

# BOARD OF MANAGEMENT



## Learning, Teaching and Quality Committee Wednesday 27 April 2022

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### *Draft Confirmed by Chair*

Minute of the Learning, Teaching and Quality Committee meeting held on Wednesday 27 April 2022 at 5.00pm via Microsoft Teams.

**PRESENT:**

N Lowden	A McCusker
K Ditcham	S Stirling
B Carmichael	S Hewitt
S Middleton	G Robertson
MC McNally	A Monks

**IN ATTENDANCE:** S Taylor (Vice Principal / Secretary to the Board)  
J Grace (Vice Principal Curriculum & Attainment)  
J Carnegie (Vice Principal Corporate Services)  
S Toms (Director of Curriculum and Attainment)  
J Roscoe (Director of Curriculum and Attainment)  
M Sanderson (Executive Secretary)  
L Lappin (Head of Sector)                      S McGregor (Head of Sector)  
D Burns (Head of Sector)

### 1. **WELCOME**

N Lowden chaired the meeting in the absence of M Williamson and welcomed Committee members and L Lappin, S McGregor and D Burns (Heads of Sector).

### 2. **APOLOGIES**

Apologies were received from M Williamson, S Mill, H Honeyman and N Dowie

### 3. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

### 4. **MINUTE OF PREVIOUS MEETING**

The minute of the meeting held on Wednesday 9 February was approved as an accurate record.

### 5. **MATTERS ARISING**

There were no matters arising.

## **6. CURRICULUM REPORT – CURRICULUM REVIEW & SECTOR PRIORITIES**

L Lappin, D Burns, S McGregor, and J Roscoe (on behalf of K Paterson) presented the Curriculum Report on Curriculum Review and Sector Priorities within the Curriculum. Each Head of Sector reported on the key curriculum priorities and areas for development within their sectors.

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

N Lowden noted it was an excellent presentation to the Committee.

J Grace noted the team are reviewing the current financial situation and will be reviewing with curriculum teams.

G Robertson asked if there was competition for external commercial courses and if there was still a demand at the College. J Roscoe confirmed demand was high for some commercial courses, and there was a gap in the market to continue to offer.

A McCusker asked what criteria was used to decide what courses were in or out looking forward. J Grace confirmed the Directors, alongside the Heads of Sector looked at every team / course within the curriculum and used available labour market and other data sources to assess the fit to the regional economy. J Grace noted that resources were tight and would need to be prioritised, but that external partners were also being sought to provide sponsorship to help with resources.

S Middleton asked about engagement with local universities and what external demands the College were competing against. J Grace confirmed the two local universities were recruiting the same students as the College, which was a challenge, but also noted that there had been an increase in articulation and articulation agreements.

K Ditcham asked what access the College gives to resources for mental health training and building this training into courses. D Burns confirmed the Metaskills covered mental health and wellbeing, and this is enforced on every course. S Taylor highlighted the College were working in partnership with several organisations to expand the skills offer and build support like this further into the curriculum.

MC McNally noted a fantastic presentation and said that this should be circulated to external stakeholders and local universities. MC McNally noted that the planned Open Day was a great way to showcase the College to school pupils and parents, particularly focusing on the support available.

N Lowden thanked I Lappin, S McGregor and D Burns for their input.

## **7. STUDENTS ASSOCIATION REPORT**

A Monks 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 elections for Student President which close on Friday 29 April.

A Monks noted the recent representation days had been successful, allowing the chance to collaborate with different support services in the College. On campus activities were back, and it was good to see students attending events in high numbers.

A Monks confirmed that the team were continuing to carry out retention calls (c 3,600 so far) with these identified as highly effective practice by Education Scotland.

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

#### **8. 2021/22 POST COURSE SUCCESS**

S Taylor summarised the 2021/22 Post Course Success report, highlighting the increase in full-time work and corresponding did in full-time study destinations.

N Lowden noted the unemployed percentage decreasing was a positive step. S Taylor confirmed the figures will be matched across Scotland and national percentages will be published, usually around October / November 2022.

The report was noted.

#### **9. EDUCATION SCOTLAND PROGRESS VISIT REPORT**

S Taylor highlighted the report to the committee and provided an overview. The progress visit took place in February 2022 and the Education Scotland team met with various staff and students. Peter Connelly will attend the board meeting in September to formally present the findings.

A McCusker welcomed the positive report and noted the action point around learning and teaching observation and asked what's the next stage for review and follow up. S Taylor noted that the normal round of observation activity was impacted by the pandemic, with support for online / remote learning being the priority for a period.

A McCusker asked if there was a percentage for courses remaining online. J Grace confirmed the College wasn't taking a percentage ratio approach and was reviewing what worked best for different learner groups, with the mix determined by what worked best.

N Lowden welcomed the excellent feedback report.

#### **10. VP CURRICULUM & ATTAINMENT REPORT**

J Grace summarised the report and highlighted the College Open Day would take place on Saturday 30 April 2022.

J Grace highlighted the recruitment numbers are similar to last year and HN numbers have decreased slightly. Focus will be recruiting HN courses.

S Toms noted the fantastic work that's happening around Esports and how the team are building commercial opportunities through the project.

The report was noted.

#### **11. STRATEGIC RISK REGISTER**

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

S Taylor highlighted the separate COVID risk register may be removed in the near future as restrictions were easing.

#### **12. LT&Q METRICS**

S Taylor summarised the paper and highlighted the PI data is now the final data and national PIs had been published the day before.

S Taylor noted that from 19 different measures, the College was in the national top 3 for 18 of them and was top in Scotland for 9 or the 18. To put this in perspective, S Taylor stated that this equated to around 500 more students being successful at D&A compared to the national average.

S Hewitt noted that he was really pleased to note that one of the measures showed that care experienced students at D&A were more successful than the average of all students nationally. D&A was sector leading in terms of the successful outcomes for these students.

A McCusker asked if there was an update on the Credit target. J Grace confirmed work was ongoing to capture all activity in which the College can claim credits. Credits are being monitored regularly, with fortnightly updates at SLT meetings. It was anticipated that the core and ESF targets would be met.

### **13. COVID 19 UPDATE ON LEARNING, TEACHING & ENGAGEMENT OF LEARNERS**

S Hewitt provided an update on the latest COVID information. Restrictions had been relaxed on campus and around learning and teaching.

S Hewitt noted work was ongoing to support staff and students with the transition back onto campus and also around the on-going impacts of the pandemic.

S Taylor summarised the recent changes to isolation and absence arrangements and noted that the College were using the national Distance Aware scheme.

J Grace noted there was still some disturbance with Staff and Student absence due to COVID and that use would be made of the SQA assessment adaptations to best support students.

### **14. DATE OF NEXT MEETING**

Wednesday 31 August 2022, Y150, Boardroom Gardyne Campus.

#### **Action Point Summary**

<b>Action</b>	<b>Responsibility</b>	<b>Date</b>
No actions noted		