



**MINUTES OF THE CURRICULUM AND QUALITY MEETING HELD ON
TUESDAY 29 NOVEMBER AT 8.00 AM
IN THE BOARD ROOM, AT THE ROUNDHOUSE**

Present: Phil Dover (*Chair*), Tim de Ville, Janet Morgan, Graham Schuhmacher

In attendance: Anita Straffon, Kate Martin, Robin Webber-Jones
Rose Matthews (Clerk)

	Action	Date
<p>15/16-17 Presentation: Engineering</p> <p>Robin Webber-Jones highlighted the Engineering Academy's work with key employers, focussing on the three employer academies, the growth sectors and the National Academy for Rail.</p> <p>Robin agreed to provide the number of students carrying out the technical certificate direct with the Academy and the numbers where the Academy was managing the apprenticeship.</p> <p>Graham Schuhmacher asked that Robin contact John at the UTC with a view to collaborative working on the F1 project.</p>	<p>RWJ</p> <p>RWJ</p>	<p>23/02/17</p> <p>23/02/17</p>
<p>16/16-17 Apologies for absence</p> <p>Apologies for absence were received from Mandie Stravino.</p> <p>The Chair welcomed Tim de Ville to his first meeting.</p>		
<p>17/16-17 Declarations of interest, confirmation of eligibility and quorum</p> <p>All members were eligible and the meeting was quorate. Declarations already made were noted.</p> <p>Tim de Ville was an employee of Derby College.</p>		
<p>18/16-17 Minutes of the previous meeting</p> <p>The minutes of the meeting held on 21 September 2016 were approved and signed as a true and accurate record.</p>		
<p>19/16-17 Matters arising</p> <p>06/16-17 The Deputy Principal – Education and Learner Experience had updated the reports and informed the Committee that A Levels had stayed the same at 27% for high grades and GCSEs for all ages maths was at 38%, which was above the benchmark of 27%. English was at 22%, compared to a benchmark from the previous year at 30%. Kate advised she had received a report comparing colleges and Derby College were of the best performing.</p> <p>Graham Schuhmacher asked what happened to the 78% that failed. The Deputy Principal explained they continue with the College and re-sit their exam. She explained the strategy adopted to focus on one exam each year over the two year period.</p>		

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<p>Graham said it was a policy issue and should be raised with Government, students are continually working towards the same exam without any success. The Deputy Principal advised it had been flagged at the AOC Conference last week and the AOC were carrying out some work in relation to it.</p> <p>Graham felt there was an opportunity to raise through the Area Based Review. The Committee noted 65% of young people arriving at the College to take GCSEs had no English or maths. The Deputy Principal agreed to confirm the numbers of learners entering without GCSE in this year's cohort.</p>	AS	23/02/17
<p>20/16-17 College Self-Assessment Report 2015-16</p> <p>The Deputy Principal presented the College Self-Assessment Report 2015-16 for the Committee to validate.</p> <p>This was based on the Ofsted Report following the visit earlier in the year, and highlighted the key strengths and improvements. One change was to improve high grades in English as opposed to maths.</p> <p>The Committee recommended the College Self-Assessment Report 2015-16 for approval to Corporation.</p> <p>The Chair asked if more information could be included in the Quality Improvement Plan in relation to professional development and team time (p25). He was confident the College did this, but would like to see evidence in the plan. The Deputy Principal would make the addition.</p>	AS	12/12/16
<p>21/16-17 Derby College Nursery Self-Evaluation Form</p> <p>The Deputy Principal gave a verbal report on the Nursery's Ofsted Inspection which took place on 24 November 2016. The report should be published in three weeks.</p> <p>The Committee asked that their next meeting commence with a tour of the Nursery.</p> <p>The Committee asked that their thanks be passed onto the Nursery team.</p>	RM	23/02/17
<p>22/16-17 Organisational QPR</p> <p>The Deputy Principal presented the QQPR.</p> <p>The Deputy Principal explained external business planning training had taken place for team managers and Heads recently. The Deputy Principal and Vice Principal had reviewed the business planning documentation and are preparing a template that can be used for the whole College and the academies.</p> <p>The feedback received had been positive and the team managers took part in a 'Dragon's Den' style exercise, presenting their plan at the end of the day.</p> <p>Graham Schuhmacher talked about Imagineering and preparing for, not just 0-3 and 3-5 years' time, but 5-10 years' time. He recommended contact be made with Richard Hall of Derby University to deliver a session on sustainable engineering and what it means for businesses. The Vice Principal (Kate Martin) explained she was involved with the Cities of the Future programme.</p> <p>The Teaching and Learning Scorecard had closed at 1.8, which was an improvement on the previous year of 0.02. The Chair asked if there was a trail to show differentiation records and the Deputy Principal confirmed there was.</p>	AS	23/02/17

	Action	Date
<p>The first STAR week progress log indicated 93% of learners were on or above target.</p>		
<p>Admissions for 2017/18 entry had opened with a total of 1103 applications made through the system to date.</p>		
<p>A new leaver destinations survey had been produced to capture the full-time and part-time destination data consistently.</p>		
<p>There had been 46 safeguarding disclosures during October with well-being and/mental health concerns accounting for a significant proportion of the total number of disclosures.</p>		
<p>One Prevent referral had been made in October, which following investigation by the Prevent team was deemed to be low risk of radicalisation.</p>		
<p>Eight complaints had been received during October, four of which are now closed and did not highlight any major concerns.</p>		
<p>Retention overall for the College at the end of 2015-16 maintained at 93% and is one percentage point above the 2014-15 provider average.</p>		
<p>Achievement of all ages at the end of 2015-16 was 85%, one percentage point above 2014-15 provider average.</p>		
<p>Apprenticeship overall success maintained at 76% at the end of 2015-16, six percentage points above provider average.</p>		
<p>The English, Engineering, Construction and the Arts academy have been placed in special measures – they will attend monthly meetings, other areas will be monitored through their QPRs.</p>		
<p>It was noted Functional Skills had pulled some of the area figures down.</p>		
<p>23/16-17 Senior Curriculum Leaders' Summary QPRs</p>		
<p>The three areas of concern were highlighted and the actions being taken to address these.</p>		
<p>Governors noted the further developments and emerging strengths.</p>		
<p>24/16-17 HE Self-Evaluation Document</p>		
<p>The Committee reviewed the HE SED and the Chair validated and signed the Governors' Statement on behalf of the Board as the HE Link Governor.</p>		
<p>25/16-17 College Curriculum Business Plan</p>		
<p>The Business Plan for 2016-17 was received and noted by the Committee. Plans were already underway to review for this year's cycle.</p>		
<p>26/16-17 Equality and Diversity Annual Report</p>		
<p>This item was deferred and would be circulated for approval prior to the Corporation meeting.</p>		
<p>27/16-17 Equality and Diversity Policy Review</p>		
<p>The Committee noted the revisions made to the Equality and Diversity Policy and recommend for approval at the Corporation meeting.</p>		
<p>28/16-17 NCS Provision</p>		
<p>The Deputy Principal informed the Committee of the loss of the NCS contract.</p>		

29/16-17 Date of Next Meeting

The next meeting would be held on 23 February 2017 at Broomfield Hall and include a tour of the Nursery.

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The meeting finished at 10.17 am.

Signed: _____ Date: _____