

CENTRAL SUSSEX COLLEGE

Report of the Burgess Hill & Haywards Heath LCB Meeting – 28th June 2010

Matters Arising

- The Board noted that the Link Member Reports had been presented to the Curriculum, Quality & Standards Committee.

Risk Management

- The Health & Safety Report was noted.

Staff Matters

- Two issues were raised; the use of the wild meadow area to ease the overcrowding issues of social space for students and the potential overcrowding for the next academic year particularly in the science labs and workshops. It was noted that there was no legal guidance for safe student numbers in science labs but the student numbers at the campus were well within the previous recommendations of the Learning & Skills Council. The Board were advised that Curriculum Area Leaders risk assess their own class rooms and if the assessment indicated that the room could not safely accommodate the class size this would be reviewed.

Student Matters

- The Student Members also raised usage of the wild meadow area and it was agreed that this area would be looked at to see if a better balance in usage could be achieved.

Equality & Diversity

- The briefing paper on Safeguarding prepared for the Chairs of Corporation for the Sussex Colleges was outlined to the Board.

Curriculum, Quality & Standards

- An update on the latest funding situation and the Government Policy and Environment was presented to the Board. The increased freedom and greater flexibilities in funding for Colleges in September and the developments in education from the coalition Government were noted.
- Retention rates for the Haywards Heath campus were outlined and the Board was pleased to note the strong retention rate of 92% in June, compared to 91% at the same time last year.
- The strong applications figure for the Haywards Heath campus was welcomed by the Board although it was acknowledged that the increase in numbers brought a number of challenges to the campus and staff. The timetable adjustments to cope with the increased number were outlined to the Board and the positive choice available to students in terms of choice and combination of subjects that could be offered was highlighted.
- The Board received a Link Member Report. The report highlighted a number of aspects in the Science area that were discussed in some detail but particularly the problem of changing specifications. The Board noted that this was a universal

problem and an issue of concern to Colleges who continued to lobby the examining bodies. The Chair agreed to take the issue back to the Sussex Principals.

- A number of issues raised by a Board Member were considered these included the importance of publicising individual subject grades rather than combined A/B grades, the BIMM BTech in Music Practice course and students transferring to different courses. It was confirmed that A and B grades would be separated for publication on the website in future, changes were being made to the BIMM BTech in Music Practice course from September and that it was not feasible for students to change courses after the end of September due to the intensity of the course work. The Board noted that students were provided with a number of opportunities and guidance to help them in their choice of course and that where it was possible to facilitate course changes this may be done during September.

Community

- An update on the Area C Strategic Plan was outlined and the Board noted that the Area C Statement of Commitment had now been signed by all the Schools and Colleges.
- The strong strategic evidence to support the development of vocational provision at Burgess Hill was discussed and the Board advised that the plans to develop provision at Oakmeeds Community College discussed at an earlier meeting would now be worked through and plans finalised. A Joint Committee was to be established to ensure proper governance

Strategy

- An update on the Phase 3 building project was provided. The Board was pleased to note the progress made to date and noted that a decision was expected from the Skills Funding Agency over the summer.
- An update of the Corporation's activities had been covered for the most part in earlier agenda items however the Board noted the sound financial position of the College for this academic year and were also advised that the College had been allowed to sell some of its land/building assets.

Any Other Business

- The need to ensure parents were kept informed of any teaching staff absence was raised and the Board discussed the possibility of introducing email communication with parents.