

STAFFORD COLLEGE CORPORATION

**MEETING OF THE CURRICULUM STANDARDS AND PERFORMANCE  
COMMITTEE TO BE HELD ON MONDAY 7 JUNE 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:
  - (a) To welcome Mr I Blachford to his first meeting of the Committee
  - (b) To report the last attendance of Mr J Duggan, Staff Member (Non-Teaching), whose term of office expires on 12 July 2010
  - (c) To report the completion of the terms of office of Mr J Greenhill and Mr G Mason, Student Members, on 31 July 2010
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 1 March 2010:
  - (a) Minutes
  - (b) Matters Arising:
    - (i) Accessibility Statement (minute 444.0)  
Vice Principal (Curriculum and Quality) to present the final copy of the Accessibility Statement for 2010/11
    - (ii) Skills & Support and Enterprise (minute 442.0(c))  
Vice Principal (Curriculum and Quality) to report on the outcome of the College's bid to retain its contract for OLASS work

**Items Presented by College Managers:**

5. Faculty Annual Report: To receive the Executive Summary of the Faculty of Arts annual report - *Mr J Baker, Head of Faculty, to report*
6. Quality Reports: Mr P Baker, Quality Manager, to present the following:
  - (a) Student Mid-Programme Survey, conducted during Spring 2010
  - (b) 14-16 Vocational Opportunities Learner Survey (year 11), conducted in Spring 2010
  - (c) Accolades and Complaints Termly Report

***Items from Student Members:***

7. Mr J Greenhill/Mr G Mason to present:
  - (a) the unconfirmed minutes of the Student Council meeting held on 19 May 2010
  - (b) an oral report on the Learner Voice Conference held on 18 March 2010

***Items for Discussion/Information:***

8. IQER Inspection: Vice Principal (Curriculum and Quality) to present feedback on the outcome of the IQER Inspection undertaken in May 2010
9. Curriculum Offer 2010/11: *Vice Principal (Curriculum and Quality) to report*
10. Matrix Information Advice and Guidance Assessment: Vice Principal (Curriculum and Quality) to report on the outcome of the recent assessment of the College's performance in relation to the matrix quality standard for information advice and guidance services

***Items for Approval:***

11. Learner Support Fund: Vice Principal (Resources) to give an oral update on the development of the Learner Support Fund Policy for 2010/11
12. 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)***
13. Date and Time of Next Meeting: Monday 8 November 2010 at 5.30 pm

20.5.10