



**MINUTES OF THE
CURRICULUM & QUALITY COMMITTEE
26 JANUARY 2017, 5PM
BOARDROOM, CHELTENHAM CAMPUS**

Present: Ms T Burton (Chair)
Mr M Burgess (Principal)
Ms P Edwards (Co-opted)
Ms J Haines (Staff)
Ms G Hayes
Mr G Ridgway (Co-opted)
Mr T Uppington (Student)
Ms R Wilson (Staff)

In Attendance: Ms K Jarvis Head of HE
Dr J Kettle Vice-Principal, Curriculum and Quality
Dr K Morris Assistant Principal
Ms S Steed Vice-Principal, Students
Ms D Summers Director of Teaching, Learning and Improvement
Ms J Cosson Clerk to Governors
Mr J Murden HE Student, Observer

Apologies: Mr A Bates
Mr P White
Ms M James (Co-opted)
Mr G Ripley

Attendance: 80%

PRELIMINARIES

ACTIONS

1/17 Apologies

None.

2/17 Declarations of Interest

None, other than those currently recorded on the Register of Interests.

3/17 Confidentiality of Items

Items 6, 7, 8, 9, 10 and 11 for reasons of commercial sensitivity, for a period of two years.

4/17 Minutes of the Meeting of 24 November 2016

The minutes of the meeting were approved and signed as a true record by the Chair.

5/17 Matters Arising from the Minutes and Actions Matrix

Members were provided with an actions matrix and noted the status update of each item.

KEY BUSINESS

6/17 KPIs - HE and FE - confidential

7/17 Report from the VP, Curriculum and Quality - confidential

8/17 HE Update – confidential

9/17 Report from the VP, Students - confidential

10/17 Ofsted Reports - confidential

ROUTINE BUSINESS

11/17 Risks to be added to or amended on the Risk Register - confidential

12/17 Approval of Policies

Assessment Malpractice

This had been amended to include plagiarism and teaching one's own children.

Equality and Diversity Policy

This policy had been substantially rewritten in a different style which the Committee appreciated.

RESOLVED: The policies were approved.

ACTION: The Committee would like the changes to the policy to be identified on a cover sheet in future. JC/EXEC

OTHER

13/17 Any Other Business

None.

14/17 Date and time of next meeting: 4 May 2017, 5.00pm, Cheltenham

Signed.....

Date.....