

BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE

**MEETING OF THE QUALITY AND CURRICULUM COMMITTEE TO BE HELD ON
MONDAY 5th DECEMBER 2005 at 6.00 P.M.
IN THE SPORTS CENTRE CAFE**

Agenda	Action	Page Number
1. Apologies and Welcomes Welcomes: Martin Cookson Apologies: Louise Pennington		
2. Minutes of the Meeting held on 13 th June 2005	Approve	1
3. Matters Arising	Note	
4. Review of Terms of Reference	Annual review/approve	6
5. Quality Assurance & Improvement Policy	Approve	9
6. An Amendment to trips procedures	Approve	11
7. Examination Results: Statistics & Analysis	Note	13
8. Equality and Diversity Implementation Measures	Note	23
9. Human Resources vital statistics (Including EDIMS) 2004 - 2005	Note	30
10. Progression of Leavers 04 - 05	Note	36
11. Update on Q & C Annual Operating Priorities	Note	38
12. Q & C Summary Sheet	Note	41
13. Any Other Business		
14. Date of Next Meeting – Thursday 15 th December 2005		
15. Reserved Business (Staff and Student Members may be asked to leave, depending upon the confidential nature of the business)		
Louise Pennington Clerk to the Corporation		

Members:

Andrew Barnett (Chairman)
Martin Cookson
James Freeman
Tim Oates
Helen Payne
Pippa Smith
Chris Thomson

In attendance:

Maria Bailey
Anne Fielding Smith

Clerk: Louise Pennington

Copies to:

Jutta Knapp
Staff Room
OLC
File