

Queen Elizabeth Sixth Form College

Minutes of the Meeting of the Curriculum & Standards Committee held on Thursday 15 October 2009 at 5.00 pm

Present: Cllr E Lister (Chair)
Mr T J Fisher
Mr C Wiper

In Attendance: Mr G Barker
Dr S D Hunnisett
Mrs J Wilson
Mr G Brookes (Clerk)

12/09 Apologies

Apologies were received from Mrs G Laws, Mrs A Blackburn and Mr L Job and were **accepted** by the Committee.

13/09 Minutes of the Previous Meeting

The minutes of the meeting held on 7 May 2009 were **accepted** by the Committee and signed by the Chairman.

14/09 Matters Arising

There were no matters arising.

15/09 Outstanding References

There were no outstanding references which were not to be dealt with in other items on the agenda.

16/09 Urgent Business

No urgent business was raised.

17/09 Curriculum Changes/Issues for 2009/10

17.1 Dr Hunnisett referred to the Year 1 timetable calculations summary (dated 15.10.09) which covered: actual student numbers; numbers of groups and average group sizes for 2008/09; the current position for 2009/10. It also provided data on the changes from October last year to October 2009.

17.2 The numerical data was amplified by a post-enrolment update covering an overview, details of new courses, courses not offered and trends in enrolment.

17.3 During discussion it was noted that numbers taking AS level Music have fallen to 12 and that ways of increasing numbers are being considered. However there are 65 students studying Music Technology and there are many good musicians in the College who take part in the 'Supplementary Programme' but do not wish to study music as an academic subject.

The Committee **accepted** the report.

18/09 Student Numbers 2009/10

Dr Hunnisett referred to the Summary of Student Numbers funded by the LSC for the five years to date and in particular to:

- a. The increased numbers for 2009 (1093 Yr 1 full time – up 102, and the total number of students, full time and part time, of 2378 – up 107).
- b. The increased progression from Yr 1 to Yr 2 (802 to 807 in 2009).
- c. The total numbers on roll are likely to continue to increase next year thus adding to the pressure on space and other resources.

The Committee **accepted** the report.

19/09 Ofsted College Performance Report

19.1 Dr Hunnisett referred to the College Performance Report Summer 2009 (CPR) and in particular to:

- a. The CPR is always for the previous year ie. 2007-08 in this case.
- b. How national benchmarks are established.
- c. A summary of the sections covered in the report.
- d. The charts/diagrams illustrating the College's Performance against the benchmarks and pointed out that QE's results were considerably above the national average.

Dr Hunnisett also presented a draft success rate outcome for 2008-09 which indicates continued high performance.

- 19.2 The Committee **agreed** that the College's splendid performance was a testament to the hard work and dedication of the staff and the students.

The Committee **accepted** the report.

20/09 Lesson Observation Scheme

Mr Barker reminded Members that details of the newly-introduced Lesson Observation Scheme had been presented to the Board on 17 September 2009. He summarised the progress that had been made to date and stated that the staff involved view the system in a very positive way. The programme to extend the scheme was also covered.

The Committee **accepted** the report.

21/09 Urgent Business Raised under Item 16/09

No urgent business was raised.

22/09 Confidentiality

No confidential items were raised.

23/09 Date and Agenda for the Next Meeting

The next meeting will be held on Thursday 6 April 2010 at 5.00 pm.

There being no further business the meeting closed at 6.00 pm.