

Standards Committee 14 June 2011, Committee Room, Ashington

	<p>Present : T Shirley (Chair), C Todd, R Casson, M Rossi</p> <p>In Attendance: L Kinghorn, D Ferguson, K Allan (Clerk), D Simpkin (note taker)</p>	
Stnds/14Jun11/01	The meeting was agreed to be quorate.	
Stnds/14Jun11/02	<p>Apologies for absence</p> <p>Apologies were received from Helen Wright.</p>	
Stnds/14Jun11/03 and 04	<p>Minutes of the meeting held on 23rd November 2010</p> <p>The minutes of the meeting held on the 15 February 2011 were agreed as a true and accurate record of the meeting.</p> <p>Matters arising</p> <p><u>Success Rates:</u></p> <p>It was noted that a report on predicted success rates was not available due to HW's absence.</p> <p><u>Connexions Service:</u></p> <p>R Casson updated members on the next steps with regard to the Connexions service. RC asked KA to keep this matter on the agenda until such a time this is ready to be addressed.</p>	K Allan
Stnds/14Jun11/05	<p>Learner involvement report</p> <p>David Ferguson (DF) provided this report to update Governors on Learner involvement activity at Northumberland College in the 2010/2011 academic year.</p> <p>DF advised Governors on the current Learner Involvement Strategy and its aims, ie:</p> <ul style="list-style-type: none"> • Increase participation and enable learner views to be collected in a systematic way • Implementation of an effective Learner Parliament • Ensure that learner involvement is a key strategic driver at Northumberland College. <p>DF commented that the revised strategy also acknowledged that the College had made significant progress in involving students in formal processes over the last two years but, that in order to maintain this progress, the College needed to focus on ensuring that Learner Involvement is embedded in the delivery of the curriculum offer.</p> <p>DF added that the College had invested significant time resource into</p>	

	<p>the development of its social networking activity as a result of discussions with students at the Learner Parliament. Students had requested communication in this way and therefore the College had developed its Facebook and Twitter presence. He advised that this method of communication was proving to be highly effective and, in time it is likely that this will become a full-time replacement for the College's current Voicebox service and Student Intranet.</p> <p>DF reported that the Learner Parliament had met in Term 2 at both Ashington and Kirkley Hall and that the discussion focused solely on the results of the 2010/2011 Induction Survey and provided more details to support the statistical results.</p> <p>DF commented that the College has also instigated specific meetings with students as a result of the Curriculum Review process currently being implemented by the Assitant Principal (Quality).</p> <p>Governors discussed ways of providing guidance for students when completing surveys and the need to look at circumstances as to when survey are conducted in order to avoid information being misleading or useless. It was agreed that student mentors would be significant in this particular matter.</p>	
Stnds/14Jun11/06	<p>Curriculum and quality performance report</p> <p>Louise Kinghorn (LK) provided this report to inform Governors of key performance data, teaching staff development activities and to update on the College grading observation profile for 2010-11.</p> <p><u>Learner Responsive Retention and Achievement</u></p> <p>LK advised that the retention is currently 88% against a benchmark of 88%. Current retention rates for courses with end dates 2010/11, by curriculum area ranged from 82% to 94%. LK advised that LBI and Sport, Foundation Learning, IT and Business were the only curriculum areas to have hit the College's 90% retention target.</p> <p>It was noted that the achievement data covered the year to date, not the full academic year.</p> <p><u>Employer Responsive Performance 2010/11</u></p> <p>LK advised that a summary overall success rate at 69% compared reasonably well with overall National rate of 75%. 2010/11 performance was strong in Construction and Agriculture, with weak areas being Health and Business.</p> <p>LK advised that Employer Responsive data indicated a year on year improvement in overall success rates over a four year period and a narrowing of the gap compared with national averages. She added that in 2006/07 overall success was 8% below the national rate, and in</p>	

2009/10 it was at 1% below the national rate.

Discussions then turned to e-registers and LK advised that figures for % e-register completion looked extremely positive, however LK added that the report did not reflect the timeliness of the register completion. Whilst overall compliance looked good, timely compliance was not as good which had an impact upon the College procedure for contacting non attendees. Discussions took place with regard to providing assistance regarding the risk of non-completion of e-registers. RC advised that this needed to be tightened as it was noted that a student could be absent from College for an hour without being noticed, resulting in potential safeguarding implications.

Teaching staff development activity

LK's report provided details of the work that had been undertaken as part of staff development activities since the appointment of the Teaching & Learning Co-ordinator.

LK advised that she, together with the Learning and Teaching Co-ordinator, had devised an implementation plan for the College Learning and Teaching Strategy. This included a launch meeting for each Curriculum area as well as a session for staff at the Berwick campus. LK advised that the launch events gave staff the opportunity to feed back their CPD needs which has enabled the Quality Team to develop bespoke CPD programmes for each curriculum area over the final term.

Observation grading profile update

Within LK's report she provided the College grade profile comparison charts for 2009/10 and 2010/11 which showed an increase in % of observations graded at 2 or above from 70% to 81%.

LK added that more work on classroom activity was planned for the next academic year, and that targets and KPIs would be set for each area for grading and not just an overall grading for the whole of the College. Discussions took place with regard to staff development for lecturers and the possibility of them having time in industry in order to update their skills.

Any other business:

There were no items raised.

Confidential items:

There were no items to be classified as confidential.

Date of the next meeting:

	TBC	
	Members of the committee: T Shirley (Chair), C Todd, R Casson, M Rossi	

Minutes agreed:

Signed:

Date:

DRAFT