

**QUALITY IMPROVEMENT AND STANDARDS COMMITTEE  
MINUTES OF MEETING HELD ON TUESDAY 23<sup>rd</sup> SEPTEMBER 2008**

**PRESENT:**

**Committee Members** John Goddard (Chair), John Barker, Dave Kelly and Derek Lyon.

**In Attendance** Rob Nodroum (Director of CIS)

**Apologies:** Hazel Charlesworth, Jeff Chadd

**Clerk** Ed Elvish

**1 Election of Chair**

In the absence of Hazel Charlesworth, John Goddard accepted the invitation to chair the meeting.

**2 Conflict of Interest**

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

**3 Minutes**

The Minutes of the meeting held on 20<sup>th</sup> May 2008 were agreed and signed as a correct record.

**4 Matters Arising**

The Chair requested confirmation that the proposed change of dates for the QIS and Corporation meetings in December had been agreed. These will now take place on the 9<sup>th</sup> and 16<sup>th</sup> December respectively.

**5 Strategic Summary**

Rob Nodroum introduced the latest version of the document, emphasising that this was predominantly for internal use. He took the Committee through the College's Strategic Priorities and these were accepted.

**6 Annual Plan**

The cross college elements of the Annual Plan were presented by Rob Nodroum. There was some discussion on the choice of colleges for Peer Group Review and it was agreed that, since these were known, trusted and not too close geographically, these were appropriate.

**7 Examination Results 2008 and Value Added Report**

The Principal reported that he was pleased with the results. Pass rates were in line with, or above, national averages and although grades A and B at A level were still a little below national figures the gap was narrowing. There were a small number of areas of concern at AS but one of these, sociology, had already benefited from an initial re-mark and further work was to be completed on this.

The Committee looked closely at ALPS and ALIS data and were updated by the Principal on the preparations being made nationally to introduce a VA system in which data would be taken directly from Examination Boards, not submitted by individual institutions.

**6 Reports of Complaints, Bullying and Racist Behaviour**

None had been received

**7 Enrolment September 2008**

Enrolment figures for September were considered and reported to be healthy with over 900 full-time students in the college. The particularly large number from Dowdales (115) was noted.

Rob Nodroum reported on new LSC criteria for funding which included a 6 week threshold from enrolment date after which funding would be provided if the student remained on roll. He pointed out that figures in the College tables of origin of students were distorted by existing BSFC students being classified by school rather than as college applicants.

## **8 Quality Manual**

In Jeff Chadd's absence, the Principal presented the final version of the Quality Manual which included updates following suggestions from governors and others.

## **9 Validation Handbook**

The further revised version of the Validation Handbook was presented. This is just about finalised but there is still time for further comment.