



CORPORATION TEACHING AND LEARNING STANDARDS COMMITTEE

MINUTES OF THE MEETING OF THE CORPORATION TEACHING AND LEARNING STANDARDS COMMITTEE HELD ON FRIDAY 26 NOVEMBER 2010

PRESENT : Mr I Standen Chairman
Ms P Martin
Ms A Mollart
Mrs A Thomson
Dr G Wilson Part item 31/10 to 36/10
Ms W Wright Principal

IN ATTENDANCE : Mrs P Connell Clerk to the Corporation
Mr S Andrews Deputy Principal
Ms R Griffiths Student Services Manager and Staff
Member of the Corporation

ACTION

26/10 APOLOGIES FOR ABSENCE

There were none.

**27/10 TO WELCOME THE NEW DEPUTY PRINCIPAL AND THE NEW
PRESIDENT OF THE STUDENTS' UNION**

The Chairman welcomed the new Deputy Principal, who was attending his first meeting of the Committee since taking up his appointment. Members congratulated the new President of the Students' Union upon her election to that office for 2010/11. They noted that she had been reappointed as a Member of the Corporation on 29 September 2010 and, also, appointed as a Member of the Committee, from the same date, in accordance with the procedures approved by the governing body.

28/10 MINUTES

The minutes of the meeting held on 21 May 2010 were received and confirmed as a correct record.

29/10 MATTERS ARISING

There were none.

30/10 MINUTES OF THE QUALITY ASSURANCE COMMITTEE

The minutes of the Quality Assurance Committee meeting of 12 November 2010 were received and approved.

It was noted that matters considered at the meeting of 12 November 2010 would be reviewed separately under the following agenda items.

31/10 COLLEGE'S ANNUAL SELF-ASSESSMENT REPORT

The Committee received and considered the draft Report, which was contained within appendix B. Members noted that the data concerning student performance targets, which had previously been reported as a separate item, had now been included within the SAR.

The Deputy Principal spoke on the draft report, advising that the format had been changed from that of the previous year to reflect the style of inspection reports prepared by Ofsted. The intention had been to present a headline summary of College performance, with the detail behind the document being contained in the SARs for the Subject Sector Areas, the Business Support Units and the three cross College functions. Each SAR was accompanied by a related action plan.

The Deputy Principal drew Members' attention to the increased emphasis in the Common Inspection Framework on colleges' individual circumstances and, particularly, upon the local communities which they served. In this context, it was noteworthy that in 2008/09, 57% of Cheshire East pupils attained five GCSEs, grades A* to C, including English and Maths, against a national average of 51%. In 2009/10, 16% of 16-18 learners had attained five GCSEs, grades A* to C, including English and Maths, upon entry to the College. Although the College's surrounding areas was affluent, levels of unemployment in Macclesfield had risen recently and four areas had been identified with high levels of deprivation and significantly lower participation rates than the average for the wards in which they sat.

Dr G Wilson joined the meeting at this point.

The Committee noted the principal strengths and areas for improvement which had been identified, together with the summary of key self-assessment grades. Members considered the grade profile which had been awarded for the subject sector areas and the correlation between the two tables on pages five and six. The Deputy Principal advised that, in assessing the College's performance, the inspectorate would normally review any trends emerging from data over a three year period. There was a lengthy discussion concerning the mechanism used for determining the grades in compliance with the Common Inspection Framework, and the use of data as part of this process. The Principal reported on the feedback received from other colleges which had recently been inspected. **Members agreed that** it would be useful to reorder the tables on pages 5 and 6 of the report and to add a note, recording that the data had been presented in compliance with Ofsted's requirements, but including a statement which drew attention to the outstanding achievement rates of the College's students. Furthermore, **it was resolved that** governors linked to individual curriculum areas should be invited into College to meet with the Deputy Principal to review information

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relating to their curriculum areas, on a Schools based format.

Members considered the grade 2 (good) awarded for 'safeguarding'. It was felt that exceptionally good progress had been made in this area over the last twelve months. The Principal believed that this had now put the College in a position where a grade 1 (outstanding) was likely to be awarded for the current academic year. **It was agreed that**, on page 9, under 'Outcomes for Learners', it would be beneficial to highlight any areas where upper decile performance had been achieved. It was also noted that there was some repetition in relation to Additional Learning Support in the section entitled 'Quality of Provision'. The Deputy Principal agreed to revisit the section and make any necessary adjustments. **It was also resolved that**, on page 17, in the paragraph entitled 'Children and Vulnerable Adults' Training', the penultimate sentence should be amended to read 'A Member of the Corporation has responsibility for the oversight of child protection'. **Members agreed that**, since the SAR had to be up-loaded onto the portal by 30 November 2010, with retrospective approval sought from the Corporation on 14 December 2010, the document should be reviewed by the Chairman of the Corporation, once the format had been finalised.

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In conclusion, Members thanked the Deputy Principal for his report and commended the work which had been undertaken to present the document in a format compliant with Ofsted's requirements. **They recommended the document contained within appendix B, subject to the aforesaid actions being taken, to the Corporation meeting of 14 December 2010 for approval.**

32/10 REPORT ON STUDENTS' OTHER ACHIEVEMENTS FOR THE ACADEMIC YEAR 2009/10

Members received and considered a written report from the Deputy Principal, which was contained within appendix C.

The Deputy Principal spoke on the wide range of extra-curricular activities undertaken by students in 2009/10. These covered the following areas:

- i Prizes and Awards
- ii Charitable Work
- iii Voluntary Work
- iv Displays and Exhibitions.

Members commended students' excellent achievements in all of these fields. In particular, they praised the charitable and voluntary work, in which students had raised considerable sums of money for good causes and worked to help disadvantaged groups both at home and overseas. **They recommended that the report contained in appendix C should be forwarded to the Corporation meeting of 14 December 2010, for the information of all Members of the Governing Body.**

33/10 PRINCIPAL'S REVIEW 2010

The Committee received and considered a written report from the Principal, which was contained within appendix D.

The Principal spoke on her report, which summarised the outcome of the annual reviews which had been conducted earlier in the term. The review of LZ6 had been conducted with Macclesfield High School and, separately, with Park Lane Special School. The Principal advised that the outcome had been reported to the LZ6 Governance Committee meeting, earlier in the week. She was pleased to report that most of the business support services had performed well in 2009/10. In particular, good progress had been made by Student and Customer Services and Marketing in assessing the impact of their services on the quality of the student experience. Some long standing issues had also been addressed successfully by the interim Estates Manager. The Finance Unit had maintained its outstanding performance.

The MIS Manager had recently taken up post at the time of the review and so the main focus had naturally been on determining future priorities. The review of the IT Support Service had focussed upon recent technical problems, outstanding issues and other key areas for improvement.

The School reviews had identified some excellent student performance across the College, including a number of courses where 100% achievement had been secured. However, there needed to be more consistency in performance across all courses and from year to year. The reviews had also considered curriculum developments. The Principal had emphasised the importance of refreshing the curriculum to meet demand and encourage growth in student numbers. Feedback received from students via student questionnaires had been reviewed and there had been a very pro-active approach in addressing any concerns which had been raised. The profile of the teaching and learning observations in all four Schools had been extremely good. Equality targets had been set in accordance with the Single Equality Scheme approved by the Corporation. No major resource or outstanding health and safety issues had emerged.

The HE Unit and Curriculum Support Unit had been included in the trimester review process for the first time in 2009/10 and so had undertaken their first annual review earlier in the autumn term. The Developmental Engagement Stage of the Quality Assurance Agency's IQER had been completed successfully during the year. Preparations were now underway for the second stage of the review. With regard to the work of the Curriculum Support Unit, student performance had improved and compared very favourably with national benchmarks. Strategies had been put in place to ensure the effective delivery of Skills for Life / Key Skills / Functional Skills and good progress had been made in the training and development of the personal tutor team. Measures had also been put in place for a more extensive evaluation of the effectiveness of the Additional Learning Support.

In conclusion, Members thanked the Principal for her report. They reaffirmed their view that the review process remained an invaluable tool in the College's quality assurance strategy and in the drive to continuously raise standards.

THE ACADEMIC YEAR 2009/10

The Committee received and considered a report from the Deputy Principal, which was contained within appendix E.

The Deputy Principal spoke on the report, which had been presented in a different format to that used in the previous year, and answered questions from Members. It was noted that all full-time students enrolled on graded courses were set target grades for achievement. The main purpose was to motivate students to improve their success rates. Personal tutors monitored the progress of students against their target grades. Value added scores reflected students' progress by comparing entry qualifications with grades which were achieved on their courses at College. Members reviewed the data in table 1, which recorded performance at course level and in table 2, which provided a College summary of students above / at / or below target. Overall, at Level 3, value added performance was satisfactory. An increased emphasis was being placed on the system during the current academic year and the Deputy Principal felt that performance would improve during 2010/11. Members noted that the data was now used by Ofsted as a key performance indicator.

35/10 ANNUAL REPORT ON STUDENT DESTINATIONS FOR 2009/10

The Committee received and considered a report from the Deputy Principal, which was contained within appendix F.

The Deputy Principal was pleased to report that there had been a three year improvement trend in positive destinations of students across the College. This was particularly pleasing since the destinations data remained a key performance indicator which was used by external parties in assessing the College's performance, on the basis of positive learner outcomes, after students had completed their courses. It was encouraging to note that the majority of full-time students progressed to either positive higher / further education learning programmes or positive employment destinations. **It was resolved that** it would be beneficial to also collect the relevant data for HE students completing their courses. The Principal and Deputy Principal agreed to explore this possibility and report back to the Committee, as appropriate. Members thanked the Deputy Principal for his report and commended the excellent progress made in this area.

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36/10 DATE OF NEXT MEETING

This would be held on Friday 11 March 2011, at 9.30 am.

Pamela J Connell
Clerk to the Corporation
28 November 2010