



SOUTHGATE COLLEGE GOVERNING CORPORATION

Standards and Performance Committee

Minutes of the meeting of 9 November 2006

Members attending

Derrick Southon	Chairman
Claude Pehrson	Governor
Michael Blagden	Principal and Chief Executive
Marion Ford	Staff Governor

In attendance

Angélique Gainza	Vice Principal (Curriculum)
Philip Karstadt	MIS Manager
Adrian Powell	Director of Quality
John Spindler	Clerk

1. Minutes of the meeting of 4 July 2006

Received: minutes of the meeting of the 4 July 2006.

The minutes of the meeting held on 4 July 2006 were confirmed and signed by the Chairman as a true record.

2. Matters Arising

Any Matters Arising would be covered by the current agenda.

Governors agreed that the reports requested at the July meeting, namely:

- A report on Student Destinations
- Minutes of the Quality Panel
- A review of the Student Disciplinary Policy

be deferred to the Spring term meeting.

3. Apologies for Absence

None received.

4. Declaration of Governor Interest

None received.

5. Notification of any items of urgent business

None notified to the Clerk.

6. Analysis of 2005/06 Summer Examination Results

Received: analysis of 2005/06 Summer Examination Results.

Results for 2005/06 were mixed following a significant improvement in 2004/05 (8% overall) and 10% for long courses. However, there were still a considerable number of results not yet finalised and the final figure would not be known until the end of November. Currently long courses showed a 2% improvement at 62% against a benchmark of 61%. However, the Development Plan target was for at least a 3% improvement. Short Courses actually declined by 1% to 87% but remained 5% above benchmark and complied with targets in the Development Plan.

When success rates were analysed by age groups, then for 16-18 year olds there had been no improvement on long courses which remained on benchmark at 63% but currently there was an 18% deterioration on short courses and this at 68% was where many results were still outstanding.

Success rates for adults showed a 1% improvement for long and short courses and both were above benchmark but the improvement was less than targets contained in the Development Plan.

Analysis of success rates by level of course indicated that success rates were at or just below benchmark at level 2 (+7% to +9%) and stubbornly below benchmark at level 3 for young people (-4%).

Governors looked in detail at retention, achievement and success rates for various subjects.

Level 1 progression awards in Sport and Leisure showed only 13% success rates in comparison to a benchmark of 57%. Vice Principal, Angélique Gainza, acknowledged that the results were poor but suspected that there was a data entry issue which needed to be investigated. Low pass rates in AS and A2 Physics were also identified. It was recognised however, that there had been a number of different Physics Lecturers during the year and this had caused difficulties for the students.

(Note: subsequent investigation indicated that the success rate for Sports and Leisure was 69%)

Governors were reminded that in accordance with the policy set out in the Development Plan, the College would consider closing any subject/course for which success rates were more than 5% below benchmark for two years running.

Claude Pehrson suggested that this should be treated with caution, as removing a particular option/subject might make some other successful subjects not viable.

Derrick Southon queried the levels of high grade passes achieved in GCSE, AS and A2 subjects. Responding, Angélique Gainza acknowledged that high grade passes at AS level were not good enough but asked the Committee to note the 70% high grade passes at A2 level, although still acknowledging that this was still not at benchmark.

Governors asked for a full report at the Governors Review Day which would pull together all those factors which would impact on improving achievement and success rates. Derrick Southon asked that the high number of 'U' grades would also be addressed in this report.

7. Monitoring of Lesson Observation Grades

Received: a report from the Director of Quality on the monitoring of lesson observations performed between September to October 2006.

A total of 60 observations had been carried out and the breakdown of grades awarded were:

	To 16 October 2006 %	Targets %
Outstanding/good	63	64
Satisfactory	30	29
Inadequate	7	6

It was acknowledged that too many lessons remained only satisfactory and that insufficient numbers were good or better. However, in carrying out observations to date, Adrian Powell indicated that the observation system focused on newer teachers and those who had obtained 4s at previous observations and that this was likely to have a negative influence on grade summaries.

As part of the programme to improve teaching, the College was:

- Part of a Quality Improvement Project with Bexley, Havering and Croydon colleges.
- Using staff development to focus on moving satisfactory to good.
- Optimistic that analysis would be greatly facilitated when the database was complete (this was expected to be in full operation week commencing 13 November).
- Having consultants in to review lesson observation systems on 13/14 November.

Governors also noted that Protocol observers had been in College to carry out observations on agency staff. Seven observations were carried out:

4 (57%) were good or better
3 (43%) were satisfactory
there were no lessons graded inadequate.

8. Student Attendance Data 2006/07

Received: a report from the Director of Quality on attendance during the first half term 2006/07.

Overall College-wide data showed an attendance level of 88%, which was a 1% increase on the same period last year. There had been deterioration in attendance on Health and Social Care and SLDD (-6%) but there had been a significant change in course provision and therefore it was not a like for like comparison. There had been significant improvement in attendance in Arts, Business, Young College, and Hospitality, Sports, Leisure and Travel.

There was still an issue of students who had been withdrawn being marked absent, which affected attendance data.

There was also the issue that some registers were still temporary and were not on the CMIS system because of data problems linked with late changes in course timetables and course structure. College staff were working hard to resolve issues which would be significantly facilitated by a move to electronic registers.

The move to electronic registers would be a high priority for the new Vice Principal Resources, John Spindler.

By the Principal, that the College was committed to move to electronic registers but had not yet settled on the system to provide it i.e. whether it should be a wireless or a hard-wired system. However, there had been a pilot scheme in ICT which had proved successful and the decision would be taken as soon as possible.

9. EDIM Monitoring

Received: details of the College's EDIM monitoring for 2005/06.

There were no significant statistical differences in the results of any ethnic minority group. However, it was noted particularly that success rates for male learners remained stubbornly at 40% (4% below target) and had remained at this level for three years.

By Claude Pehrson, that global statistics did not indicate very much and the College should set targets in relation to national trends by a subject-by-subject basis.

Governors asked that the tables be reissued to include national benchmarks.

10. Complaints Monitoring

Received, a report from the Director of Quality on the monitoring of complaints made against the College from September to October 2006.

Noted that

A total of 18 complaints had been received during the period of which 16 had been resolved and 2 were currently being investigated. The majority of complaints related to course organization and customer care.

Governors raised the following issues for future reports:

- The report should indicate where or not complainants are satisfied with the College's response.
- In complaints relating to teaching or course organization, more details of complaints would be helpful e.g. lecturer not attending.
- Reports should indicate if any complaints go on to a high level e.g. contact with an MP.

The college should consider ways of making the Complaints Procedure more available and accessible electronically. Analysis of complaints should also be put on the website/VLE.

11. Recruitment Against Target 2006/07

Received: a report on Recruitment Against Targets analysed by Curriculum Area.

Overall enrolment was buoyant, with full-time numbers exceeding target for both 16-18 and adult age groups. Part-time enrolment was on target, bearing in mind that many part-time courses did not recruit until Spring and Summer terms. There was some concern about recruitment on adult part-time courses linked to the effect of year on year fee increases required by LSC. Adult students would eventually be paying fees that equated to 50% of course funding costs.

12. Student Exit Questionnaire

Received: a report on the Student Exit Questionnaire 2005/06.

Significant points from the report were that:

- 90% of students graded their classes varied and interesting;
- 87% in the College agreed that target setting in tutorials had helped them to progress on their courses;
- 84% were satisfied with assessments and the assessment procedure;
- 91% considered their workload to be manageable;
- only 38% of Young College considered they got feedback within an appropriate time;
- 32% of students were not satisfied with the College's Enrichment Programme;
- 63% of students considered that the College Refectory did not provide good value for money.

Governors noted that the College was preparing an action plan to address those areas causing concern.

Governors determined that, for the future, the Student Questionnaire should be carried out using an external provider. Currently, the only provider appeared to be QDP but the company would need to work with the College to identify an appropriate set of questions (preferably questions that could be completed on-line). QDP are currently working with the AoC to develop a student questionnaire.

13. Any other urgent business

There was no other urgent business.

14. Date of next meeting

To be advised.