

# BOSTON COLLEGE

## MINUTES OF THE MEETING OF THE STANDARDS COMMITTEE HELD ON WEDNESDAY 20 JUNE 2007

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### 1. **PRESENT**

Mrs P Smith (Chair), Ms S Daley, Mrs L Ladds and Mrs B Ward.

Also in attendance Mrs J Hemmant (Clerk to the Corporation), Mr J Gilchrist (Curriculum Leader) and Mr J Rees (Director of Performance and Standards).

Apologies for absence were received from Mr M Gallagher and Mrs H Wright.

### 2. **COMMITTEE MEMBERSHIP**

It was noted that Mr Bradford's departure from the College left a vacancy on the committee and it was suggested that the Corporation should be asked to look at membership of the committee particularly in view of attendance difficulties which had been experienced recently.

### 3. **MINUTES OF MEETING HELD ON 31 JANUARY 2007**

The minutes of the meeting held on 31 January 2007 were reviewed and approved.

### 4. **PERFORMANCE MONITORING MONTHLY MANAGEMENT REPORTS**

Members received a report from the Director of Performance and Standards on the arrangements which existed within the College to produce monthly management reports. It was noted that the reports had been introduced in 2006-07 and were proving to be extremely valuable. Mr Rees gave a presentation on the content of monthly management reports and Mr Gilchrist provided information on how management reports were being used and followed up in his curriculum area. Members of the committee found this information useful and commended the approach being made to the management reports which would support the raising of quality within the College.

Mr Gilchrist left the meeting at this point.

### 5. **STUDENT PERCEPTION OF COURSE ON PROGRAMME SURVEY 2007 (SPOC B)**

Information was provided by the Director of Performance and Standards on the outcomes of the SPOC B survey. The results of the survey were reviewed by the committee and it was noted that there was a growing requirement for stakeholder involvement which would include making more reference to the views of students and other stakeholders of the College. The committee was advised that the Director of Business Development was leading the development of a learner involvement strategy for the College.

**6. IN-YEAR RETENTION ANALYSIS**

The Director of Performance and Standards provided information to the committee on the latest position on In-Year Retention. A strong performance was noted at all levels for the 16-18 years age group. The committee was disappointed by the performance of adult long level 1 courses and noted that the results were depressed by the amount of ESOL and resource based learning included in this section. It was noted that the College's performance was often better than for other providers but that these elements of work generally showed poorer performance than other provision. Adult performance generally was noted to have been affected by the reducing number of short courses within the curriculum mix which meant that achieving the same retention rates as 2005-06 would be in reality an improvement. It was noted that nationally benchmarks were likely to be reduced because of the reduction in numbers of short courses being provided with LSC funding. It was noted that the College had achieved good levels of performance in priority activity.

**7. QUALITY ASSURANCE LESSON OBSERVATIONS**

Members received a report from the Director of Performance and Standards on lesson observation outcomes during 2006-07. Members were pleased to note that the proportion of outstanding grades had gone up from 2005-06 and it was agreed that in future the presentation of this information should separate out outstanding performance for easier identification.

Members were advised that a member of the advanced practitioners group, Mandy Skayman, had been the subject of a video for Protocol training demonstrating an outstanding lesson. The committee agreed to send their congratulations to Ms Skayman.

**8. FRAMEWORK FOR EXCELLENCE**

The Director of Performance and Standards reported on the College's involvement in the pilot programme for Framework for Excellence. Whilst it was felt to be important that the College should involve itself in this pilot concern was expressed by the committee about the amount of work which the Framework for Excellence would introduce for colleges. Concern was also expressed about the impact of the introduction for Framework for Excellence on new standards since it was felt that a number of providers might choose not to proceed with the new standards because of the overlap between the two.