



## COLEG GWENT FURTHER EDUCATION CORPORATION CURRICULUM & QUALITY COMMITTEE

TERMS OF REFERENCE  
Approved 22 January 2019

### **Purpose of the Committee**

The committee is a non-statutory committee established to monitor and oversee the implementation and performance of key developments in all areas of curriculum and quality. This includes full-time mainstream, part-time mainstream, Adult Community Learning (ACL), Welsh for Adults (WfA) and Work Based Learning (WBL).

The Committee has executive responsibility only as specifically delegated to it by the Corporation.

### **1. Executive Responsibilities**

- 1.1 To receive updates on Learner Voice issues and make recommendations for Learner Voice activity.
- 1.2 To ensure that the College meets legislative requirements as they apply to students, including Safeguarding, Prevent, ALN Bill, Equality & Diversity, admissions etc.
- 1.3 To scrutinise quality indicators on general standards of provision. To include complaints reporting, progress against the Teaching & Learning Strategy, IQA/EQA etc.
- 1.4 To scrutinise and challenge subject areas where performance/standards are identified as requiring improvement.
- 1.5 To oversee the College's Curriculum Strategy and to monitor the development of the Curriculum Plan, ensuring it is achievable and meets Welsh Government requirements and targets. To include monitoring of admissions against targets.
- 1.6 To oversee the implementation and impact of new curriculum initiatives (e.g. Career Colleges, Skills etc.).
- 1.7 To review the WBL strategy and monitor performance.
- 1.8 To review and approve relevant curriculum and quality related policies and procedures.

### **2. Advisory Responsibilities**

- 2.1 To review the Annual Self-Assessment Report for recommendation to the Board (ensuring that it meets Welsh Government requirements).

- 2.2 To review the HE Strategy and performance and recommend the Annual Academic Assurance Statement for approval by the Board.

### **3. Monitorial Responsibilities**

- 3.1 To monitor the implementation of the Quality Development Plan and its impact against Key Performance Indicators.
- 3.2 To monitor and assess the impact of Employer Forums in developing curriculum to meet employer requirements and responding to Regional Skills Priorities.

### **4. Additional matters**

- 4.1 The Governance Officer will act as Clerk to the committee.
- 4.2 The committee will address any other matter referred to it by the Board.
- 4.3 The Committee Chair will regularly report on the activities of the committee to the Board.
- 4.4 The Governance Officer will ensure that copies of minutes (or draft minutes) are circulated to all Corporation members for information at the next appropriate Board meeting.
- 4.5 These Terms of Reference will be reviewed ANNUALLY

**Membership:**

**7**

Comprising: 4 Independent Governors  
1 Teaching Staff Governor  
1 Student Governor  
Principal/Chief Executive

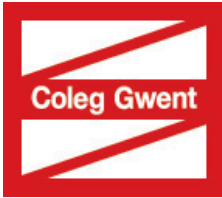
Additional External Members maybe appointed and the committee may obtain independent, professional advice and invite the attendance of non-members with relevant experience or expertise at its meetings.

**Quorum:**

50%

**Frequency of meetings:**

Termly (minimum 3 times per year)



## **CORFFORAETH ADDYSG BELLACH COLEG GWENT PWYLLGOR CWRICWLWM AC ANSAWDD**

**CYLCH GORCHWYL**  
Cymeradwywyd 22 Ionawr 2019

### **Diben y Pwyllgor**

Mae'r pwyllgor yn un anstatudol a sefydlwyd i fonitro a goruchwylio gweithrediad a pherfformiad datblygiadau allweddol ym mhob maes cwricwlwm ac ansawdd. Mae hyn yn cynnwys prif lif llawn amser, prif lif rhan amser, Dysgu Oedolion yn y Gymuned (ACL), Cymraeg i Oedolion (WfA) a Dysgu ar sail Gwaith (WBL).

Mae gan y Pwyllgor brif gyfrifoldeb pe ddirprwyir yn benodol iddo gan y Gorfforaeth yn unig.

### **1. Prif Gyfrifoldebau**

- 1.1 Derbyn diweddariadau ar faterion Llais Dysgwr a gwneud awgrymiadau ar gyfer gweithgaredd Llais Dysgwr.
- 1.2 Sicrhau bod y Coleg yn bodloni gofynion cyfreithiol fel maent yn gymwys i fyfyrwyr, gan gynnwys Diogelu, Atal, Mesur Anghenion Dysgu Ychwanegol, Cydraddoldeb ac Amrywiaeth, derbyniadau etc.
- 1.3 Archwilio dangosyddion ansawdd ar safonau cyffredinol o ddarpariaeth. Cynnwys adrodd cwynion, cynnydd yn erbyn y Strategaeth Addysgu a Dysgu, IQA/EQA etc.
- 1.4 Archwilio a herio meysydd pwnc lle mae angen gwella perfformiad/safonau.
- 1.5 Archwilio a goruchwylio strategaeth Cwricwlwm y Coleg a monitro datblygiad y Cynllun Cwricwlwm, gan sicrhau ei fod yn gyraeddadwy ac yn bodloni gofynion a thargedau Llywodraeth Cymru. I gynnwys monitro derbyniadau yn erbyn targedau.
- 1.6 Goruchwylio gweithrediad ac effaith mentrau cwricwlwm newydd (e.e. Colegau Gyrfaoedd, Sgiliau etc.).
- 1.7 Adolygu'r strategaeth dysgu ar sail gwaith a monitro perfformiad.
- 1.8 Adolygu a chymeradwyo'r polisiau a'r gweithdrefnau perthnasol sy'n ymwneud â chwricwlwm ac ansawdd.

### **2. Cyfrifoldebau Ymgynghorol**

- 2.1 Adolygu'r Adroddiad Hunanasesu Blynyddol ar gyfer argymhell i'r Bwrdd (gan sicrhau ei fod yn bodloni gofynion Llywodraeth Cymru).

- 2.2 Adolygu'r Strategaeth a pherfformiad AU ac awgrymu'r Datganiad Sicrwydd Academaidd Blynyddol i'w gymeradwyo gan y Bwrdd.

### 3. Cyfrifoldebau Arolygol

- 3.1 Monitro gweithrediad y Cynllun Datblygu Ansawdd a'i effaith yn erbyn Dangosyddion Perfformiad Allweddol.
- 3.2 Monitro ac asesu effaith Fforymau Cyflogwr wrth ddatblygu cwricwlwm i fodloni gofynion cyflogwyr ac i ymateb i Flaenoriaethau Sgiliau Rhanbarthol.

### 4. Materion ychwanegol

- 4.1 Bydd y Swyddog Llywodraethiant yn gweithredu fel Clerc i'r pwyllgor.
- 4.2 Bydd y pwyllgor yn ymdrin ag unrhyw fater arall a gyfeirir ato gan y Bwrdd.
- 4.3 Bydd Cadeirydd y Pwyllgor yn cyflwyno adroddiadau rheolaidd ar weithgareddau'r pwyllgor i'r Bwrdd.
- 4.4 Bydd y Swyddog Llywodraethiant yn sicrhau bod copïau o'r cofnodion (neu gofnodion drafft) yn cael eu dosbarthu i bob aelod o'r Gorfforaeth er gwybodaeth ar gyfer y cyfarfod Bwrdd priodol nesaf.
- 4.5 Bydd y Cylch Gorchwyl hwn yn cael ei adolygu'n FLYNYDDOL.

#### **Aelodaeth:**

**7**

Yn cynnwys: 4 Llywodraethwr Annibynnol  
1 Llywodraethwr Staff Addysgu  
1 Llywodraethwr Myfyriwr  
Pennaeth/Prif Weithredwr

Gellir penodi rhagor o Aelodau Allanol, ac mae gan y pwyllgor hawl i gael cyngor annibynnol a phroffesiynol gan unigolion nad ydynt yn aelodau sydd â phrofiad neu arbenigedd perthnasol, a chânt eu gwahodd i fynychu'r cyfarfodydd.

#### **Cworwm:**

50%

#### **Amllder y cyfarfodydd:**

Tymhorol (o leiaf 3 gwaith y flwyddyn)