

## **CURRICULUM AND PERFORMANCE REVIEW COMMITTEE**

*This Committee will be particularly concerned with that responsibility of the Governing Body which is the determination of the educational character and mission of the institution and the oversight of its activities.*

### **Terms of Reference**

The Committee will contribute to strategic plans by making recommendations and proposals relevant to its own activities, specifically: quality of provision, employer responsiveness, enrolment plans, needs analysis, quality assurance strategies and plans and marketing plans. Once the Governing Body agrees the plan and objectives the Committee will monitor the progress of those aspects.

### **Membership:**

1. Membership of the Curriculum and Performance Review Committee shall be up to 7 full members of the Governing Body. Associate governors may also be invited to serve on the committee.
2. The Committee shall include the Principal.
3. The Committee shall include a staff governor and a student governor.
4. The membership of the Committee will be reviewed annually at the first full meeting of the Governing Body of the academic year.

### **Proceedings:**

1. The Chairman and Vice Chairman of the Committee shall be appointed annually at the first full meeting of the Governing Body of the academic year and must be full governors of the College. On the expiry of their term of office, such Chairman or Vice-Chairman shall be eligible for re-appointment.
2. A quorum shall be 3 full governors.
3. The Committee shall meet at least once a term. Other meetings may take place as and when necessary. Between meetings there will be a liaison link with the relevant senior managers within the College on matters that arise which may affect the performance and/or curriculum development of the College.
4. The Committee may amend its terms of reference at any time subject to approval by the Committee and reported to the Governing Body.

### **Governors should ensure that students benefit from a wide range of opportunities to develop their employability, spiritual, moral, social and cultural skills.**

1. To oversee and monitor the quality of the learning experience across all provision.
2. To maintain, on behalf of the Governing Body, an overview of course provision.
3. To monitor the safeguarding arrangements for the College and to receive reports on safeguarding activities each term

4. To monitor student disciplinary arrangements and to review reports on disciplinary activities each term
5. To monitor the impact of Equality and Diversity strategies on learner outcomes.
6. To approve and review the Curriculum Plan annually ensuring that the needs of the labour market, employers and our communities are met.
7. To approve and keep under review the Quality Improvement Plan ensuring that continuous improvement is made.
8. To review and monitor headline targets set to deliver Excellence for retention, achievement, success rates using where appropriate benchmarks, trend data, student and employer feedback and other comparators, prior to their approval by Governing Body.
9. To review the College's draft SAR prior to its approval by the Governing Body.
10. To receive reports on student progress including enrolments, attendance, value added, destinations and other key indicators.
11. To review and report to the Governing Body on and monitor the progress of actions to widen participation, to promote equality and diversity and to create an inclusive learning environment.
12. To receive reports and review and approve or recommend to Governing Body policies and strategies relating to: the Student Voice, Employer Voice, Safeguarding and Child Protection, Higher Education, 14-16, Information Advice and Guidance, Employer Responsiveness, and the Educational Case for Property Strategy.
13. To review preparations for College inspections and reviews and monitor progress on post-inspection action plans.
14. To monitor national and local developments in order to ensure the College offer is on line with priorities.
15. To review the business of the meeting to ensure that any emerging risks have been identified for inclusion on the risk register

Agreed 17<sup>th</sup> May 2017