

DRAFT

NEW COLLEGE, SWINDON

Minutes of the Curriculum and Quality committee held on Thursday 8th February 2018

Present: Charlotte Mannion (Chair), Peter O'Brien, Mark Owen, Graham Taylor, Jim Webster

With: Sarah Church (prospective governor)
Paul James, Sam Bramfitt, Pete Jodrell, Amanda Spanswick, Tracy Scaife

624 Apologies for absence – received from Sam McCurdy.

625 Disclosures of Interest – none.

626 Minutes of the last meeting held on 31st October 2017 – agreed as a correct record.

627 Matters arising from the minutes of the last meeting held on 31st October 2017 – none.

628 Risk Management update – verbal report received from Director of Curriculum, Quality and CIS.

Noted that the main risks remain unchanged. There are still concerns around apprenticeships and value-added.

629 Business, Computing, Travel and Tourism: Presentation by Faculty Manager – the Chair welcomed Pete Jodrell, Faculty Manager Business, Computing, Travel and Tourism to the meeting.

The meeting received a presentation on the Faculty, noting 2016/17 performance, 2017/18 performance to date, challenges and interventions. Curriculum development within the Faculty for 2018/19 was also noted.

With regard to the problems experienced in attracting staff, the Faculty Manager advised that in areas such as Business and Computing, the college has to compete with the private sector where salaries are that much higher.

The Principal added that through the work of the Faculty Manager and Patrick Seale, the Head of Business, the turnaround within the Business Team has been tremendous.

The Chair thanked the Faculty Manager for attending the meeting and for his presentation.

630 Lesson Observation update – report by Director of Curriculum Quality and CIS was received and noted.

It was further noted that 91% of planned ungraded lesson observations have been completed. 92% of those completed have been good or better. 9 have been identified as requiring improvement. Training is being given to observers. The ungraded observations are seen as more effective by staff.

631 Higher Education (HE) update – report by Sam Bramfitt, Faculty Manager and Head of Higher Education received and noted.

It was further noted that the Higher Education Funding Council for England (HEFCE) will shortly become the Office for Students. The new body will seek assurances from governing bodies to support the Annual Provider Review (APR) process. There are some quality issues with some of the partners that the college currently works with. A HE Manager has recently been recruited to grow the HE provision at the college. Swindon Borough Council is very keen to promote HE in Swindon as it feels it would be good for the economic growth of the town. The college has reps on all of the appropriate bodies and is part of the Swindon IoT.

A HE Development Plan 2017-20 has been put together and meetings are being held with various universities regarding partnerships. It is possible that with the speed that HE is growing it will out-run the Plan.

The Chair thanked the Faculty Manager for his detailed report and for attending the meeting.

632 Achievement Rate (AR) update – report by Director of Curriculum, Quality and CIS received and noted.

Currently 47% of leavers are on or above target grade. Attendance is on a par with last year.

633 Quality Improvement Plan (QIP) – received and noted.

634 Performance Tables – report by Director of Curriculum, Quality and CIS received and noted.

It was further noted that the value-added for vocational work is in line with the sector and is not as good as hoped. It is hoped that these will improve with the introduction of external exams.

635 Curriculum efficiencies – report by Director of Curriculum, Quality and CIS received and noted.

Current utilisation for Queen's Drive is 99.1%.

636 Curriculum Development Strategy (and HE update) 2016/17 – received and noted.

637 Value-added (VA) and grade profiles – information to be forwarded to the committee via email.

ACTION: PJ to forward information on VA and grade profile

638 English and Maths update – report by Amanda Spanswick, Faculty Manager ELHMS received and noted.

It was further noted that this year all students with grades D, E, 3 and 2 have been entered for GCSE rather than just grades D and 3. The reasons for this were outlined and noted.

639 Any other business – raised as follows:

(a) Thanks from Chair – the Chair thanked everyone for attending the meeting for their input. She added that it was really useful having the Faculty Managers in attendance and thanked them for the work they do.

640 Date of next meeting – Tuesday 18th June 2018 at 1700.