

BOARD OF MANAGEMENT



Learning, Teaching and Quality Committee Wednesday 14 September 2022

Draft Confirmed by Chair

Minute of the Learning, Teaching and Quality Committee meeting held on Wednesday 14 September 2022 5.00pm in the Boardroom, Gardyne Campus and MS Teams.

PRESENT (In person)	M Williamson (Chair) S Hewitt N Lowden S Middleton A Monks L O'Donnell L Strukanova	PRESENT (Virtual)	B Carmichael K Ditcham H Honeyman
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**IN ATTENDANCE:
(In person)** J Grace (Vice Principal Curriculum and Attainment)
J Roscoe (Director of Curriculum and Attainment)
M Sanderson (Executive Secretary)

**IN ATTENDANCE:
(Virtual)** S Toms (Director of Curriculum and Attainment)

1. WELCOME

M Williamson welcomed Committee members, new Board Chair, L O'Donnell, and Student Vice President L Strukanova to their first meeting. K Ditcham joined at 5.30pm.

2. APOLOGIES

Apologies were received from D Fordyce, S Stirling, J Carnegie, S Taylor

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MINUTE OF PREVIOUS MEETING

The minute of the meeting held on Wednesday 27 April 2022 was approved as an accurate record.

5. MATTERS ARISING

There were no matters arising.

6. CURRICULUM REPORT – D&A STUDENT EXPERIENCE STRATEGY

J Grace presented the Curriculum Report on D&A Student Experience Strategy. J Grace reported on approaches taken to develop the strategy, provided an overview of the Community Experience and Learning Experience components within the Student Experience Strategy and the actions taken to date to embed the strategy into college operations.

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

M Williamson noted it was an excellent presentation to the Committee.

H Honeyman asked how successful the all-staff day was and how the themes would be maintained throughout the year. J Roscoe confirmed it had been well received, with staff including the implementation of key messages at Stop and Reflect self-evaluation sessions. J Roscoe noted the value of the building a learning community is featuring strongly Stop and Reflect sessions and staff are taking on board Simon's message.

A Monks noted a positive impact within the first week of term, from both students and staff.

N Lowden noted as positive the use of scripted language and conversations, especially with learning being back onsite. S Hewitt confirmed that the College is re-building from a strong foundation as a successful College.

H Honeyman asked about opportunities for teams to share practice across departments. J Roscoe gave examples of 2 communities of practice – Senior Phase and work-based learning. S Toms noted Esports project is a good example of collaboration between different departments.

L O'Donnell noted the importance of developing reflective practitioners and the benefit to staff as teaching professionals.

M Williamson asked if Academic staff have the chance to observe other teaching methods and classes and whether it is built into the CPD programme. J Roscoe confirmed this is embedded into the CPD programme through teaching squares/triangles and will be COVID. B Carmichael confirmed the team will revisit the observation model and reflect on the Learning Experience.

M Williamson thanked the team for a detailed presentation.

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 updates from team activities held over summer, for example, supporting groups of students to give them tours of campuses and introduce them to staff.

A Monks noted the team took part in the Kiltwalk for Cash for Kids and raised £650.

A Monks highlighted the concern of food insecurity for students. The team introduced a breakfast club this week and without advertising, 250 students attended over the course of a week. A Monks noted that food larders have been emptied across campuses and the Students' Association have a small budget to fund the breakfast clubs. S Hewitt noted there should be a joined-up approach internally and with local partners to the cost-of-living crisis.
S Hewitt to progress.

A Monks highlighted her recent attendance as a panel member at the College Development network (CDN) Poverty Symposium. S Hewitt praised A Monk's presentation at the event.

M Williamson thanked the team for their extensive report and noted the concern in the numbers of students (and staff) who have attended the breakfast clubs this week.

N Lowden asked how the breakfast clubs are being funded and how this will be sustained. A Monks confirmed this is being covered through the Student's Association budget but will present a challenge as the year progresses.

8. 2021/22 SQA NATIONAL 5 AND HIGHER 'EXAM' OUTCOMES

J Roscoe summarised the report and highlighted a return to a normal exam diet after two years. J Roscoe advised that results had increased by 5.8 percentage points compared to 2019. J Roscoe advised that the results may improve further as 3 priority appeals have been submitted, resulting in one upgrade and 23 nonpriority appeals have been submitted awaiting outcome.

L O'Donnell noted that teams need to be careful referring to percentage changes in results, as this can vary significantly if small numbers are presented.

N Lowden asked what presentations looked like in 2019 compared to 2022. J Grace confirmed it was significantly less now since a Highers review was undertaken and a new National Progression Award qualification in Psychology was written by D&A College and delivered as part of the School-College Partnership with Angus Council.

M Williamson noted last year, there was a concern around Higher Care. J Roscoe noted the sole purpose of this course, is for students to gain entry into nursing courses with Universities requiring applicants to hold 3 Highers for entry.

M Williamson asked the team for a short paper at the next LTQC identifying the improvement plan for Higher Care. **J Roscoe to progress.**

The report was noted.

9. 2021/22 LEARNER SATISFACTION SURVEY

J Grace summarised the survey and noted a good overall response from learners, considering College were still operating under COVID restrictions. J Grace highlighted a trend of increasing satisfaction rates rising from 80% in 2018 to the current 88% and provisional SFC results also showing increased satisfaction.

H Honeyman asked why the Performing Arts (PA) results were low. J Grace noted that the students were disadvantaged and unhappy at not being able to collaborate on performances and experience full on-campus learning due to COVID-19 restrictions. J Grace advised that the newly recruited Head of Curriculum and Quality is already making a positive impact. S Toms supported this statement having recently attended the team's Stop and Reflect session.

S Hewitt highlighted the PA team have excellent student outcomes despite the low scoring learner survey.

S Middleton stated that student satisfaction of 88% is an excellent achievement. N Lowden noted the need to celebrate the excellent results.

M Williamson noted for the positive survey results to be included in the minute.

10. VP CURRICULUM & ATTAINMENT REPORT

J Grace summarised the report advising that the decline in recruitment mirrors the sector as a whole. J Grace confirmed the focus is on student retention and highlighted the Stay@D&A campaign including use of the QR codes to enable students to access support. J Grace noted the range of positive curriculum developments, partnerships and contracts reflect the scale of activity the college is involved in with the business and wider community.

The report was noted.

11. STRATEGIC RISK REGISTER

M Williamson asked the committee to approve the strategic risk register and for approval of the recommendation for COVID risk register to be removed. Both items were approved by the Committee.

L O'Donnell asked if Recruitment and Partnerships should be included as separate risks on the Risk Register for this committee. H Honeyman noted the need to be clear about Strategic Board-level risks and college operational risks. M Williamson proposed this matter be discussed at Audit and Risk committee on Sept 20 rather than here.

12. COVID-19 UPDATE

S Hewitt noted that activity is returning to normal following the removal of COVID-19 restrictions but impacts will continue to be felt for some time including challenges around anxiety and mental health for students and staff returning to campus. J Grace noted classrooms have returned pre-COVID capacities and all students are now back on campus.

S Hewitt noted the reporting of COVID absence is transitioning back into the normal way of working in reporting any absence.

13. LT&Q METRICS

S Hewitt summarised the paper and highlighted the 21/22 results are being finalised currently with results looking positive.

14. DATE OF NEXT MEETING

Wednesday 2 November 2022, 5.00pm via MS Teams.

Action Point Summary

Action	Responsibility	Date
Agenda item 7 – A joined up approach to the cost-of-living crisis to be implemented internally and with external partners.	S Hewitt	2 November 2022
Agenda Item 8 – Improvement plan required for Higher Care	J Roscoe	2 November 2022