

Meeting commenced: 16.00

Meeting ended: 17.40

PRESENT

Dr Barbara Spittle
Mrs Jayne Dickinson
Mrs Cathie Prest
Mr Neil Ward
Ms Hannah Frewer

Independent Member
Principal and Chief Executive
Independent Member
Academic Staff Member
Student Member

Chair

APOLOGIES FOR ABSENCE

Mrs Margaret Davey
Mr Ron Searle
Mrs Ann-Christine Harland
Mr Robert Campbell

Independent Member
Independent Member
Vice Principal: Finance and Resources
Student Member

IN ATTENDANCE

Mr Kevin Standish
Ms Frances Franklin

Deputy Principal: Curriculum and Standards
Associate Director: Curriculum and Quality

CLERK

Mrs Sue Glover

Clerk to the Corporation

As the absences were known in advance, Dr Barbara Spittle had been invited to attend as an independent member to provide relevant expertise and to ensure that the meeting was quorate. In the absence of the Chair, Mrs Margaret Davey, it was agreed that Dr Barbara Spittle would Chair the meeting.

LQC.54.15 DECLARATION OF INTERESTS

Members and officers were reminded of the need to declare any personal or financial interest in any item to be considered during the meeting.

LQC.55.15 APOLOGIES FOR ABSENCE

Apologies for absence were received from:

Mrs Margaret Davey - personal commitments
Mr Ron Searle - business commitments
Mr Robert Campbell - personal commitments

AGREED

The Learning and Quality Committee accepts the apologies for absence.

LQC.56.15 NOTIFICATION OF ANY OTHER BUSINESS

Members agreed that there was no additional business for consideration.

LQC.57.15 EAST SURREY COLLEGE SELF-ASSESSMENT REPORT: 2014/2015

The Deputy Principal: Curriculum and Standards presented, for consideration and approval, the draft East Surrey College Self-Assessment Report: 2014/2015 prior to further presentation to the Corporation Board for approval.

Members were advised that the document has been prepared against the new Common Inspection Framework which was introduced in September 2015. It is still work in progress and some statements may be refined and additional data incorporated, which had been received too late to be included in the draft.

Members noted that the College sees this as the key document for self-reflection, honest analysis and quality improvement.

The overall summary sheet 2014/2015 was reviewed and noted:

- Overall effectiveness of provision – Self Assessment Grade 2 – Good (2013/14 Grade 2)
- Outcomes for Learners – Grade 2 (2013/14 Grade 2)
- Quality of Teaching Learning and Assessment – Grade 2 (2013/14 Grade 2)
- The effectiveness of Leadership and Management – Grade 1 (2013/14 Grade 2)
- Overall Retention, Achievement and Success Rate (Long, short and very short combined) – 2013/14 85.2%, 2012/13 84.3%, 2011/12 83.4%, 2010/11 80.8%
- Overall Long Course Success Rate – 2013/14 83.4%, 2012/13 82.7%, 2011/12 81.2%, 2010/11 80.7%
- Positive Destinations – 2013/14 92% (as at 27 November 2014)

Members were advised that the percentage rates for overall retention, achievement and success, long course success rates and positive destinations for 2014/15 were not yet finalised but would be presented to Corporation on 10 December 2015.

16.35 Jayne Dickinson arrived

The Committee discussed sections of the report and made a number of suggestions to improve the content and to enhance key areas of strength.

Members were advised that all the comments made would be incorporated into the revised document, which will be presented to the Corporation Board for approval at the meeting on 10 December 2015.

Members noted the key impact measures arising from the report, in particular the student implications.

RESOLVED

The Learning and Quality Committee approves the draft Self Assessment Report: 2014/2015 and, subject to amendments as discussed, commends to the Corporation Board for approval.

LQC.58.15 COLLEGE QUALITY IMPROVEMENT PLAN 2015/2016: AUTUMN TERM 2015
The Deputy Principal: Curriculum and Standards presented, for consideration and approval, the draft College Quality Improvement Plan.

The Committee was reminded that

- the College Quality Improvement Plan (QIP) is the major working quality improvement document which follows on from the full Self Assessment Report (SAR) and which is itself the most important quality monitoring document for the College
- areas for improvement identified in the SAR are raised in the QIP as areas for improvement with actions, targets, responsibilities and timelines identified for monitoring and achievement
- there is an expectation that actions are clear, comprehensive and measurable

Members were advised that the Quality Improvement Plan for 2015/2016 is continually updated and will be completed once the Self Assessment Report for 2014/2015 has been finalised and will be presented to the Corporation Board at the meeting on 10 December 2015.

RESOLVED

The Learning and Quality Committee approves and commends to the Corporation Board the College Quality Improvement Plan 2015/2016: Autumn Term 2015, subject to this being finalised.

LQC.59.15 GOVERNORS' QUALITY IMPROVEMENT PLAN 2015/2016: AUTUMN TERM 2015

The Clerk to the Corporation presented, for consideration and approval, the Governors' Quality Improvement Plan 2015/2016: Autumn Term 2015.

Members were advised that at the previous meeting of the Learning and Quality Committee held on 12 November 2015, it was agreed that the document is further reviewed in the light of the discussions and presented to the meeting on 3 December 2015 for consideration.

The Committee was reminded that

- the Governors' Quality Improvement Plan (QIP) is updated at the beginning of each academic year and is informed by issues arising from the Governors' self assessment which is undertaken in June
- the Governors' QIP Working Group meets on a regular basis to monitor and review the Plan prior to submission for consideration by the Learning and Quality Committee
- the Plan is monitored on a termly basis by the Learning and Quality Committee

The Committee reviewed the document, noting the proposed further revisions, and agreed that no further changes are required.

Members noted the key impact measures arising from the report, in particular the Strategic and Risk implications.

RESOLVED

The Learning and Quality Committee approves the Governors' Quality Improvement Plan 2015/2016: Autumn Term 2015 and commends to the Corporation Board for approval.

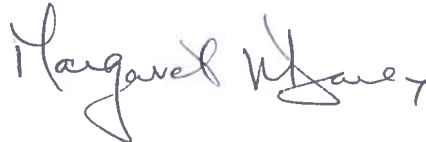
LQC.60.15 ANY OTHER BUSINESS
There was no other business.

LQC.61.15 SCHEDULE OF MEETINGS: 2015/2016
Thursday 25 February 2016
Thursday 9 June 2016

All meetings commence at 16.00

As there was no further business, the Chair declared the meeting closed.

SIGNED AS A CORRECT RECORD:



DATE: Thursday 25 February 2016