

HARROW COLLEGE FURTHER EDUCATION CORPORATION
MEETING OF THE CURRICULUM, QUALITY & STANDARDS COMMITTEE
WEDNESDAY 26 NOVEMBER 2008

CONVENING NOTICE

There will be a meeting of the Curriculum, Quality & Standards Committee on Wednesday 26 November 2008 in the Conference Room, at the Harrow Weald Campus, commencing at 5.30pm.

The meeting will be preceded by an interactive presentation from Emma Wood, Head of Faculty for Science & Health.

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

Jayne Chaplin
Clerk to the Corporation

DATE ISSUED: 19 November 2008

DISTRIBUTION

Membership:

Tyler Briscoe	
Rosy Crehan	
Gillian Eldridge	Chair
Fidelis Griffith	
Therese Lorphevre	
Muna Muse	

In Attendance:

Jayne Chaplin	Clerk to the Corporation
Tony Medhurst	Principal & Chief Executive
Susan Harrison	Vice Principal
Jeannie Cohen-Brand	Director of Business Base
Chris Faux	Head of Quality & Standards
Emma Wood	Head of Faculty, Science & Health

Committee Quorum: 3 members of the Corporation

HARROW COLLEGE FURTHER EDUCATION CORPORATION

CURRICULUM, QUALITY & STANDARDS COMMITTEE WEDNESDAY 26 NOVEMBER 2008

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 in any agenda item	Verbal	For noting	Clerk
1.3	Minutes of the last meeting 10 June 2008	Paper 1.3	For approval	Chair
1.4	Matters Arising	Verbal	For noting	Chair
2	COMMITTEE DEVELOPMENT SESSION (5.40pm) Interactive presentation from the Faculty of Science & Health	Verbal	For noting	HoF
3	SELF ASSESSMENT & PERFORMANCE (6.10pm)			
3.1	Draft Self Assessment Report 2007/2008 (inc. Corporation SAR)	Paper 3.1 To follow	For approval	VP
3.2	Success Rates 2007/2008	Paper 3.1 To follow	For approval	HoQS
3.3	Ofsted Annual Assessment Visit Feedback	Paper 3.3	For noting	VP
3.4	Confidential Report	Verbal	For noting	VP
4	CURRICULUM MATTERS (6.45pm)			
4.1	Draft Quality Improvement Strategy	Paper 4.1	For approval	HoQS
4.2	Quality & Standards Manager's Report	Paper 4.2	For noting	HoQS
4.3	Annual Report and Impact Assessment for Business Base	Paper 4.3	For noting	DoBB
5	COMMITTEE BUSINESS (7.15pm)			
5.1	Committee Annual Report 2007/08	Paper 5.1	For approval	Chair
5.2	Committee Terms of Reference	Paper 5.2	For approval	Clerk
6	Other Business & Meeting Evaluation (7.25pm)			
6.1	Any other Business	Verbal	For noting	Chair
6.2	Meeting Evaluation	Paper 6.2	To be completed	Members
6.3	Date of next meeting	Verbal	For noting	Chair

Wednesday 11 February 2008