

TERMS OF REFERENCE FOR THE STANDARDS COMMITTEE 2018/19	
1. Membership	<p>1.1 The Committee shall be appointed by the Board of Governors and shall have up to eight members.</p> <p>1.2 Members shall serve for a period of one College year and shall be eligible for reappointment.</p>
2. Quorum	2.1 The quorum for meetings of the Committee shall be 40% of actual membership (rounded up).
3. Frequency of Meetings	3.1 The Committee shall meet as determined by the Corporation but no less than four times a year.
4. Responsibilities of the Committee	<p>4.1 To make recommendations to the Corporation in relation to the College's annual self assessment report (FE) and self evaluation document (HE).</p> <p>4.2 To receive the outcomes of external verification processes.</p> <p>4.3 To have oversight of the Teaching, Learning, Training and Assessment Strategy.</p> <p>4.4 To monitor annual targets for learner retention and achievement and to receive updates on progress on those targets.</p> <p>4.5 To have oversight of the Learner Voice Strategy and to receive results of the annual student survey and outcomes from focus group sessions with students, and monitor performance against Learner Voice Strategy objectives.</p> <p>4.6 To regularly review formal complaints received by the College and subsequent actions taken by the executive.</p> <p>4.7 To regularly review issues of student discipline.</p> <p>4.8 To receive updates on academic and vocational examination results.</p> <p>4.9 To receive regular reports on the quality of teaching and learning with specific reference to the lesson observations scheme and associated actions.</p> <p>4.10 To review the performance of the College against national benchmarks</p> <p>4.11 To review the Committee's performance in relation to its Terms of Reference on an annual basis.</p>
5. Election of Chair	5.1 The Chair shall be elected at the first meeting of the Committee in each College year.
6. Clerking of the Committee	6.1 The Clerk to the Corporation will provide the clerking for the Committee.
7. Reporting to the Corporation	7.1 The minutes of the Committee will be presented to the next meeting of the Corporation.