

KENSINGTON & CHELSEA COLLEGE
Curriculum & Quality Committee
15th June 2010

MEMBERS PRESENT: Elizabeth Arnold (Chaired the meeting)
Wendy Charles-Martin
Mike Jutsum (Principal)

IN ATTENDANCE: John Fowl (Clerk to the Governors)
Amanda Hayes (VP Curriculum &Quality)
Shanie Jamieson (Director of OLASS and Business Development)

CQ 09/24 **Apologies for Absence.**

Apologies for absence were received from Veronica Corben and Colin Matheson

CQ09/25 **Declaration of Interests.**

There were no declarations.

CQ 09/26 **To Approve the Minutes of the Meeting held on 16th March 2010.**

The Minutes were approved

CQ 09/27 **Matters Arising.**

- a) Members were advised that the Quality Strategy will be presented to the full Board at the September 2010 meeting.
- b) Training for the Governors on Safeguarding had been delivered by Amanda Hayes on 26th May 2010.
- c) The review of the Design Department had led to an Improvement Plan being produced and the Teaching Grades have since improved. It was noted that this had been achieved with no change of staff and the student retention rate had also improved.

CQ 09/28 **OLASS – Update Report.**

An unannounced inspection had taken place at Holloway Prison with an overall grade of ‘Satisfactory’ being awarded. The College was now producing an improvement plan for this prison. Work in line with the Quality Calendar in each prison is continuing. Members were provided with details of the Action Plan produced following the staff conference on 1st April 2010.

A review and development week is planned for the week 12th -16th July 2010. All actions identified are to be completed by December 2010.

Governor were informed that calculation of the Achievement data for the prisons varied according to whether the calculation is based on the SFA calculations based on partial data or that which is produced by the College. The College data indicated that the Achievement data was 85% against a target of 65%, whereas the data produced by the SFA showed an achievement rate of just 23%. The view was expressed that the discrepancy was due to the INU software that was not working as it should.

Members were told that the Probation contract “Offender Learning in the Community” will end on 31st July 2010.

It was **Resolved** that the Report be Received.

CQ 09/29 **To Receive and Approve the Equality & Diversity Policy.**

The Governors were informed that Wendy Charles-Martin had led the staff/student discussion group to review the draft policy and the College Auditors had also checked the document for compliance.

The Principal confirmed that the college was not currently seeking data from learners on sexual orientation or faith. The complaints process was monitored for any relevant evidence of student difficulty in those areas and no action had been required to date. Safeguarding reporting had been fully implemented
The e-learning environment used by the governors for Safeguarding training also offers a module on Equality & Diversity and governors and staff will be encouraged to work through that module.
It was noted that Amanda Hayes had been invited to join a National Research Group on Equality & Diversity.

It was **Resolved** that the report be received and that the Equality & Diversity Policy be approved.

CQ 09/30 To Receive a Report on Foundation Learning..

Foundation Learning is part of the Government's qualifications reform and is the level below GCSE. The programmes offered will have 6 start dates during the year and the College will monitor how this develops and make changes as needed. This provision would work well with the provision offered in the prisons. All the qualifications must be Quality Credit Framework approved to receive funding, although the funding system is still in the development stage.

It was **Resolved** that the report be received.

CQ 09/31 To Receive a Report on the Teaching Observations.

Members were shown the strategies developed which were intended to improve the teaching Grades Profile of the College.
The subject review of Construction had been followed up with targeted support for staff. Of the observations carried out in construction 83% had been graded 3 or 4 with just 17% graded 1 or 2. Attendance and Retention rates on construction courses were also below average.
Of the total 245 observations carried out in the College to date 78% were graded 1 or 2 which was below the National average. The strategies to ensure consistency in the planning and delivery of learning across all provision were noted.
The Committee received the data and analysis graphs for the department of Art & Design, Technology Services Industry, and Employability & Skills for Life sector grades profile.

It was **Resolved** that the report be received.

CQ 09/32 Any Other Business

It was agreed that the Teaching & Learning Grades profiles will be presented to the Autumn Term meeting of the Committee, together with the OLASS equivalent.

CQ 09/33 Date of Next Meeting

The next meeting will take place on **10th November 2010.**

Signed.....
(Chair)

Date.....