

CURRICULUM, QUALITY AND STANDARDS COMMITTEE – TERMS OF REFERENCE

1. MEMBERSHIP

1.1 The members will be appointed by the Corporation from its members and will consist of the Chair and the Principal (or designate), who will be ex-officio members, and up to five other members of the Corporation

1.2 In addition, the Committee may co-opt up to two persons who are not Corporation members for terms of four years.

1.3 The Committee will elect a Chair and Vice Chair from its membership.

1.4 If there is a change in the Chair of the Corporation the ex-officio membership will change automatically.

1.5 Any elected member shall be eligible for reappointment.

2. MEETINGS

The Committee will meet at least three times a year and on other occasions if circumstances require. Committee members will be invited to monthly update meetings with the VP Curriculum and VP EES and a report will be circulated to the Committee.

3. QUORUM

The quorum shall be four members of the Committee to include at least two members of the Corporation.

4. PURPOSE

To review, monitor and advise the Corporation on:

- the curriculum offer, processes and standards (including targets) across the College
- the arrangements for ensuring that there is effective safeguarding of young people and adults at risk receiving education and training at the College.
- the arrangements for ensuring there are effective processes in respect of Equality, Diversity and Inclusion.

5. TERMS OF REFERENCE

5.1 To advise the Corporation on the range, adequacy and sufficiency of the curriculum offer.

5.2 To advise the Corporation on the quality of education, including HE and other services provided by faculties within the College and any collaborative partnerships with other organisations.

5.3 To review and recommend to the Corporation the College's annual Quality Strategy plan

5.4 To review the Quality Improvement Plan at each meeting

5.5 To consider and appraise whole college performance including:

- a) Attendance
- b) Retention and withdrawal rates
- c) Examination results
- d) Achievements
- e) Value added
- f) Sector averages and performance indicator data
- g) Progression and destinations of students
- h) E learning
- g) Appropriate risk management of key risks

5.6 To receive and evaluate the opinions of stakeholders about the College in terms of the provision of courses and services.

5.6 To consider targets for academic performance and make recommendations to the Corporation.

5.7 To review and advise the Corporation on arrangements for self-assessment and to recommend to the Corporation approval of the College Self Assessment Report

5.8 To review and advise the Corporation on reports of inspections and to oversee and advise on action plans following external inspections

5.9 To receive and advise the Corporation on summary reports of Principal's Performance Reviews (PPRs)

5.10 To receive and advise the Corporation on reports on work experience and employability and to monitor the Employability, Work Experience and Social Action Strategy

5.11 To monitor equality of opportunity and inclusive learning for all students at the College

5.12 To receive an annual safeguarding report and consider and recommend to approve the Safeguarding and Preventing Extremism and Radicalisation Policy. To receive regular reports on safeguarding and Prevent

5.13 To receive reports on the student experience from student representative bodies and to review analysis of student responses to surveys and questionnaires

Last approved by Corporation – July 2017