

BOARD OF MANAGEMENT



Learning, Teaching and Quality Committee Wednesday 27 April 2022

Draft Confirmed by Chair

Minute of the Learning, Teaching and Quality Committee meeting held on Wednesday 2 November 2022 at 5.00pm via Microsoft Teams.

PRESENT:

M Williamson	N Lowden
K Ditcham	S Stirling
B Carmichael	S Hewitt
S Middleton	D Fordyce
L O'Donnell	A Monks
H Honeyman	L Strukanova

IN ATTENDANCE: S Taylor (Vice Principal / Secretary to the Board)
J Grace (Vice Principal Curriculum & Attainment)
S Toms (Director of Curriculum and Attainment)
J Roscoe (Director of Curriculum and Attainment)

1. WELCOME

M Williamson welcomed Committee members.

2. APOLOGIES

Apologies were received from J Carnegie

3. DECLARATIONS OF INTEREST OR CONNECTION

There were no declarations of interest or connection.

4. MINUTE OF PREVIOUS MEETING

The minute of the meeting held on Wednesday 14 September was approved as an accurate record.

5. MATTERS ARISING

The matters arising were included in the agenda.

6. HIGHERS IMPROVEMENT PLAN

J Roscoe summarised the Highers Improvement Plan document, outlining steps being taken to ensure that learners needed the full higher qualification and also to support and prepare them better for assessment by examination. Actions included clearer learning agreements, enhanced progression planning, improved project planning and additional support and arrangements to enhance prelim arrangements.

J Roscoe noted that arrangements were also in place to share good practice around learning, teaching, and assessment with other centres.

M Williamson welcomed the update and steps being progressed but noted concern that the data available may not show a 'like for like' picture with other centres. J Grace noted that this was recognised but highlighted that the overall successful outcomes for the different cohorts were monitored through College arrangements. J Grace noted that the success criteria for some learners undertaking Highers was not always the Higher itself, as this may be embedded within a full course and was only a requirement to support progression to specific destinations (such as Dundee University). It was noted that the focus for the College was always on supporting the learning journey in the best way possible for the learner and that this could be at odds with a focus on achieving an individual Higher qualification.

The approach was discussed, and it was agreed that summary data on overall attainment within courses including Highers would be shared. **J Grace to progress.**

N Lowden asked if the results included the outcomes of non-priority appeals. J Grace confirmed that these had only been received the day before and were not yet included.

7. CURRICULUM REPORT – COST OF LIVING CRISIS

S Taylor presented an update on the [work being undertaken by the Cost of Living](#) group to help to support students and staff. It was noted that this was a significant issue for many students and that uptake of support such as the Breakfast clubs had soared since the start of session (increasing for c 30 attendees per week to c 400). Almost 2,500 students had used the Breakfast clubs so far this session.

S Taylor summarised the key strands of work being undertaken, including work to integrate College based support and activities with wider support available in the region. This included a desire to create single assessment arrangements to avoid the need for students to be reassessed when accessing different services.

The positive Thrive with D&A brand was highlighted, with this used as a way of reducing the stigma associated with cost of living struggles and focusing on positive opportunities and support rather than the negative impact. A Thrive with D&A Hub had been established on the staff portal and My D&A Life app for students. This was set up to share information, links, advice and offers to support anyone needing it.

The free food offer for students and staff was discussed and it was noted that, whilst beneficial, this came at a cost to the College and external funding was being sought to ensure that this could be sustained.

S Taylor noted that work would continue and expand over the winter, with the focus now moving onto thriving campus opportunities to encourage students and staff to make use of College facilities and save on home fuel costs. Work to support students with job skills, and to support them to integrate work with their studies would also be progressed.

Committee members welcomed the update and the work being undertaken. Opportunities to support fundraising were discussed and the potential to attract funding through local Rotary Clubs was noted.

N Lowden asked if the free food offer was a short trial, or a longer term offer. S Taylor confirmed that it was in place until the end of session, but that it would require funding to be secured to support it. L O'Donnell noted that he was happy to support activity of this type.

8. 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 of a new Student Vice President for the Gardyne campus.

Training for Class and Lead Representatives was well underway, with changes made to the training approach and materials based on feedback and reflection on previous years.

Work to support the Thrive with D&A project was noted, including the significant growth in numbers attending breakfast clubs and using others support. The Students' Association had recently launched their warm coats appeal and would be distributing these shortly.

A Monks confirmed that the team were continuing to carry out retention calls and other work to help to minimise student withdrawals.

The Students' Association had played a prominent role at graduation, supporting students, and adding some fun opportunities for publicity and recognition to the day.

M Williamson and other Committee members thanked A Monks for her presentation and noted the amazing work that was being carried out by Students' Association and thanked them for their hard work.

9. 2021/22 PERFORMANCE INDICATORS

S Taylor summarised the report highlighting the provisional 2021/22 Performance Indicators. It was noted that this data had been shared with the Scottish Funding Council and that it was expected that national data would be published by SFC in spring 2023.

It was noted that overall outcomes remained strongly positive despite the impact of the pandemic over the past two years. Despite a small drop compared with 2020/21, the outcomes presented were higher than pre-COVID levels and it was anticipated that these would be at, or very close to, the best in the sector yet again.

The overall outcomes were noted, and the Committee congratulated the team on maintaining these at a high level.

10. VP CURRICULUM & ATTAINMENT REPORT

J Grace summarised the report and highlighted the positive developments taking place around engagement with employers and new industries across the region.

J Grace also highlighted the visit by the Director for General Economy, Louise MacDonald, which had showcased the MSIP development and led to interest from the Scottish Government in the green skills development role played by the College.

The report was welcomed.

11. STRATEGIC RISK REGISTER

It was noted there were no changes proposed to the Risk Registers, with a more detailed review scheduled for spring 2023.

12. LT&Q METRICS

The range of LT&Q metrics were noted.

13. DATE OF NEXT MEETING

Wednesday 8 February 2023, via MS Teams.

Action Point Summary

Action	Responsibility	Date
Summary data on overall attainment within courses including Highers to be developed and shared	J Grace	8 February 2023