



SOUTHGATE COLLEGE GOVERNING CORPORATION

Standards and Performance Committee

Minutes of the meeting of 6 March 2008

Members attending

Claude Pehrson	Chair
Ann Zinkin	Governor
Michael Blagden	Principal and Chief Executive
Ola Fadoju	Staff Governor

In attendance

Angélique Gainza	Vice Principal Curriculum
Adrian Powell	Director of Teaching and Learning
John Spindler	Vice Principal Resources
Maureen Medien	Acting Clerk to the Corporation

1. Minutes of the meeting of 8 November 2007

With a correction to a typographical error, the minutes of the meeting held on 8 November 2007, were confirmed and signed by the Chairman as a true record.

2. Matters arising

Item 10 – Teaching and Learning Policy

Noted: that the Teaching and Learning Policy had been referred back to SMT and a revised draft policy would be brought to a future meeting.

3. Apologies for absence

None received.

4. Declaration of Governor interest

None received.

5. Notification of any items of urgent business

None received.

6. Minimum Levels of Performance (MLP)

Received: a report from the Vice Principal Curriculum on Minimum Levels of Performance.

The Committee noted, that the FE White Paper set MLPs as follows:

Qualification level	Long
Level 1	55%
Apprenticeships (full framework)	40%
Level 2	55%
Advanced Apprenticeships (full framework)	55%
Level 3	55%
A Levels	75%
Level 4 or higher	50%

Assessed based on 2005/06 data

The Committee considered that A level programmes were judged by very high standards and currently A level programmes at the College do not meet this standard.

A significant issue was that Government standards include AS as well as A2 programmes and on AS programmes the national average for success rates is 65% so to set a MLP at 75% would mean that the vast majority of colleges would be below benchmark.

At the present time, MLP figures compiled by the College are at variance with those compiled by the LSC. The College is to engage consultants to verify College data and confirm MLP figures with the LSC. Should College MLP data show more than 15% of provision below target, then the College would receive a Notice to Improve, which might have a significant effect on future funding.

Action: SaPs Committee wish to receive further reports on MLPs when the data has been verified.

7. Lesson observations

Received: the Director of Teaching and Learning's report on lesson observations.

Governors noted that this was the first set of observations following the introduction of the revised policy on lesson observations.

Governors also noted that UCU have declared a dispute on the new policy and have instructed their members not to comply with it. Negotiations with UCU are continuing, to try to resolve this issue.

Governors noted that the observation statistics showed:

	2007/2008	Targets
	to	%
	February	
	12th 2008	
Outstanding/good	59	64
Satisfactory	37	29
Inadequate	3	6

which indicates that insufficient teaching and learning is good or better and that too much teaching is only satisfactory.

In order to improve teaching and learning, best-practice workshops and staff development training have been set up which are designed to address both general issues identified in lesson observations and particular issues targeted directly at an individual's development needs. These programmes appear to be having an effect and are well-received.

8. Complaints monitoring

Received: a report from the Vice Principal Curriculum on complaints monitoring.

Governors noted:

- That the report should include a brief explanation where a complaint is found to be valid.
- That on one particular complaint where a student complained that the results of an ALIS test had been supplied to Durham University, that in future such information would be supplied with the agreement of the student and that Durham University should include such information on the test header sheet.

In response to a suggestion that complaints should be analysed by ethnicity, the College was unsure how this would improve any action plan resulting from the data.

Action: the structure of the report to be amended in future to give an explanation of any valid complaints and an indication of future action required.

9. Student attendance

Received: a report from the Vice Principal Curriculum showing attendance summarised by division.

Governors noted with concern that the data is unreliable as it relies on 100% monitoring of registers and the data in the registers to be entered into computer spreadsheets. There are too many opportunities for registers to be 'missed' and for data errors to be entered.

It is intended to include an electronic system in the new buildings but a better system should be considered in the intervening period.

From the data available, most divisions have attendance levels between 80% to 90% and no area is below 70%. This is a marginal improvement on the equivalent period last year. There is an issue with ICT programmes running at the outcentres which needs to be addressed.

10. Student retention

Received: from the Vice Principal Curriculum, a report showing three-year retention rates by sector subject area for both 16-18s and adults.

Governors noted that for 2007/08, the data is pre-census and part-year. In general the College considered that it was too early in the year to draw conclusion from the part-year data, however in ICT and in Humanities, retention rates were already significantly below previous years.

11. Any other urgent business

There was no other urgent business.

12. Date of next meeting

The next meeting of the Standards and Performance Committee will be held on 10 July 2008 at 1600 hours.