

BOARD OF MANAGEMENT



Learning, Teaching and Quality Committee Wednesday 3 November 2021

Draft Confirmed by Chair

Minute of the Learning, Teaching and Quality Committee meeting held on Wednesday 3 November 2021 at 5.00pm via Microsoft Teams.

PRESENT:	M Williamson (Chair)	A McCusker
	K Ditcham	S Stirling
	N Dowie	S Hewitt
	S Middleton	H Honeyman
	N Lowden	M Thomson
	MC McNally	A Monks

IN ATTENDANCE: S Taylor (Vice Principal / Secretary to the Board)
J Grace (Vice Principal Curriculum & Attainment)
J Roscoe (Director of Curriculum and Attainment)
M Sanderson (Executive Secretary)
K Paterson (Head of Sector) C Strachan (Head of Curriculum and Quality)

1. WELCOME

M Williamson welcomed Committee members, welcomed J Roscoe (Director of Curriculum and Attainment) to her first meeting also welcomed Kirsty Paterson (Head of Sector) and Craig Strachan (Head of Curriculum and Quality)

2. APOLOGIES

Apologies were received from G Robertson and J Carnegie.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MINUTE OF PREVIOUS MEETING

The minute of the meeting held on Wednesday 1 September was approved as an accurate record.

5. MATTERS ARISING

There were no matters arising.

6. CURRICULUM REPORT – PACE, RISE, AND PROJECT SEARCH PROVISION

K Paterson and C Strachan presented the Curriculum Report on Pace, Rise, and Project Search provision within the Access and Supported Education team.

A copy of the presentation can be found [here](#).

S Stirling highlighted the positive impact the project was having on young people and noted that the LDR team currently had a young person working with them.

A McCusker asked how the team and the College, engaged with those who were disengaged within the region. C Strachan summarised the range of local authority and community links that the team had and noted that they were also working with J Grace and others to build new links, particularly around employability.

MC McNally asked if there was funding available to fund School support staff to attend College all day with school pupils. It was noted that this would be a potential benefit to schools, to provide enhanced support for the pupils involved. J Grace noted some discussions around this area and confirmed that this would be followed up in partnership with the local authorities. **J Grace to progress.**

J Grace highlighted the success of the PACE programme over the years and the high regard that this was held in by Dundee City Council and noted discussions progressing to extend the model for pupils in Angus. This was welcomed.

M Williamson noted how positive the presentation had been and thanked K Paterson and C Strachan for their input.

7. STUDENTS ASSOCIATION REPORT

A Monks and N Dowie presented the report [presentation](#) to the Committee.

A Monks summarised the update to the Committee and noted key projects they were working on, including the SA team making individual phone calls to students to encourage attainment.

A Monks noted the Attend to Spend project had been extremely successful, and each Friday Students had a chance to win £100 Amazon vouchers if they had 100% College attendance. K Ditcham suggested that future prizes include locally based businesses/offers. A Monks confirmed the team already worked with many local businesses and would look at this. A Monks highlighted future plans to expand the offer to include vouchers to use at the Gardyne gym as well as vouchers that students could use in Hospitality or Hair, Beauty and Complimentary Therapies.

S Hewitt highlighted the outstanding work the team were doing and praised them for the increased engagement with Learners, especially at Kingsway Campus.

A McCusker praised the newsletter and the information the team had pulled together.

M Williamson and the Committee noted the fantastic work carried out by Students' Association and thanked them for their hard work.

8. 2021 Performance Indicators

S Taylor summarised the 2021 Performance Indicator report, noting that the data came with a warning given the impact of COVID-19 and the alternative assessment model utilised. The overall positive results were noted, including an increase in positive outcomes but also with an increase in withdrawals, especially during the second lockdown period.

J Grace noted the SFC flexibilities around learners during COVID were still in place and note College practice in respect of deferrals.

A McCusker praised the College for the results this year, given the circumstances.

2019/20 Post Course Success (CLD) National Comparison

S Taylor summarised the paper to the group, noting that positive destinations for 2019/20 D&A learners had dipped in roughly the same way that national figures had. It was noted that nationally there were fewer College leavers going into employment but an increase in those returning to education, particularly with universities.

The report was noted.

9. VP CURRICULUM & ATTAINMENT REPORT

J Grace summarised the report provided.

10. STRATEGIC RISK REGISTER

S Taylor noted there were no changes proposed to the Risk Registers. This was noted.

11. LT&Q METRICS

S Taylor highlighted the paper was for noting.

12. COVID 19 UPDATE ON LEARNING, TEACHING & ENGAGEMENT OF LEARNERS

S Hewitt noted recent changes to COVID restrictions and arrangements, including the ability to remove face coverings in certain circumstances. S Hewitt highlighted the regular communication of changes to staff and students.

J Grace highlighted the frustration staff are feeling, with reminding students of COVID guidance as there are different rules off site to on campus. Support for deferred learners and for those that had to catch up with lost learning was noted.

S Taylor noted the work the Estates Team were carrying out daily to ensure the campuses were a safe environment. S Taylor advised that one way signage had been removed and updated guidance issued on ventilation arrangements during colder weather.

Arrangements to support adapted assessment (including graded Units) were noted and S Taylor highlighted the on-going increase in demand being made on student support and counselling.

It was noted that attention was now turning to the Christmas period and what arrangements/mitigations would be required pre and post-Christmas vacation. It was noted that it was expected that the current mitigations would remain in place at least until then.

13. DATE OF NEXT MEETING

The next Learning, Teaching and Quality Committee meeting will take place on Wednesday 9 February 2022 at 5.00pm, Microsoft Teams.

Action Point Summary

Action	Responsibility	Date
J Grace to review opportunities to fund additional support for school pupils with additional needs whilst attending College.	J Grace	9 February 2022