



**MINUTES PART 1
ACADEMIC STANDARDS & PERFORMANCE
(ASPC) COMMITTEE**

Date: Wednesday 13 June 2018

Venue: Executive Boardroom, Stratford Campus

Time: 6:00pm

Chair	Linda Jordan
Corporation Members	Andrew Edwards, Paul Stephen
In Attendance	Interim Director of Higher Education: David Malachi
Clerk to the Corporation	Judith Nelson

ITEM NO	ITEM OF BUSINESS
PRELIMINARY PROCEDURAL MATTERS	
1.	Chair's Welcome & Opening Remarks The Chair welcomed and thanked all for their attendance.
2.	Apologies For Absence <ul style="list-style-type: none"> ▪ Anil Nagpal ▪ Carlos Cubillo-Barsi ▪ Pat Edwards ▪ Quintin Peppiatt
3.	Declaration of Interests <ul style="list-style-type: none"> ▪ Linda Jordan and Pat Edwards in relation to any matters concerning NewTEC ▪ Paul Stephen in relation to any matters concerning Digital Skills Solutions Limited
4.	Minutes of the Last Meeting Held on 07 March 2018 The minutes were signed as a true and accurate record.
5.	Matters Arising and Action Points from the Meeting. There were no outstanding items to report.
ITEMS FOR CHALLENGE, MONITORING & REVIEW	
6.	Quality of Teaching & Learning Monitoring Report a. Teaching & Learning Strategy <ul style="list-style-type: none"> ▪ The committee received and noted the teaching and learning strategy and reviewed it in conjunction with the study programmes update position (agenda item 7).
7.	Study Programmes – Update Position a. Teaching, Learning & Assessment Report The Committee noted: <ul style="list-style-type: none"> ▪ Governors raised concerns that they had never received reports advising them that the quality of teaching 'requires improvement' and staff managing teachers' staff had not taken the right steps to mitigate poor practice. ▪ Andrew Edwards understanding was that young people joining the College signed a contract at the start of the academic year and the destination travelled would be tracked. ▪ It was noted on the College QIP and SAR we are good at picking up on best examples, however, not good at risk and impact assessing. ▪ The Quality assurance plan needs to be properly risk assessed.

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	<ul style="list-style-type: none"> ▪ We maintain a virtual learning environment for anyone using wifi. ▪ Focusing on the skills analysis and critiquing, this provides a brilliant spring board to go forward. Thinking about how we have a good teaching and learning strategy. ▪ Strengths and weaknesses are much clearer and with the imminent appointment of a new Deputy Principal, there is an opportunity to streamline and have a unified, consistent approach with study programmes and standardise English and maths. ▪ The key is having classes where the students want to be. The lesson needs to be structured, working with the culture of the College and ensure it is achievable and we do have the calibre of staff to do that. <p>b. Study Programme Action Plan The Committee noted:</p> <ul style="list-style-type: none"> ▪ Richard Moore attending the College teaching conference on 16 July. The study programme action plan will become a teaching action. It was noted the progress column is currently blank but this will be embedded into the QIP.
8.	<p>Quality Improvement Plan Update The Committee noted:</p> <ul style="list-style-type: none"> ▪ The locally held data suggests very strong achievement; however, the centrally held data suggests much lower levels of achievement, highlighting elements of a data lag.
9.	<p>Collaborative Provision Monitoring Report The Committee noted:</p> <ul style="list-style-type: none"> ▪ The sub-contract report was looking fairly benign. ▪ Timely and overall success is predicted to be above national rate ▪ Employer satisfaction is above national rate ▪ Provision from Learn Direct is under review
10.	<p>Student Attendance & Retention 2017-18 The Committee noted:</p> <ul style="list-style-type: none"> ▪ Attendance is showing a slight drop since 2016-17 with a higher decrease in attendance to English and maths courses ▪ In-year retention is significantly above national rate, with lines of enquiries started on withdrawals and people leaving us with choice i.e. getting a job
11.	<p>Predicted Students Outcomes 2017-18 The Committee noted:</p> <ul style="list-style-type: none"> ▪ A very strong year with a note of caution, this data has been collated at local level, the local predictions were very accurate last year and it would be pleasing to note if this was the final outcome. Not expecting a dip in adult outcomes.
12.	<p>Internal Progression – Position Update The Committee noted:</p> <ul style="list-style-type: none"> ▪ 75% more students have signed up compared to this time last year. ▪ Progression days were undertaken a month early and the College has good track record for keep warm activities. ▪ The College data on student destination is very poor and J2 research for UCAS destination can only look at 50% of our student destination. ▪ The underlying factors are because students change their mobile numbers and do not inform Student Services; students have more than one mobile phone, hence becoming

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	very difficult to track the student destination.
13.	<p>Young People with Special Educational Needs & Disabilities (SEND): Progression Into Work</p> <p>The Committee noted the college is undertaking supported internships in the SEND provision.</p> <p><i>ACTION: The Chair to email the Interim SEN Manager at the London Borough of Newham and introduce Paul Stephen, Principal & CEO.</i></p>
14.	<p>Any Other Business</p> <p>None discussed.</p>
15.	<p>Meeting Schedule for 2017-18</p> <p>The Committee noted the schedule of meetings for 2018-19 as follows:</p> <ul style="list-style-type: none"> ▪ 14 November 2018 – Stratford Campus @ 6:00pm ▪ 27 February 2019 – Stratford Campus @ 6:00pm ▪ 12 June 2019 – Stratford Campus @ 6:00pm <p>Part 1 of the meeting closed at 6:40pm</p>

Signed as true and accurate record:

Linda Jordan

14 November 2018