

QUALITY, PERFORMANCE & STANDARDS - TERMS OF REFERENCE

(Reference should also be made to the Standing Orders)

1. Constitution

- 1.1. The Committee shall have at least 5 members, to include:
 - 1.1.1. The College Principal;
 - 1.1.2. The Academic Staff Governor, unless he or she declines to act;
 - 1.1.3. The Student Governors, unless they decline to act;
 - 1.1.4. At least 3 and up to 8 other Governors, subject always that no more than 50% of appointed Governors shall be members of the Committee at any time; and
 - 1.1.5. up to 2 co-opted members with relevant experience.

2. Chair

- 2.1. At the first meeting of each academic year, the Committee shall appoint a Chair from among its membership. The Chair must be an Independent Governor.

3. Quorum

- 3.1 The quorum for a meeting shall be 3 members.

4. Frequency of Meetings

- 4.1 The Committee will normally meet twice in terms 1 and 2 and once in term 3.

5. Terms of Reference

- 5.1 To have oversight of academic standards in all provision, including subcontracted provision, and to advise the Corporation on the performance of curriculum areas and the quality of teaching, learning and assessment, ensuring that the Committee's views are informed by benchmarking data and external validation of internal findings.
- 5.2 To recommend and/or monitor progress against relevant key performance indicators and targets.
- 5.3 To monitor the overall curriculum, its relevance and intent and the quality and impact of its delivery, including in subcontracted provision and for learners with SEND and those with high needs.
- 5.4 To monitor engagement with the learner voice and the impact of the learner voice on College life.
- 5.5 To monitor the overall learner experience, including at recruitment and induction; the effectiveness of teaching and learning and the learning support and safeguarding functions; and their impact on learners' achievement, progress and success.
- 5.6 To monitor the effectiveness of complaints policies and procedures and to report to the Corporation on the number and types of complaint received and how they are resolved.
- 5.7 To monitor the delivery of the Access and Participation Plan and to advise the Corporation on any proposed changes.
- 5.8 To be responsible for assessing on an annual basis its own effectiveness in carrying out its remit.

- 5.9 To act as the appointing body for the College Self-Assessment Review (“SAR”) Panel with the expectation that the SAR Panel shall not involve more than 50% of Governors and should ideally be made up of a combination of Committee members and non-Committee members.
- 5.10 To receive reports on the College’s self-assessment review and monitor, on behalf of the Corporation, progress against the Quality Improvement Plan.
- 5.11 To monitor the extent to which the College is meeting expectations around equality and diversity and promoting an inclusive culture, in order to produce successful learning outcomes for all students from a range of backgrounds.