

## EMPLOYMENT POLICY COMMITTEE

### MINUTES OF MEETING HELD ON TUESDAY 16<sup>th</sup> JUNE 2009

**PRESENT:**

**Committee Members** Hazel Charlesworth (Chair), John Barker, Gill de Bourcier, Dave Kelly and Derek Lyon.

**In Attendance** John Shields (Head of Staffing)

**Clerk** Ed Elvish

**Apologies:**

**1 Conflict of Interest**

Members confirmed that they had no conflict of interest with the business of the meeting as detailed in the Agenda.

**2 Minutes**

**Documents received;**

- Minutes of the meeting held on Tuesday 31<sup>st</sup> March 2009

The minutes of the meeting held on 31<sup>st</sup> March were accepted

**3 Matters Arising**

There were no matters arising other than those to be covered on the agenda

**4 Staffing Report**

John Shields reported that Cath Morris who teaches law was leaving in July. There would be sufficient flexibility in existing staffing to take up these hours.

Mark Johnson, Drama and Theatre Studies is also leaving for personal reasons associated with the arduous travelling from his home in West Yorkshire. An advertisement had been placed for a replacement and shortlisting was due the following day.

John Eyre, PT teacher of physics, will leave at the end of the academic year when his contract finishes.

Trevor Boyt, formerly of Ulverston Victoria High School, is available next year to teach some geography and geology.

**5 Appraisal**

The Committee was updated by John Shields on proposed revisions to the College's appraisal system. Senior managers were to meet with Lance Edynbry the following week to look at ways to quantify elements of the appraisal system to bring it in line with the College's approach to target setting.

**6 Schedule of Meetings**

**Document received;**

- Schedule of meetings 2008-09

The Committee reviewed the appropriateness of the pattern of Employment Policy meetings in the present year and decided to continue with the same frequency and timing for the coming year