

STAFFORD COLLEGE CORPORATION

**MEETING OF THE CURRICULUM STANDARDS AND PERFORMANCE
COMMITTEE TO BE HELD ON MONDAY 8 NOVEMBER 2010 at 5.30 pm
in ROOM T323**

AGENDA

Note: Any member wishing to discuss any of the following items prior to the meeting is asked to contact the Clerk

1. Apologies
2. Membership: To welcome the following to their first meeting of the Committee:
 - Mrs S Green, Staff Member (Non-Teaching)
 - Miss Naomi Roper, Student Member (elected by HE student body)
 - Miss Sophie Kenny, Student Member (elected by Student Council)
3. Declaration of Interests: Members are reminded of their duty to declare an interest, financial or otherwise, in any item on the Agenda
4. Meeting held on 7 June 2010:
 - (a) Minutes
 - (b) Matters Arising

Items Presented by College Managers:

5. Learning Resources Committee: Mrs L Turner, Library and Information Systems Manager, to present the Committee's annual report for 2009/10
6. Staff Development: Mr S Crouch, Learning Development Manager, to present the following:
 - (a) Annual Staff Development Report for 2009/10
 - (b) Teaching and Learning Observation Report for 2009/10
7. Learner Support Funds: Mr R Jones, Head of Faculty of Professional Studies, to report on the use of Learner Support Funds in 2009/10

Items from Student Members:

8. Student Council: Student Members to present the minutes of the Student Council meeting held on 12 October 2010

Items for Discussion/Information:

9. Mr P Baker, Quality Manager, to present the following:
 - (a) Student End-of-Programme Questionnaire for 2009/10
 - (b) Staff Annual Questionnaire for 2009/10

- (c) National Benchmark and Ranking Reports on Learner and Staff Questionnaires
 - (d) 14-16 Year 10s Survey Report
 - (e) Employer Phone Survey
 - (f) Quality Committee Annual Report, including the Quality Plan for 2010/11
10. Learner Standards and Performance: Vice Principal (Curriculum and Quality) to report on the following:
- (a) Summer Examination Results 2010
 - (b) In-Year Retention and Withdrawal Rates 2009/10
 - (c) Learner Attendance 2009/10
11. Equality and Diversity: Vice Principal (Curriculum and Quality) to present the annual report of the Equality and Diversity Committee for 2009/10
12. Staffordshire University Regional Federation (SURF): Vice Principal (Curriculum and Quality) to present a summary of the SURF annual report for 2009/10
13. Initial Teaching Training (ITT) Inspection: Vice Principal (Curriculum and Quality) to report on the forthcoming Ofsted ITT Inspection
14. Any Other Business
(Note: Any member wishing to raise for discussion an item that is not already included in this agenda is requested to inform the Clerk at least two working days before the meeting)
15. Date and time of Next Meeting: Monday 7 March 2011 at 5.30 pm.

14.10.10