

STAFFORD COLLEGE CORPORATION

**MEETING OF THE CURRICULUM STANDARDS AND PERFORMANCE
COMMITTEE TO BE HELD ON MONDAY 6 JUNE 2011 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:
 - (a) To report the completion of the term of office of Miss S Kenny, Student Member, on 31 July 2011
 - (b) To report the appointment of Mr I Blachford as Vice Chair of the Committee for a two-year period with effect from 5 April 2011
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 March 2011:
 - (a) Minutes
 - (b) Matters Arising

Items Presented by College Managers:

5. Faculty Annual Reports: To receive the following Executive Summary Reports:
 - (a) Faculty of Arts and A Levels - *Mr J Baker, Head of Faculty, to report*
 - (b) Faculty of Professional Studies - *Mr R Jones, Head of Faculty, to report*
6. Learner Support Fund: Mr R Jones, Head of Faculty of Professional Studies, to report on progress for 2011/12

The Learner Voice:

7. Miss S Kenny to present:
 - (a) an oral report on the Learner Voice Conference held on 17 March 2011
 - (b) the unconfirmed minutes of the Student Council meeting held on 19 May 2011
 - (c) LSIS Student Governor Toolkit

Quality Updates:

8. Quality Reports: Miss E Reed, Quality Manager, to present the following:
 - (a) Student Mid-Programme Survey, conducted during Spring 2011
 - (b) End-of-Year WBL Apprentice Questionnaire, conducted in the Summer Term 2010
 - (c) Train to Gain Annual Learner Questionnaire, conducted in the Summer Term 2010
 - (d) Accolades and Complaints Annual Report 2010/11

Items for Discussion/Information:

9. Curriculum Offer 2011/12: Vice Principal (Curriculum and Quality) to report
10. Applications 2011/12: Vice Principal (Curriculum and Quality) to report
11. IQER: Vice Principal (Curriculum and Quality) to present the final report on the Summative Review carried out in March 2011
12. Peer Review and Development: Vice Principal (Curriculum and Quality) to present the final report of the Stafford College review: What makes a successful course?

Items for Approval:

13. 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)
14. Date and Time of Next Meeting: Monday 7 November 2011 at 5.30 pm

12.5.11