

THE SIXTH FORM COLLEGE, SOLIHULL

Curriculum & Quality Committee

Minutes of a meeting held on Tuesday 24 November 2015 at 4.30pm.

Present: Luke Millard (chair), Paul Ashdown, Duncan Bryson
Fiona Dennis-Stephens, Abbie Lenihan, Rona Miller

Clerk: Janice Hamilton
Secretary: Janet Parkes

In attendance: Martin Sullivan (Vice-Principal), Sonia Wood (Assistant Principal i/c E&D)
Margaret Harrison (Assistant Principal) and Zoe Maksymiw (Curriculum
Leader) for item 3

1 Apologies were received and accepted from Abid Butt and Ingrid Carter. Apologies for late arrival had been received from Fiona Dennis Stephens. Tracie Padro, who had been due to attend as observer, was unable to attend due to illness.

2 Declaration of Interests

The Clerk must be informed of any changes to members' declaration of interest form as and when a change takes place. Governors must declare the nature and extent of any financial and personal interest in any agenda item and must take no part in the consideration of that item or vote on any question with respect to that item, or form part of the quorum. Governors must withdraw where requested to do so by a majority of the members of the Board present at the meeting.

The Chair informed the meeting that the Clerk attends all Board and Committee meetings. If she is requested or required to answer questions or to present a paper in her role as Vice-Principal, a Temporary Clerk will be appointed for that part of the meeting.

Resolved: Duncan Bryson declared an interest as he is the NUT representative on the Joint Staff Group.

Governors noted the College Mission and guidance on presentation of papers.

3 Update on Progress in Art

Margaret Harrison introduced the update. Confidential item, minuted separately.

Luke Millard thanked Margaret Harrison and Zoe Maksymiw for attending to present the report.

5.00pm Margaret Harrison and Zoe Maksymiw left the meeting.

4 Minutes of previous meeting held on 29 September 2015 were agreed and signed.

5 Matters arising

Item 4, Health & Social Care: the report had been presented by Martin Sullivan to Human Resources Committee on 3 November 2015.

Item 5, Exams & Value Added Report: congratulatory letters from the Committee had been sent to Curriculum Leaders for those courses which met or exceeded excellence targets. The letters had been very well received.

Item 10, Self-Assessment Working Group: a meeting has not taken place therefore the information has come directly through this Committee. The draft governance SAR is presented to this meeting.

Item 13, Review of the Meeting: noted. Matthew Marshall will present aspire to the Board meeting on 15 December 2015.

6 Student Retention Report

Paul Ashdown presented the report. Confidential item, minuted separately.

7 Curriculum Self-Assessment Report

Martin Sullivan invited questions on the 2015 SAR Context. The full College SAR will be available in the Governor Folder. Martin Sullivan took governors through the three subjects sampled: Creative Arts, Maths and Sport/Health. Confidential item, minuted separately.

The Clerk reminded the Committee that a Physics presentation will be provided to the Board at its meeting in February 2016.

Resolved: the Committee recommends the Curriculum SAR and grades to the Board for approval and upload to the Gateway.

8 Cross-College Self-Assessment Report

The document presented is the full version apart from the Governance section (see next agenda item). Confidential item, minuted separately.

Resolved: the Committee recommends the Cross-College SAR and grades to the Board for approval and upload to the Gateway, subject to the inclusion of Governance.

Paul Ashdown wished to acknowledge the excellent work of Martin Sullivan in delivering a clear, succinct and logical set of self-assessment reports this year.

9 Governance Self-Assessment

Confidential item, minuted separately.

Resolved: the Committee recommends the Governance section of the Cross-College SAR and grades to the Board for approval.

10 Report from Equality & Diversity Committee

Sonia Wood drew attention to the two key documents (equality objectives and annual report) which had been discussed at the meeting held on 22 October 2015, the notes of which had been provided. Equality objectives, which are a legal requirement, feed into strategic priorities. Luke Millard drew attention to the statement “will endeavour to recruit staff and governors who better reflect the diversity of the College” and asked if this is moving in the right direction. Janice Hamilton said that the Board is moving in the right direction however it has to ensure that the right governors for the College are appointed. Martin Sullivan said that the profile of teachers is moving in the right direction also, and advertisements are reaching a more diverse range of applicants.

11 Student Discipline & Achievement Report

Paul Ashdown presented the report. The number of students in disciplinary cases is low compared to previous years. The achievement report was noted.

12 Determination of Confidential Items

Resolved: that the following items be confidential and minuted separately: item 3 Progress in Art; item 6 Student retention report; items 7, 8 and 9 Self-Assessment Reports; item 11 Student discipline report.

13 Review of the Meeting

The Chair drew attention to the proformas, and invited members to complete the form and hand to Janet Parkes at the end of the meeting. Four out of a possible five forms were returned, all with positive responses.

14 Date of next meeting: 26 January 2016 at 4.30pm.

The meeting closed at 6.15pm.

Released into public domain on 21.3.17

9 Governance Self-Assessment

The Clerk referred to page 5, key areas for improvement. She explained that the Physics results will be added; the strategic priorities have been agreed for 2015-20 and it is the responsibility of the Board to monitor progress against them; and a key responsibility of the Board is to periodically review the mission statement. Luke Millard noted the inclusion of the FE area review in the evidence. Paul Ashdown said the Board is incredibly well placed coming out of the area review, and the two assessors were positive and noted that we are well ahead of the game. Grade 1/2 was approved.