

# HARLOW COLLEGE FURTHER EDUCATION CORPORATION

## STANDARDS COMMITTEE

### Minutes of the Meeting held on Tuesday 11 June 2013

Membership:                   \* Riccardo Abela  
                                     \* Chris Christofides (Chair)  
                                     \* Elaine McMahon  
                                     \* Mike Thorne

*\*denotes present*

In attendance               D Sheridan, Clerk to the Corporation  
                                     R Lucas, Deputy Clerk to the Corporation  
                                     P Marsh, Vice-Principal  
                                     M Stokes, Vice-Principal

#### **440 Apologies for absence**

There were no apologies for absence

#### **441 Declarations of Interest**

There were no interests declared in any agenda item

#### **442 Minutes of the previous meeting**

The minutes of the meeting held on 12 February 2013 were agreed as a correct and accurate record.

#### **443 Matters arising from the minutes**

##### **443.1 Essex County Council (minutes 431 and 419.1 refers)**

M Thorne has a meeting scheduled with the new leader of Essex County Council, during which he will raise Harlow College's success in delivering the highest student success rate in England.

##### **443.2 Framework for Excellence Learner Views Survey (minute 433 refers)**

The national figures are now available, however they have not yet been mapped against the College's data. Key performance indicators will be benchmarked with the Framework for Excellence and will link to the national picture. This will be presented to future meetings of the Standards Committee.

#### **444 Predicted Retention, Success Rates and Value Added 2012/13**

The Standards Committee received and considered the report of the Principal on predicted retention, success rates and value added for 2012/13.

Governors' attention was brought to the increase in apprenticeship success

rates to 65.69% and the timely success rates. It is acknowledged within the College that there are some areas in need of improvement and work is being undertaken with these teams to address this. Internal changes to the way apprenticeships are monitored have been made and a senior manager has become responsible for monitoring apprenticeships throughout the College.

The overall success rate is at 95% and the College is on track to achieve the overall target this year. Apprenticeship success rates are, however, declining but this is reflected in the national picture and is linked to employers and the changes made to the apprenticeship frameworks.

A discussion was held around traineeships and the impact the 24+ loans could have on apprenticeships.

Value added for vocational qualifications is lower than this time last year, however A-level value added is higher. Work will continue to drive up value added until the end of the academic year. It is anticipated that the combined value added will be similar to last year. It was agreed that the previous year's value added should be added into the figures in reports in the future to use as a comparison.

The Committee noted the paper.

#### **445 Harlow College Dashboard**

The Committee received and considered the report of the P Marsh on the Harlow College Dashboard and a general discussion was held around the dashboard.

Good and outstanding observation grades are currently 1% lower than last year's outturn of 81%. Some teams are in need of improvements and work is currently being undertaken to address this. All staff graded as 3 have "SMART" action plans in place and attention and intervention are focused on those who are consistently observed as grade 3.

Governors noted how the dashboard was compiled.

The Committee noted the paper.

#### **446 Quality Improvement Plan**

The Standards Committee received and considered the Quality Improvement Plan (QIP) presented by P Marsh.

The College's QIP is an annual plan focusing on areas for improvement and development. The main sections of the QIP are for areas which are self-assessed as grade 3 or 4 and how to raise the self-assessment level from good to outstanding. It is vital that the teams are however self-assessing as accurately as possible.

There are some issues with teamwork and a lack of understanding about the quality standards expected by the College however these can be improved.

A discussion was held around the QIP and in particular the issues of personal safety and how they had been addressed.

The Committee noted and approved the QIP.

#### **447 Student Recruitment 2012/13**

The Standards Committee received the report of the Principal on student recruitment for 2012/13.

Governors noted how adult recruitment has significantly increased.

Applications for 2013/14 have increased to 1,793, with 1,339 offers having been made and 100 interviews still to take place. The College's policy is to recruit students and then align them to the appropriate level, rather than rejecting them if they do not meet course entry requirements.

Higher education recruitment is going well and higher than the equivalent stage last year. M Thorne offered to contact his marketing team at ARU to look at finding some budget for a local marketing campaign.

Applications from partner schools have increased by between 8% and 9% from last year. The Committee agreed that additional attempts to engage with Mark Hall would be beneficial, alongside the roll out of the summer marketing campaign.

The Committee noted the paper.

#### **448 Any other business**

There were no items of any other business.

#### **449 Dates of future meetings**

The Committee received the calendar of meetings and the Committee business plan for 2013/14. The dates of the future meetings are as follows:

Autumn Term	Monday 14 October 2013	08.30am
	Tuesday 19 November 2013	08.30am
Spring Term	Tuesday 11 February 2014	08.30am
Summer Term	Tuesday 10 June 2014	08.30am