

HARROW COLLEGE FURTHER EDUCATION CORPORATION

MEETING OF THE CURRICULUM, QUALITY & STANDARDS COMMITTEE

FRIDAY 4 DECEMBER 2009

CONVENING NOTICE

There will be a meeting of the Curriculum, Quality & Standards Committee on Friday 4 December 2009 in the Conference Room, at the Harrow Weald Campus, commencing at 3.30pm.

The meeting will be preceded by an interactive presentation from Shahenaz Pradhan, Head of School - Sciences

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: 27 November 2009

DISTRIBUTION

Membership:

Rosy Crehan	Chair
Nick Davies	
Alf Filer	
Fidelis Griffith	
Ketan Sheth	
Antonio Weiss	

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 FRIDAY 4 DECEMBER 2009

AGENDA

Item	Report	Annex No	Action Required	Presented
1	COMMITTEE DEVELOPMENT SESSION (3.30pm) Interactive presentation from Shahenaz Pradhan, Head of School, Science	Verbal	For noting	
2	PRELIMINARY PROCEDURAL MATTERS (4.00pm)			
2.1	Attendance & Apologies for Absence	Verbal	For noting	Clerk
2.2	Declarations of financial or non-financial interests in any agenda item	Verbal	For noting	Clerk
2.3	Minutes of the last meeting 1 July 2009	Paper 2.3	For approval	Chair
2.4	Matters Arising	Verbal	For noting	Chair
3	OFSTED INSPECTION OCTOBER 2009 (4.10pm)			
3.1	Inspection Feedback & Post Inspection Action Plan	Paper 3.1	For approval	VP
4	SELF ASSESSMENT & PERFORMANCE (4.30pm)			
4.1	Draft Self Assessment Report 2008/2009 (inc. Corporation SAR)	Paper 4.1	For approval	VP
5	CURRICULUM MATTERS (5.00pm)			
5.1	Quality Improvement Strategy Report	Paper 5.1	For approval	HoQIS
5.2	Position Paper for Business Base	Paper 5.2	For noting	VP
5.3	Draft H E Strategy	Paper 5.3	For approval	VP
6	COMMITTEE BUSINESS (5.25pm)			
6.1	Committee Annual Report 2008/09	Paper 6.1	For approval	Chair
7	Other Business & Meeting Evaluation (5.30pm)			
7.1	Any Other Business	Verbal	For noting	Chair
7.2	Meeting Evaluation	Paper 7.2	To be completed	Members
7.3	Date of Next Meeting	Verbal	For noting	Chair

Wednesday 10 February 2010