

**HARROW COLLEGE FURTHER EDUCATION CORPORATION**  
**MEETING OF THE CURRICULUM, QUALITY & STANDARDS COMMITTEE**  
**WEDNESDAY 12 JUNE 2013**

**CONVENING NOTICE**

There will be a meeting of the Curriculum, Quality & Standards Committee on Wednesday 12 June 2013 in the Conference Room, at the Harrow Weald Campus, commencing at **5.30pm**.

The meeting will be preceded by a presentation on Teaching and Learning.

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

**Jayne Chaplin**  
**Clerk to the Corporation**

**DATE ISSUED: 5 June 2013**

**DISTRIBUTION**

**Membership:**

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

**In Attendance:**

Jayne Chaplin	Clerk to the Corporation
Pat Carvalho	Vice Principal
Chris Faux	Head of Quality Improvement & Standards

**Committee Quorum:**

3 members of the Corporation

# HARROW COLLEGE FURTHER EDUCATION CORPORATION

## CURRICULUM, QUALITY & STANDARDS COMMITTEE

WEDNESDAY 12 JUNE 2013

### AGENDA

Item	Report	Annex No	Action Required	Presented
<b>1</b>	<b>PRELIMINARY PROCEDURAL MATTERS (5.30pm)</b>			
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
<b>2</b>	<b>COMMITTEE DEVELOPMENT SESSION (5.35pm)</b>			
	Presentation:			
	Teaching and Learning	Verbal	For noting	
<b>3</b>	<b>QUALITY IMPROVEMENT &amp; DEVELOPMENT (6.05pm)</b>			
3.1	College Ofsted Report	Paper 3.1	For noting	HoQLS/VP
3.2	Quality Improvement: Update Report	Paper 3.2	For noting	HoQLS
3.3	Progress on Targets: Term 3 Update Report	Paper 3.3	For noting	VP
3.4	Learner Services: Update Report	Verbal	For noting	HoQLS
3.5	Safeguarding Learners: Update Report	Paper 3.5	For noting	HoQLS
<b>4</b>	<b>CURRICULUM STRATEGY &amp; PLANNING (6.55pm)</b>			
4.1	Curriculum Strategy: Update Report	Paper 4.1	For noting	VP
<b>5</b>	<b>COMMUNITY ENGAGEMENT (7.05pm)</b>			
5.1	Community Engagement: Public Value Statement	Paper 5.1	For approval	Clerk
<b>6</b>	<b>Other Business &amp; Meeting Evaluation (7.15pm)</b>			
6.1	Any Other Business	Verbal	For noting	Chair
6.2	Date of Next Meeting	Verbal	For noting	Chair
	<b>Wednesday 4 December 2013, 5.30pm</b>			
6.3	Meeting Evaluation	Paper 6.3	For completing	Members