

HARROW COLLEGE FURTHER EDUCATION CORPORATION
CORPORATION BOARD
TUESDAY 18 MARCH 2008
HARROW ON THE HILL CAMPUS
SILENT STUDY AREA, THE LEARNING CENTRE
CONVENING NOTICE

There will be a meeting of the Corporation on Tuesday 18 March 2008 in the Silent Study Area of the Learning Centre, Harrow on the Hill Campus, Lowlands Road, commencing at 6.00pm.

If you are unable to attend please advise the Clerk immediately.

Jayne Chaplin
Clerk to the Corporation

Issued: 11 March 2008

Members: Tyler Briscoe (Student), John Cowan, Gillian Eldridge, Barbara Field (Principal), Ken Goulding, Philip Harding, Marie Harrison, Clifford Hurst (Chair), Muna Muse (Student), Therese Lorphevre, Jayshree Radia, John Steady, Leslie Wilson.

Quorum: 7 members

Attendees: Susan Harrison (Vice Principal), Rena Prindiville (Director of Finance & Information)

Clerkship: Jayne Chaplin (Clerk)

**HARROW COLLEGE
MEETING OF THE CORPORATION
TUESDAY 18 MARCH 2008, 6.00PM**

AGENDA

Item	Report	Annex No	Action Required	Presented By
1.	PRELIMINARY PROCEDURAL MATTERS (6.00 pm)			
1.1	Attendance and apologies for absence	Verbal	To be noted	Clerk
1.2	Chair's & Clerk's Announcements	Verbal	To be noted	Chair
1.3	Declarations of Interest & Confidential Items	Verbal	To be noted	Clerk
1.4	Minutes of the meeting held on 4 December 2007 and the Special meeting held on 18 December 2007	Paper 1.4	To be approved	Chair
1.5	Matters Arising	Verbal	To be noted	Chair
2.	PRINCIPAL'S REPORT (6.15 pm)			
2.1	Principal's Report	Paper 2.1	To be approved	Principal
3.	ITEMS REQUIRING FORMAL APPROVAL OR ADOPTION (6.45pm)			
3.1	Minutes of the Audit Committee meeting, 22 January 2008	Paper 3.1	To be approved	Committee Chair
	Internal Audit Reports	Paper 3.1a	To be approved	Committee Chair
	External Audit Performance Indicators	Paper 3.1b	To be approved	Committee Chair
3.2	Minutes of the Property & Accommodation Committee meeting, 4 February 2008	Paper 3.2	To be approved	Committee Chair
	One Harrow Progress Report	Paper 3.2a	To be approved	Committee Chair
	Items for Approval	Paper 3.2b	To be approved	Committee Chair
	Cash Flow & Monitoring Report	Paper 3.2c	To be approved	Committee Chair

Item	Report	Annex No	Action Required	Presented By
3.3	Minutes of the Meeting of the Curriculum, Quality & Standards Committee held on 5 February 2008	Paper 3.3	To be approved	Committee Chair
	Progress on Targets: Term 1 Update Report	Paper 3.3a	To be noted	Committee Chair
	Development Priorities for 2008-2009	Paper 3.3b	To be noted	Committee Chair
3.4	Minutes of the Resources Committee meeting held on 12 February 2008	Paper 3.4	To be approved	Committee Chair
	Management Accounts	Paper 3.4a	To be approved	Committee Chair
	Spring Reforecast	Paper 3.4b	To be approved	Committee Chair
3.5	Minutes of the Remuneration Committee held On 4 March 2008	To Follow	To be approved	Committee Chair
3.6	Minutes of the Search & Development Committee held On 12 March 2008	Verbal	To be approved	Committee Chair
	Articles of Government: Report on latest changes	Paper 3.6a	To be approved	Committee Chair
	Update Report: Governance Review	Paper 3.6b	To be approved	Committee Chair
	Governance Development: Implementation Update Report	Paper 3.6c	To be approved	Committee Chair
	Corporation Residential	Verbal	To be approved	Committee Chair
4.	OTHER ITEMS FOR ENDORSEMENT, NOTING OR FOR INFORMATION ONLY (7.15pm)			
4.1	LSC & AoC Circulars and Responses	Paper 4.1	To be noted	Clerk
4.2	Minutes of the Equal Opportunities Committee	Paper 4.2	To be noted	Chair
4.3	Minutes of the Health & Safety Committee	Paper 4.3	To be noted	Chair
4.4	Use of the Corporation Seal	Paper 4.4	To be noted	Clerk
5.	OTHER BUSINESS, MEETING EVALUATION & DATE OF NEXT MEETING (7.30pm)			
5.1	Any other Business	Verbal	To be noted	Chair
5.2	Date of next meeting Tuesday 15 July 2008	Verbal	To be noted	Chair
5.3	Meeting Evaluation	Paper 5.3	For completion	Members