# logo_colourBOARD OF MANAGEMENT

**Learning, Teaching and Quality Committee**

**Wednesday 13 September 2023**

***Draft***

Minute of the Learning, Teaching and Quality Committee meeting held on Wednesday 13 September 2023 at 5.00pm in Room A625 Kingsway campus and via Microsoft Teams.

|  |  |  |
| --- | --- | --- |
| **PRESENT:** | S Hewitt  | C Ogilvie |
|  | L O’Donnell | F Khan |
|  | N Lowden | L Crichton |
|  | C GibsonL Lappin |  |

|  |  |
| --- | --- |
| **IN ATTENDANCE:** | S Taylor (Vice Principal / Secretary to the Board) |
|  | J Grace (Vice Principal Curriculum & Attainment) |
|  | J Roscoe (Director of Curriculum and Partnerships) |
|  | P Muir (Board Administrator) |

|  |  |
| --- | --- |
|  | **WELCOME**N Lowden welcomed new Committee members and welcomed F Khan, as the new Vice President and Directors Lee Lappin: Director of Curriculum and Partnerships and Leann Crighton: Director of Student Experience to their first Teaching & Quality meeting. |
|  | **APOLOGIES**Apologies were received from Donna Fordyce, Kevin Ditcham, and the following online members: M Williamson, S Middleton, D Smith, S Stirling, H Honeyman and S Toms.  |
|  | **DECLARATIONS OF INTEREST OR CONNECTION**There were no declarations of interest or connection. |
|  | **MINUTE OF PREVIOUS MEETING**The minute of the meeting held on Wednesday 26 April 2023 was approved as an accurate record. |
|  | **MATTERS ARISING**There were no matters arising. |
|  | **CURRICULUM REPORT – EXPANDING BUSINESS** **PARTNERSHIPS**Presentation delivered by C Gibson: Business Partnership Manager for Dundee & Angus College.C Gibson highlighted the role of the team was to close the ever-growing skills gaps and labour shortages that the business community faces. C Gibson supports businesses, to access funds that may be relevant to them. Thus, creating strategic partnerships that support income generation for the college and meaningful collaboration. C Gibson provided some examples whereby the success of business partnership working enabled enriching experiences and opportunities for our existing and new students. From working with Emergency Services in delivering electric vehicle training to working in Care Groups- upskilling kitchen staff and investing in the time to create a successful commercial income for the college. These were hugely successful projects with excellent feedback from business and further plans are in place to develop these bespoke training courses. C Gibson announced they are working in partnership with NHS Tayside. As there have been challenges with recruitment and retention, the business and academic teams are developing a comprehensive CPD course to create a new level of management within the NHS, to address shortage in skills. This has created a successful and strong partnership, building a strong rapport with the college, and enhancing the student experience.S Hewitt acknowledged that building effective partnerships is one of the strategic aims of the college’s 2025 strategy that the board had previously agreed upon and these are examples of the manifestation of that agreement. L O’Donnell noted the importance of meeting the needs of the local economy – educating businesses and the need to invest in these important, growing skills for our students- which is a vital and core business of the College and the future.  C Gibson highlighted various upcoming partnerships with local clubs such as Dundee Rugby Club who are renting out the plastic pitches at Gardyne Campus and Aberdeenshire Sport whose company of Leisure and Culture are moving away from council and re-contracting the staff- potentially securing more commercial income for the College. The Committee welcomed this presentation and praised the work of C Gibson and the staff involved |
|  |  |
|  | **STUDENTS ASSOCIATION REPORT** C Ogilvie presented the report to the Committee and welcomed F Khan as the new vice president of Gardyne Campus. C Ogilvie highlighted that the Student’s Association Team have been working hard to undertake vital rep training in advance of students returning. The rep training for ELTT and Supported Education has been altered and adapted, to be inclusive of all students when recruiting reps. The Students Association Team are continuing their initiatives under the Thrive Project to support students and staff. Breakfast clubs have reopened to students, in the hope of expanding these times more frequently during the week. Various activities and events were held throughout the college, such as Future Talent- this event welcomed over 2,500 S3 pupils to engage in college life, with a talent taster opportunity. Another event, called Connect 2 (Connect 2 – your peers, college, your lecturers etc.) - saw new and returning students across all three campuses gaining an insight into college life- introducing the Dundee & Angus Students Association Team. Committee members thanked C Ogilvie for his presentation and noted the amazing work that was being carried out by Students’ Association.  |
|  | **2021/2022 NATIONAL PERFORMANCE INDICATOR COMPARISON**J Grace summarised the national performance report, highlighting the figures from 2021/22 COVID mitigation report. High number of withdrawals were noted, due to COVID restrictions at the start of the academic year. However, J Grace assured the committee the college is working closely with the student association to overcome this matter. J Grace highlighted, overall that the findings are positive, with a minority of courses removed and consolidated within the Curriculum. S Taylor summarised the National performance comparisons, with ongoing discussions with the council regarding student deferrals. In 2022/23, every college saw the impact of COVID, S Taylor highlighted the percentage of courses that meet the College’s own aspirational targets and exceed national average dropped from 64.3% of courses in 20/21 to 49%. The percentage reflecting national average performance has increased by 11.5pp from 10.5% while the percentage not achieving national average has increased by 9pp to 29% of courses. The overall performance indicator Success Completion Rate across all modes and levels for D&A in 2019/20 is 72.3% against a national rate of 70.1%. The findings reflect a positive outlook on the Sector. N Lowden highlighted the outstanding performance of the college and praised the report.   |
|  | **SQA EXAMS ATTAINTMENT**J Grace summarised the SQA Exams attainment report for information only. Overall, the higher pass rate has increased from 74.4% in 2022 to 76.5%, with the National 5 pass rate reduced significantly, with a 10-point drop in the Math’s pass rate. Although there is scrutiny around attainment, J Grace stated they are looking at ways to improve the SQA attainment statistics- with the possibility of moving away from national qualifications and focusing primarily on Math’s and English core. The proportion of A Grades at National 5, having already dropped to 32.3% in 2022 has decreased by a further 15.4 points to only 16.9%. The percentage of passes at Grade B also dropped 2 points to 25.4% with a small increase at Grade C (from 22.6% to 23.9%)S Middleton congratulated the exam passes, however, raised her concerns around the National 5, decline rate- asking if there were any mitigating factors that contributed towards this. J Grace highlighted the areas of concern around the decline in National 5 Math’s and are liaising with articulation as appropriate. |
| **10.** | **SPRING 2023 LEARNER SATISFATION SURVEY** S Taylor highlighted this report is for information only. The Dundee & Angus college Spring leaver survey was issued by the quality team to ascertain levels of student satisfaction. The survey was open for 7 weeks with over 2,724 responses collated. S Taylor summarised the survey and outcomes, identifying where students have scored low, with ongoing discussions amongst Directors, Curriculum, and Quality to improve and maintain the satisfaction rate of the College.N Lowden highlighted the strengths of the survey- in providing an overview and ability to read specific comments and the importance of students feeling welcomed by the college. The committee praised the report. |
|  | **VP CURRICULUM & PARTNERSHIPS REPORT**J Grace presented the report for noting.Despite an ongoing decline in full-time applications, there are currently 4,200 students enrolled on the 2023-24 full time courses, which is 175 fewer students than 2022-23. J Grace highlighted the recruitment to full-time courses remains a challenge, with a significant increase (5.5%) in young people aged 16-19 moving into employment rather than progressing to FE or HE. J Grace stated that although there has been a decline in courses, this has not impacted on the students.J Grace highlighted various activities and sessions developed to help new students settle into college life, such as Connect2D&A- almost 1,300 full-time applicants were welcomed onto campus for the sessions. These sessions provided applicants with further insight into their chosen course- the feedback from the events was extremely positive. In addition to this, another partnership report flourishing is the ‘Promoting Positive Behaviour’ cross college group, based on Paul Dix’s methodology, which continues to make good progress. Students were asked what the five college values meant to them and which behaviours they associated with these values. Findings offered an insight into how students feel about their own and others’ behaviours and the culture they want to see D&A college. Their views reinforced that visible consistency is key. This has resulted in seeking consistent approaches, such as My Progress, which is a monitoring system designed for both staff and students. N Lowden praised the report.  |
|  | **STRATEGIC RISK REGISTER**There strategic risk register was noted and there were no changes proposed to the risks allocated to the Committee.S Taylor highlighted the impact of ASOS- Action taking by academic staff- not putting the results into the system, withholding from staff. Sharing some on HR strategic. Small proportion 1.3%, work ongoing with discussions and staff- Huge amount of work completed over summer to make sure students were disadvantaged. Working with universities and that students aren’t impacted. Allowing students to progress even without the results inputted. On the other hand, there was a type error highlighted in the Strategic Risk Register with the year 2022, as opposed to 2023. **S Taylor to progress this.** |
|  | **LT&Q METRICS** The range of LT&Q metrics were noted. |
|  | **DATE OF NEXT MEETING**Wednesday 1 November 2023, Kingsway Campus, Room A625. |

|  |  |  |
| --- | --- | --- |
| **Action Point Summary** |  |  |
| **Action** | **Responsibility** | **Date** |
| Type error made on Strategic Risk Register 2022.  |  S Taylor  | 01 November 2023 |