

NEW COLLEGE STAMFORD

Minutes of the Curriculum, Quality and Standards Committee meeting held on Wednesday 14 March 2018 at 17:30 in the Executive Boardroom

Present: Allison Sunley (Chair)
Janet Meenaghan (Principal)
Sarah Hobbs
Phil Smith
Jack Thubbron
Jasmine Kelly-Gobuiwang

In Attendance: Rachel Nicholls (DPCQ)
Angela O'Reilly (DOQ)
Denise Pitt (Assistant Clerk to the Corporation)

Apologies: Peter Fraser
Paul Wingfield
Alison Grant

27/17 ELIGIBILITY, QUORUM AND DECLARATION OF INTERESTS

- a. The apologies were accepted. No notice had been received of any Member becoming ineligible to hold office, the meeting was quorate and there had been no declared interests.
- b. There was no urgent business requested.

28/17 STANDING ITEMS

- a. **Minutes** - The minutes of the meeting held on 24 January 2018 were confirmed as a true record and for electronic signature (delegated to the Clerk) (**Action 1**).
- b. **Outstanding Actions**
 - (i) re 18/17 - Raising Governor Profile with the Student Body – The College is working to increase dialogue between the Students Union (SU) and Student Governors. JT (Student Governor) said he attends SU meetings to provide appropriate feedback from Corporation meetings. The DPCQ meets once a month with SU representatives. The Staff Governor (Teaching) said he feeds back to UCU members, has NCS Governor as part of his email signature and promotes the role of Governors to students in his role as a Business Studies lecturer. Student Advisors promote the Student Council. The Chair suggested that work towards attracting students to apply to become a Student Governor in 2018/19 should begin now. Other ways in which Governors engage in the life of the College include the Governor Link Scheme, attendance at events and performances.
 - (ii) re 22/1 - Improved Value Added Strategy - The Head of MIS is implementing the in-year Value Added tracking in two courses as a pilot.
 - (iii) all other actions from the last meeting had been completed.

29/17 KEY PERFORMANCE INDICATORS (KPIs)

The KPIs record a positive picture across most measures. Attendance is holding at 90.3%, which, although RAG rated as red, is good for 16-18 year old attendance. The sector average for attendance is c87%. Attendance monitoring is robust in curriculum areas, with great improvements made over the past two years. All but two of the

remaining ratings are green; the two amber areas, Work Experience and MAGs, are due to the time of year. Authorised absences are not included in the absence statistics.

30/17 TEACHING, LEARNING AND ASSESSMENT (TLA) 2018/2020

Two years ago the College was using a graded lesson observation system and, in response to changes to the Common Inspection Framework, has been working towards a developmental process to encourage staff to take ownership and accountability of their own teaching practice. The proposal to remove classroom observations from September 2018 is a key area of development towards achieving excellence and becoming outstanding. Managers attended an event at which Dudley College presented how they use a range of metrics to provide a broader assessment of TLA than relying on a 50-minute observation.

The proposal has been worked through with the Teaching and Learning Coaches (TLCs), who play a big part in observations across the College and with the Head of HE. The proposal includes using digital skills and e-learning outside the classroom, which is just as important as learning inside the classroom. Other metrics used to gather evidence include PULSE meetings, Curriculum Area Reviews (CARs) quality assurance process and MAGs. The Quality Link Governor said she felt this is a very positive proposal and worth debate at the next Corporation meeting (**Action 2**). The proposal, with assurance from the quality team, will create a culture for teachers to flourish. Learning walks will remain part of the CAR process and discussions with students will continue. Transition will be part of process moving towards the new strategy and will be supported. Progress will be measured via attendance and achievement rates, staff surveys, timely progress, amongst others. The developmental approach should provide more occurrences of outstanding TLA. The College would like staff to move towards benchmarking against Professional Teaching Standards rather than just Ofsted benchmarks.

The Staff Governor (Teaching) discussed his view of assessing TLA under the old and new systems and felt the new system would allow peer review to take place. The TLCs will be used to support lecturers under the new system alongside IRIS and Teaching Squares. Staff will be encouraged to identify their own CPD and communicate this to the Quality team.

JK-G (Student Governor) said she liked the proposal and a discussion took place about how the developmental model would allow students to be more involved in TLA; that it will be a more natural process with less pressure rather than more. Lecturers will be encouraged to develop constructive dialogue. The Corporation will be reassured that the new process will be more responsive than the annual lesson observation model, being more personal to each member of staff.

The Committee **agreed** in principle to the proposal and asked to be kept regularly updated on progress. The Capability Policy will also be reviewed in line with these changes (**Action 3**).

31/17 CURRICULUM AREA REVIEWS (CARs) UPDATE

Seven CARs have taken place to date; five reports have been moderated, with the two remaining reports scheduled to be moderated this month. Last year's CARs will be reviewed and meetings arranged with staff to discuss. A good profile is emerging, with outstanding features. The process has been well-received by staff and Heads of Department (HODs).

The A Level CAR is very positive and since November 2017 there has been a full complement of staff in the department which has created a stable team who are working well. The Business curriculum is a growth area, with good conversion rates.

The Grading Criteria tables in the appendices show curriculum area levels of performance graded mostly green (Grade 2) and some dark green (Grade 1).

Google Education and Google Hangouts (on-line group video system) have been well received by students and staff.

32/17 SCHOOL AND COLLEGES PERFORMANCE TABLES

This report was presented at Corporation with an action for greater discussion and analysis at CQS Committee. Appendix 2 shows the summary of 2016/17 Level 3 Progress Measure and English and Maths Progress produced, following submission by colleges of their ILRs for analysis, by MIDES. The tables are published nationally and often used by schools and sixth forms. The data presents a very narrow picture of the College's performance (26% of 16-18 year olds) and there are issues with rogue data.

The MIDES tables record that every comparison for New College Stamford has moved in a positive direction since 2015/16; this is published on the College website as a condition of funding. The College is mindful that parents might not understand the nuances of this data which will be explained in more detail at Open Evenings.

Maths Progress Measure Performance is in the top quartile and marks an improvement from 2015/16.

The College will continue to develop its progress against the report and PULSE process (target setting and progress monitoring) to record the scores students come into College with, what they achieve in-year and the progress/valued added scores they leave with.

The Committee received this information.

33/17 CURRICULUM PLANNING UPDATE

The College is currently mid-way through its planning cycle, involving staff across College, co-ordinated by the MIS team at the planning stage. This planning is then worked into the Financial Plan.

Appendix 2, the Curriculum Strategies Department Summary document, is a working document updated on a regular basis. The Air & Defence Careers College, LAMDA qualification, Health & Social Care HE validation, Ethics and Philosophy A Levels, the MOT Centre and growth in Counselling are areas being developed. A discussion took place about attracting more students; the College has good marketing initiatives in place and curriculum planning is a thorough process.

The Committee received this information.

34/17 GOVERNOR LINK SCHEME

The process has been updated for 2017/18, including customised feedback forms for different areas including Curriculum, HE and Quality visits. The scheme has worked well this year and most Governors have undertaken at least one visit, with positive feedback from Governors and HODs. Areas for improvement have been noted by the DPCQ and actions are taking place. The Quality Link Governor wished to thank the team for her positive link visits. The positive trajectory of the scheme will be mentioned

at the next Corporation meeting (**Action 4**). Governors' level of support has been exceptional.

35/17 ANY OTHER URGENT BUSINESS

There was no urgent business.

36/17 DATE OF NEXT MEETING

The next meeting will be Wednesday 20 June 2018 at 17:30 in the Executive Boardroom.

37/17 ACTION REGISTER

Refer to the indicated minute for full detail.

Action			Resp	Date
Action 1	28/17	Minutes of the CQS Committee meeting held on 24 January 2018 ready for electronic signature (delegated to the Clerk).	Clerk	26/03/18
Action 2	30/17	<u>Teaching, Learning and Assessment 2018/2020 Proposal</u> – Paper to be presented at full Corporation meeting for approval.	DPCQ	21/03/18
Action 3	30/17	<u>Teaching, Learning and Assessment 2018/2020</u> - The Capability Policy will also be reviewed in line with these changes.	DPCQ/DOQ/ Head of HROD	End March 2018
Action 4	34/17	<u>Governor Link Scheme</u> – Mention at next Corporation meeting.	Clerk	21/03/18

Ralph Devereux (Clerk) for Paul Wingfield (Chair)

Ralph Devereux (Clerk) for Paul Wingfield (Chair) (Jun 25, 2018)

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