# logo_colourBOARD OF MANAGEMENT

**Learning, Teaching and Quality Committee**

**Wednesday 26 April 2023**

***Draft***

Minute of the Learning, Teaching and Quality Committee meeting held on Wednesday 26 April 2023 at 5.00pm in Room A625 Kingsway campus and via Microsoft Teams.

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| **PRESENT:** | M Williamson  | A Monks |
|  | L O’Donnell | D Smith |
|  | K Ditcham | S Stirling |
|  | N Lowden | S Hewitt |

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

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|  | **WELCOME**M Williamson welcomed Committee members and welcomed D Smith as the new Academic Staff board member.  |
|  | **APOLOGIES**Apologies were received from H Honeyman, S Middleton, J Carnegie, and L Strukanova.  |
|  | **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 8 February 2023 was approved as an accurate record. |
|  | **MATTERS ARISING**There were no matters arising. |
|  | **CURRICULUM REPORT- CURRICULUM PLANNING FOR A MORE SUSTAINABLE COLLEGE** J Grace presented the Curriculum Report, highlighting the range of national reviews that impact the College. The report highlighted various demographic changes in Scotland, which have resulted in dramatic workforce changes, whilst impacting negatively on full-time recruitment, these changes had also presented newer and positive opportunities within the College. J Grace highlighted that there had been a 15% reduction in full time College enrolments over the past 2 years. To overcome this reduction, there have been portfolio changes including increasing apprenticeship numbers, new curriculum opportunities and the creation of new career pathways for the region to achieve activity targets. The underpinning principles used to inform changes (and reductions) in curriculum were outlined and j Grace explained the current consultation being progressed as part of the savings plan. M Williamson asked if Covid had an impact on the school’s curriculum or demand within the College. J Grace noted that the direct Covid impact had now past, but there were challenges around mental health, behaviours, and lack of engagement on a similar basis to that being experienced within schools. N Lowden highlighted the collaboration work within the schools of improving the attainment gap. K Ditcham highlighted the meta-skills element within the curriculum and asked how this was being developed. J Grace noted that this was embedded within every qualification and was not delivered as a separate skill set. It was noted that a key role for staff was to support students to signpost and identify their meta skills to help them to develop or learn new skills as part of the curriculum. J Grace highlighted that the D&A Business Engagement portfolio was also under review to enhance the offer available and increase participation from those 24+ and in work. Feedback from this engagement has been positive and J Grace noted that some of this would be covered in the recent partnership audit report to be discussed and reviewed at the next Audit and Risk Committee meeting. M Williamson thanked J Grace for her presentation and commented on the great work being undertaken and the confidence this gave around managed change.  |
|  | **STUDENTS ASSOCIATION REPORT**A Monks presented the report presentation to the Committee.A Monks welcomed Colin Ogilvie back as a full-time Student’s Association Assistant- supporting all DASA’s (Dundee & Angus Students Association) events and activities. 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.The 2023 Student elections were taking place, with results to be announced later that week. A live Q&A was available for students to chat to candidates about their manifestos and plans if elected. The Students Association are continuing their initiatives under the Thrive Project to support students and staff including DASA opening Thrive shops on each campus. These were supported by student volunteers and students from Supported education courses who were using the shops as experience for their work placement/volunteer units. 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.  |
|  | **VP CURRICULUM & ATTAINTMENT REPORT**J Grace presented the report for noting. J Roscoe highlighted the Skills Development Scotland work with various drop-in sessions, offering academic pathways and direction for students. The Curriculum team have delivered intense sessions for students to make them feel supported and confident in achieving their results- this was received positively. J Roscoe highlighted that the health and social care team had been successful in their bid to lead the NHS Pathways pilot for the Tayside region. Four schools have been identified for the pilot. The innovative programme is aimed at Senior Phase learners and will provide them with access to careers within the NHS through further College study or apprenticeships. S Toms highlighted the engagement with businesses and social media to build awareness and generate demand. The Marketing team had been working closely with the Curriculum and Business Partnership team and have developed a new brand and logo for the range of courses. S Toms noted the Business Partnerships team achieved the Flexible Workforce Development Fund (FWDF) targets and funding allocated by the SFC (Scottish Funding Council) and had requested additional funding to meet the waiting list of businesses who wish to access training. S Toms highlighted that the Skills Development Scotland has not yet issued contracts for the Modern Apprenticeship Allocations for 2023-24. This was causing significant concerns about workforce recruitment for employers across all sectors. M Williamson praised the approach developed for the new marketing programme and asked if the NHS programme would be open to a wider group of students in the future. J Roscoe confirmed that additional options covering different SCQF levels were planned following evaluation of the initial pilot. |
|  | **STRATEGIC RISK REGISTER**There strategic risk register was noted and there no changes proposed to the risks allocated to the Committee. |
|  | **LT&Q METRICS** The range of LT&Q metrics were noted. |
|  | **DATE OF NEXT MEETING**Wednesday 13 September 2023, Kingsway Campus, Room A625 |

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| **Action Point Summary** |  |  |
| **Action** | **Responsibility** | **Date** |
| No action points noted |  |  |