 91.7% achievement on the previous year. Both groups had shown a dip in retention. Achievement and retention figures based on previous school and postcode showed very little variation in line with previous years.

Disability was reported in terms of both a declared disability and some form of learning difficulty but with similar trends across both groups. At A2 achievement was slightly below nondisabled students at 96.2% and 98.4% for the two groups but with a marked increase in the higher grades. For both A2 and AS students with a disability, value added comparing target with actual grade was better than for nondisabled students.

**Action: The Chair requested that in future it would be helpful if the report could be on an exception basis drawing particular attention to any areas of concern.**

**6. Student Progress – Management Report**

*Paper: Student Progress – Management Report Summary January 2011*

On behalf of the Assistant Principal (Progress), the Clerk explained that the SLN figure was above target. 16-18 retention was up 1% from last year with no loss of international students. There was

evidence that more students were changing courses but they were not leaving college or moving to a reduced programme. Performance figures reflected the latest (PEARS) assessments with some subjects showing above target predictions and only two subjects below target. Effort grades in almost all areas were satisfactory or above. Attendance was slightly lower than in previous years but may be as a result of the heavy periods of snow.

*[5.15pm: Mrs Melanie Russell left the meeting]*

**7. Governance Quality Framework**

*Paper: Quality Framework: Governance Self-Assessment*

The Committee agreed that there had been an appropriate focus on student achievement with the implications for staff also taken into account. Both the QIP and Equality & Diversity report had reflected the college's strategy of widening participation. The Committee felt they had been supported by excellent documentation and there was a good cross-section of the college community represented on the Committee willing to make their contribution.

*As this was his last meeting as a member of the Governing Body, Professor Clive Behagg was thanked for his considerable contribution as a governor for the past 12 years, and most particularly for his role as Chair of the Quality & Standards Committee. He in turn also thanked the student governors for whom this was their last Committee meeting.*

**8. Date of the next meeting:** Thursday, 30<sup>th</sup> June 2011 at 4.10 p.m.

*Meeting ended at 5.25p.m.*

Chairman .....

Date .....

NCW 13-03-11