

CITY OF WOLVERHAMPTON COLLEGE

STANDARDS COMMITTEE

TERMS OF REFERENCE

1. Membership

- 1.1 The Committee shall be appointed by the Board of Governors and shall have up to 7 members including the Principal and, where appropriate, up to 2 external co-opted members, providing that the total membership of the Committee does not exceed seven.
- 1.2 The Committee may invite the Corporation's officers, advisers or other third parties to attend meetings of the Committee as appropriate, but such persons shall not have a vote but shall be entitled to speak at the meeting at the invitation of the Committee Chair.
- 1.3 The Chair, Vice-Chair and membership of the Committee shall be appointed annually by the Board of Governors.
- 1.4 If the Chair or Vice-Chair is absent from any meeting of the Committee, the members present shall choose one of their number to act as Chair for that meeting provided that the member chosen shall be a member of the Board of Governors.
- 1.5 Meetings will be quorate if three or more members are present of whom Board members shall be in the majority.
- 1.6 The Clerk to the Board of Governors shall normally act as Clerk to the Committee.
- 1.7 All members of the Committee will have equal voting rights. In the event of a tie, the Chair will have the casting vote.

2. Terms of Reference

- 2.1 To advise the Board on matters concerning the quality and effectiveness of the College's provision and to monitor that provision.
- 2.2 To consider appropriate targets for improvement in retention and achievement (success rates) for recommendation to the Board and to monitor these targets.
- 2.3 To review the performance of the College against relevant national benchmarks
- 2.4 To periodically consider reports on measures of success including learner satisfaction, learner destinations, teaching and learning, value added and distance travelled.
- 2.5 To consider matters referred by the Board such as areas of outstanding or weak performance.

- 2.6 To consider the College's draft Self Assessment Report (SAR) and Improvement Plan, to advise on the robustness of the judgements and to recommend approval to the Board of Governors.
- 2.7 To review external inspection outcomes and post-inspection action plans.
- 2.8 To make recommendations to the Board of Governors about College performance and targets for future improvement.
- 2.9 To consider and monitor the College's Quality Strategy and to recommend approval to the Board of Governors.

3 Frequency of Meetings

Meetings shall be held not less than once a term.

4 Reporting Procedures

Minutes of all meetings shall be included in the papers for the next appropriate Board of Governors meeting and shall be reported upon at that Board meeting.

5 Conduct of Meetings

Each Committee is acting on behalf of the Board of Governors and as such will be administered in accordance with the rules of Clerkship and the Standing Orders that apply to the Board of Governors and its Committees.

These terms of reference were approved by the Board of Governors at its meeting held on *18 May 2009*. These terms of reference may only be amended by a resolution of the Board.