

## BOSTON COLLEGE

### MINUTES OF THE MEETING OF THE STANDARDS COMMITTEE HELD ON MONDAY 28 JANUARY 2008

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#### 1. **PRESENT**

Ms S Daley, Mrs L Ladds, Mrs P Smith, Mrs B Ward and Mrs H Wright.

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

Apologies for absence were received from Mr M Gallagher and Mr M Locking (Head of Curriculum & Quality).

#### 2. **APPOINTMENT OF CHAIRMAN 2007-08**

Having been duly nominated and seconded Mrs H Wright was elected Chairman of the committee for 2007-08.

Mrs Wright in the Chair.

#### 3. **MINUTES OF MEETING HELD ON 20 JUNE 2007**

The minutes of the meeting of the committee held on 20 June 2007 were reviewed and subject to correction of the post title for the Director of Curriculum and Standards were approved.

A discussion took place around the membership of the committee. It was noted that a new member would shortly be appointed to the Corporation who might have an interest in becoming a member of the committee.

#### 4. **IN-YEAR RETENTION**

Members received a report from the Head of Curriculum and Quality. It was noted that this was a summary position with the review taking place very early in the academic year but that the baseline performance was higher than the equivalent point last year across most categories. The committee confirmed that retention should be kept under regular review. A problem with the charts being considered was noted in that December 2007 data was not detailed and it was agreed that the December statistics would be re-run to provide a retrospective picture of performance at that time. Members noted that the College was deliberately providing less adult short courses during the current year in line with priority-funding, and that this had an impact on the reported performance. An area where retention had been an issue in the past was in ESOL provision and the committee noted that a government consultation paper on ESOL provision had now been published.

#### 5. **STUDENT PERCEPTION OF COURSE INDUCTION SURVEY – AUTUMN 2007.**

Members received a report from the Head of Curriculum and Quality on the outcomes of the SPOC A survey. It was noted that there were varying numbers of responses to the questions which reflected the direction of the questions being asked

in that some were addressed to full-time learners, some to part-time, Key Stage 4 etc. The committee was keen to see the College ensuring that prospective students received an appropriate response to their applications since it was important to keep potential students engaged with the College.

## **6. PREPARATION FOR INSPECTION**

Members received a report from the Director of Curriculum and Standards on the College's inspection preparations. The importance of preparation could not be overstated. A particular issue which had been identified by the College was the need to contextualise issues which might be addressed by the inspectorate since it was important that they understood local circumstances which might affect performance. The committee discussed which curriculum areas were likely to have particular issues to be addressed in the preparation for inspection and it was noted that the lesson observation profile at the end last year had been the strongest ever recorded.

## **7. SUCCESS RATES 2006-07**

Members received a report from the Director of Curriculum and Standards on success rates for 2006-07. The committee noted that the overall success rate is significantly affected by the reduction which the College had made in the number of short courses being run. The committee's attention was drawn to specific strengths and issues contained within the report and it was noted that adult level 1 provision which included ESOL was the most challenging. The College had identified some real areas of strength and was also well aware of where the challenges were. Disappointment was expressed with areas where success rates had declined. (Please refer to 4 – improved retention in 2007-08)

## **8. INSPECTION OUTCOMES**

Members received a report from the Principal on the outcome of inspections by OfSTED on the College's welfare and 14-19 provision. Both of these had had successful outcomes and the committee was pleased to note the outstanding conclusion to the review of welfare provision. It was agreed that staff involved in achieving this outcome should be congratulated.

## **9. TRAIN TO GAIN**

Members were advised that the College was regarded as the number one provider of Train to Gain in the East of England and number two in the East Midlands region. It has been selected as a good practice case study for the national LSC. This achievement has led to some interest in identifying how successful Train to Gain delivery can be ensured and it was noted that the College's success was likely to lead to substantial expansion of staff numbers moving forward.

## **10. NEXT MEETING**

It was noted that the next meeting of the committee would take place on 21 April 2008 and that the Quality Strategy and Lesson Observations would form part of the meeting agenda.