

CORPORATION OF KIDDERMINSTER COLLEGE
Minutes of the Standards Committee held on
Thursday 9th June 2011 at 17.30 hours

- ST 469 Present** Annie Conway-Petr
David Cory
Andy Dobson
Kerry Houghton
Carol Warren
- ST 470 Quorum** 2
- ST 471 In Attendance** Angharad Hale, Clerk to the Corporation
Anna Place, Director of Learning
Adrian Ward, Director of Curriculum &
Performance
- ST 472 Apologies** Sonia Farnaby
Harry Grove
Kevin Sant

NB In the absence of the Chair, David Cory had agreed to chair the meeting.

ST 473 Declaration of Members' Conflict of Interests

No declarations made.

ST 474 Minutes of Meeting Held on 3rd February 2011

The minutes of the meeting held on 3rd February 2011, having been circulated, were agreed and signed by the Chair.

ST 475 Matters Arising

i) Notice to Improve & Minimum Levels of Performance

It was reported that a meeting took place with the SFA on 12th April. Progress against the action plan was discussed. The only outstanding area of concern was Level 4 provision for AAT, documented in more detail in the Quality Improvement Plan, covered under item ST 478. Other areas are on track to meet the current MLP levels.

The College could be entitled to further support from LSIS in relation to the Notice to Improve. However, new areas of work would have to be identified in order to be eligible for this support.

A further visit from SFA will take place on 23rd September to consider progress. A decision regarding lifting the Notice to Improve will not be made on that date as all information provided will have to be ratified through the data service. This will not take place until December.

ST 476 Teaching & Learning Observations 2010/11 – Update Report

Details having been circulated, it was noted that whilst the proportion of good or better teaching appears to be lower than at this point last year, issues of

over grading have now been resolved. Tutors who received a grade 3 or 4 have been given a package of support from their Section Manager including an agreed action plan which will be monitored.

Opportunities for promoting Equality & Diversity are still being missed and this will be picked up during staff development days in July.

The exercise of following a group of learners for the day has proved to be very revealing and has highlighted practical issues which can now be addressed.

ST 477 Service Standards & Targets 2010/11 – Spring Term Monitoring Report

Details having been circulated, it was noted that whilst there are a number of areas rated amber, progress has been made from several rated red at this point last year.

Issues around marketing were discussed and it was noted that this topic had been considered at the last Strategic Forum. The Principal agreed that this is an area which needs strategic attention in order to make best use of a small budget and team.

It was noted that many of the areas rated amber were connected to problems with ICT. SMT have reviewed priorities for improving IT systems at the college. In addition Tim Mason and Graham Mason are carrying out extensive work. It was agreed that this should be a matter arising at the next meeting.

ST 478 Quality Improvement Plan 2010/11 – Update

Details having been circulated, attention was drawn to item A1.1 relating to socio economic information. It was noted that the College's catchment area includes but is not solely made up from deprived wards. The total mix of learners falls above the half way mark when benchmarked in terms of percentages from affluent areas.

Issues relating to AAT success rates and attendance rates were discussed.

ST 479 Self Assessment 2010/11 – Proposed Changes

It was noted that governors had been invited to attend course self assessment meetings. In addition, requests from governors to include the Ofsted flow chart for main and contributory grades, plus a glossary of terms, will be incorporated into this year's College SAR.

A discussion took place regarding the opening text of the SAR (Self Assessment Report) and socio economic factors in the Wyre Forest.

The college plans to include business support SARs in the college SAR this year. No other significant changes have been made to the paperwork.

ST 480 Learner Withdrawal Analysis 2010/11 – Spring Term Figures

Details having been circulated, it was noted that overall figures are lower than at this point last year. The 2 curriculum areas with a slight increase for full

time withdrawals were highlighted. Section Managers are working with staff to address the issues. In addition, a tracking officer role is being re-introduced from September 2011.

It was noted that Stourport ICT Centre has seen a 10% improvement since this point last year. However further improvement is still needed.

ST 481 Student Survey Feedback – On Programme April 2011

Details having been circulated, it was noted that the survey can be explored in detail down to course level. Courses below the mean rating have been highlighted and managers will be producing action plans this term.

Positives include the fact that students feel safe and that the college is dealing with bullying well. Areas of concern include some lessons not starting on time and in some cases lesson objectives not being made clear.

Satisfaction levels showed wide variation between courses but, overall, were much lower than the College has achieved for several years.

It was noted that during the week that the survey took place, there had been problems with IT, which may have influenced some responses.

ST 482 Any Other Business

None raised. The Chair thanked SMT for their hard work in producing the reports.

ST 483 Date of Next Meeting - Subject to the Calendar of Meetings 2011-12

The meeting closed at 18.50 hours

Chair _____ Date _____