

HARLOW COLLEGE FURTHER EDUCATION CORPORATION

STANDARDS COMMITTEE

Meeting held on Tuesday 14 June 2011

Membership: * David Brunwin (Chair)
* Riccardo Abela
Chris Christofides
* Colin Hindmarch
Mike Thorne

* denotes present

In attendance: A Hughes, Director HR and Student Services
N Spenceley, Deputy Principal
S Young, Deputy Principal
D Sheridan, Clerk to the Corporation

338 Apologies for absence

Apologies for absence were received from Chris Christofides and Mike Thorne. The meeting proceeded with David Brunwin in the chair.

339 Declarations of Interest

No declarations of interest were made

340 Minutes of the previous meeting

The minutes of the meeting held on 15 February 2011 were approved as a correct record.

341 Matters arising from the minutes

There were no matters arising.

342 Learner Attendance and Retention

The Standards Committee received the Principal's report on attendance and retention. Governors noted that attendance was at 91% and retention currently at 96.2%, predicted to be 95.7% for the year. Governors noted measures taken by teams to improve retention and to enable learners to achieve.

343 Value Added

The Standards Committee received and considered the Principal's report on predicted value added for National Diplomas, AS and A2 programmes.

The Principal reported on how the National Diploma teams were working to increase value added targets by supporting their learners to achieve high grades. This included some activities over what is traditionally the summer vacation.

344 Implementing the Teaching and Learning Strategy

The Standards Committee received an update from the Principal on the implementation of the Teaching the Learning Strategy through consideration of In-Area progress audits. The committee noted the audit process for the direct delivery teams and their grades. The Principal reported on how teams that had declined over the year were being supported to improve. Governors noted the monthly quality dashboard.

345 Recruitment of Students 2011/12

The Committee received the Principal's report and noted that the total number of new applications is 1549 compared to 1457 at the comparable point last year. Offers of places had increased accordingly. The Principal reported that existing students were undertaking "moving on" activities and applications stood at 1222 learners compared to 1066 at this point in 2010.

346 Quality Improvement Plan

The Standards Committee received and considered the Quality Improvement plan which was presented by Nick Spenceley. The Deputy Principal reminded Governors that each year the College produces a Quality Improvement Plan (QIP) to address issues raised in the annual Self-Assessment Report. This current QIP also included the Post-Inspection Action Plan, compiled in response to the Ofsted Inspection in November 2010. The Committee discussed those items with a red status and also actions concerning progression into higher education.

347 Complaints Analysis and Compliments 2010/11

The Standards Committee received and considered the complaints analysis which showed an increase from 10 complaints in 2009/10 to 17 in 2010/11. Governors noted the different categories of complaint and the delivery team/business area concerned. Sue Young confirmed that nine complaints were upheld completely or in part.

Governors discussed the nature of the complaints and the actions taken. It was agreed that the College should build up statistics on whether the complaints were upheld or not. The committee noted compliments made about staff.

348 Performance in Apprenticeships and Train to Gain

Sue Young presented her report on success rates as at 30 April 2011 for Apprenticeships and Train to Gain. At this point, apprenticeships showed an overall success rate of 82.3% (national benchmark 73.9%). The Committee noted the performance of the College and its APEX partnerships. Sue Young confirmed that there would be a surge in completions as the end of the college year approached.

The committee received and considered success rates for Train to Gain. These showed an overall success rate of 95.1% (national benchmark 86.4%) and a timely success rate of 87.8% (national benchmark 76.3%). Governors noted the declining numbers of learners on Train to Gain, in line with Government policy.

The Standards Committee noted the College's performance management procedures for ensuring quality of provision both in the college and in the wider APEX partnership. Sue Young reported on how students are aware of their performance and whether they are on track to achieve their qualification.

The Committee thanked Sue Young for her report.

349 Any Other Business

There was no other business.

350 Dates of Future Meetings

Tuesday 20 September 2011
Tuesday 22 November 2011
Tuesday 21 February 2012
Tuesday 12 June 2012