

HARROW COLLEGE FURTHER EDUCATION CORPORATION
MEETING OF THE CURRICULUM, QUALITY & STANDARDS COMMITTEE
WEDNESDAY 5 FEBRUARY 2014

CONVENING NOTICE

There will be a meeting of the Curriculum, Quality & Standards Committee on Wednesday 5 February 2014 in the Conference Room, at the Harrow Weald Campus, commencing at 5.30pm.

If you are unable to attend please advise the Clerk as soon as possible either by email to gclerk@harrow.ac.uk or by telephone on 07904 105136.

Jayne Chaplin
Clerk to the Corporation

DATE ISSUED: 29 January 2014

DISTRIBUTION

Membership:

Ketan Sheth	
Karen Tyerman	
Antonio Weiss	(Chair)
Mumtaz Van-Der-Vord	
Liz Warriner	

In Attendance:

Jayne Chaplin	Clerk to the Corporation
Pat Carvalho	Vice Principal
Chris Faux	Head of Quality & Learner Services
Steven Porter	Head of Development, Enterprise & Innovation

Committee Quorum:

3 members of the Corporation

HARROW COLLEGE FURTHER EDUCATION CORPORATION
CURRICULUM, QUALITY & STANDARDS COMMITTEE

WEDNESDAY 5 FEBRUARY 2014

AGENDA

Item	Report	Annex No	Action Required	Presented
1	PRELIMINARY PROCEDURAL MATTERS (5.30pm)			
1.1	Attendance & Apologies for Absence	Verbal	For noting	Clerk
1.2	Declarations of Financial or Non-Financial Interests & Confidential Items	Verbal	For noting	Clerk
1.3	Minutes of the Last Meeting	Paper 1.3	For approval	Chair
1.4	Matters Arising	Verbal	For noting	Chair
1a	COMMITTEE DEVELOPMENT SESSION (5.40pm)			
	Interactive Presentation:			
	English and Maths	Verbal	For noting	
2	QUALITY IMPROVEMENT & DEVELOPMENT (6.10pm)			
2.1	Development Plan Update	Paper 2.1	For noting	VP
2.2	Quality Improvement Report	Paper 2.2	For noting	HoQ&L
2.3	Annual Staff Development Report	Paper 2.3	For noting	HoQ&L
2.4	Partnership Monitoring Report	Paper 2.4	For noting	HoDEI
3	CURRICULUM MATTERS (7.15 pm)			
3.1	Curriculum Strategy: Update Report	Paper 3.1	For noting	VP
	a) Appendix HoD Curriculum Plans	Paper 3.1a	For noting	VP
4	Other Business & Meeting Evaluation (7.30pm)			
4.1	Any Other Business	Verbal	For noting	Chair
4.2	Date of Next Meeting	Verbal	For noting	Chair
	Wednesday 11 June 2014, 5.30pm			
4.3	Meeting Evaluation	Paper 4.3	For completing	Members