

# BOSTON COLLEGE

## MINUTES OF THE MEETING OF THE STANDARDS COMMITTEE HELD ON WEDNESDAY 28 JANUARY 2009

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### 1. PRESENT

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

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

An apology for absence was received from Mr M Gallagher.

### 2. QUALITY MANAGER

Mr Rees reported to the meeting that following national advertisement and interviews Dave McMillan had been appointed as the College's Quality Manager and it was anticipated that he would be attending the next meeting of the Standards Committee to present a number of reports.

### 3. MINUTES

The minutes of the meeting of the committee held on 17 November 2008 were reviewed.

### 4. AS/A2 PROGRESS REVIEW

Members received a report from the Curriculum Leader for Humanities on the measures which had been implemented to improve success rates across A Level programmes. There were two components to these measures which were increased monitoring of learners and systematic timetabled support. It was noted that the result of January examinations would be available for the next meeting of the Standards Committee. The committee was advised that the team responsible for this area was doing all that could reasonably be expected to improve performance and the committee noted the College's performance as reported in the recently published league tables.

### 5. FRAMEWORK FOR EXCELLENCE

Members received a report from the Director of Curriculum and Standards on the Framework for Excellence. It was noted that the outcomes of the framework were not going to be published until 2010 at the earliest. The committee received detailed information on the structure of the framework and the outcomes of the financial management and control evaluation. A discussion took place about the value of the Framework for Excellence to the College.

**6. STUDENT PERCEPTION OF COURSE INDUCTION SURVEY 2008-09**

Members received a report from the Director of Curriculum and Standards on the outcomes of the SPOC A survey. The outcomes of the survey were generally noted to be good. One area of concern which was highlighted in the survey outcomes was the dealing of applications and the committee was advised that the Student Services team had already addressed these issues. The committee was advised that SPOC was due for a review to determine how useful it was and it was likely to be refined in the near future.

**7. PRAISE AND COMPLAINTS**

Members received a report from the Director of Curriculum and Standards outlining praises and complaints which had been received during the year to date. The committee was pleased to note the relatively few complaints recorded and asked that in future relative percentages should be added to the report to enable easier review. It was proposed that enhanced reporting on Equality and Diversity categories would also be included.

**8. IN-YEAR RETENTION**

The Director of Curriculum and Standards advised the committee that he was not able at the present time to provide information on in-year retention due to difficulties with the LSC software and the fact that the LSC had not yet defined the formula of determining retention for 2008-09. The committee was advised that informal reviews suggested that there were no major issues with this and that the current position looked favourable. The committee expressed concern that the shortcomings of the LSC's position were making it impossible for governors to perform their key performance monitoring role which was a serious hindrance to effectiveness in an essential area of governors' responsibilities.

It was requested that in future when reporting on retention was possible Train to Gain retention should be included.

**9. NEXT MEETING**

It was noted that the next meeting of the committee would take place on 22 April 2009.