

BOARD OF MANAGEMENT



Learning, Teaching and Quality Committee

Wednesday 12th November 2025 at 5.00pm **Room K-TO-624, Kingsway Campus** (MS Teams option available)

Minute of the Learning, Teaching and Quality Committee meeting held on Wednesday 12th November 2025 at 5.00pm in Room K-TO-624 Kingsway Campus and via Microsoft Teams.

PRESENT:

Neil Lowden	Simon Hewitt
Adele Lawrence	Connor Pithie
Stephen Oakley	Laurie O'Donnell
Ged Bell	Colin Smith
Kirstin Marsh	Sally Middleton

IN ATTENDANCE: Steve Taylor (Vice Principal / Secretary to the Board)
Julie Grace (Vice Principal Curriculum and Partnerships)
Jane Roscoe, Lee Lapin & Steph Toms (Directors of Curriculum & Partnerships)
Leann Crichton (Director of Student Experience)
Megan MacQueen (Executive Coordinator)

1. WELCOME

Neil Lowden opened the meeting by welcoming all board members to the LTQ Committee. He expressed his thanks to M MacQueen for stepping in to cover board duties during the absence of P. Muir, who is currently on maternity leave. Congratulations were extended to P. Muir.

2. APOLOGIES

Apologies received from K McIntosh and D Smith.

3. DECLARATIONS OF INTEREST & CONNECTION

There are no declarations of interest or connection.

4. MINUTE OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 27th August were approved. Steph will provide an update regarding SQA data and share the relevant figures, including NQ Day One outcomes, as detailed at the end of this minute.

5. MATTERS ARISING

There were no matters arising.

6. CURRICULUM REPORT – PROMOTING POSITIVE MASCULINITY

L Lappin provided an update on the ongoing work to promote positive masculinity within the curriculum. This initiative primarily impacts the engineering, building services, construction, and computing areas.

The Computing team has taken a proactive approach by embedding this theme into their learning and teaching practices for the current academic year.

H Honeyman highlighted the importance of storytelling in reducing stigma and noted the powerful impact this approach can have. The DASA team shared that they offer mental wellbeing activities such as 'colouring in' sessions as a form of detox for students; however, male students often feel reluctant to participate due to peer perceptions.

L O'Donnell commended the progress made on this project, while S Oakley suggested exploring whether this initiative could be linked to course portfolios. J Grace emphasised that cultural change among staff is the starting point for success.

N Lowden queried the nature of investment required—whether it is primarily time and training or financial resources. Lee confirmed that initial financial investment was made to bring in guest speakers, but the current focus is on utilising existing tools and resources within teams.

The Committee thanked L Lappin for a comprehensive presentation.

7. STUDENTS' ASSOCIATION REPORT

C Pithie and A Lawrence presented a comprehensive update on Student Association activities. Inductions were successfully delivered across three campuses, engaging with over 1,120 students and involving more than 15 departments. Staff feedback was positive, noting the dynamic and interactive approach adopted by DASA, which replaced traditional presentations with quizzes and games. Student feedback averaged 4.75 out of 5 stars.

Class representative engagement has been strong, with 280 registered and 170 trained so far, spanning 16 departments. A new dashboard has been introduced to improve communication and make class rep information more interactive. Students appreciated quieter rooms for training and expressed interest in continuing team-building exercises.

The partnership with TQEF was discussed, and class rep recruitment will remain open until December 2025 to allow for mop-up training sessions. The learner survey achieved high engagement and results will be presented at the next LTQ meeting. Additionally, over 450 student interactions occurred during lunchtime activities and club events.

The Student Association also highlighted their advocacy efforts as part of the Fighting for our Future campaign, including sending 32 letters to cabinet ministers and MSPs to emphasise the need for college funding.

The update and on-going work of DASA was commended by the Committee.

8. CURRICULUM PLANNING FOR A MORE SUSTAINABLE COLLEGE

J Grace presented a paper outlining strategic curriculum planning, considering significant financial constraints happening within the College currently and following 2023 funding cuts.

Key proposals include streamlining school-college partnerships due to increased competition from schools and scaling back on national qualifications, while retaining National 5 Mathematics and Higher English. The sports and fitness portfolio is under review, with consolidation proposed.

Following a query from S Middleton, J Grace clarified that not all sports courses are being cut, addressing misconceptions in community partners. S Taylor reiterated that all changes are currently proposals and will be communicated thoroughly once finalised.

H Honeyman queried the impact on facilities used for Dance and whether Gardyne Theatre would be affected. L Lappin confirmed that the theatre and studios will continue to serve curriculum, community and commercial offers.

G Bell expressed appreciation for the team's efforts and asked about anticipated reduction in terms of credits. J Grace noted that final figures are not yet available but the proposals would fit within the credit tolerance threshold to avoid the risk of funds being clawed back. S Hewitt added that the current credit model is problematic. L Crichton reported that recruitment has been maximised this year and early retention figures are promising, which will positively influence credit targets.

N Lowden highlighted that he had a connection but was not directly involved and asked about the Saltire Centre lease. S Hewitt confirmed that rising lease costs make it unsustainable and that alternative options are being explored with Angus Council. Further discussions will follow.

The committee also discussed the current credit model, noting that students must attend 25% of a course for any funding to be awarded.

9. 2025/26 PERFORMANCE INDICATOR REPORT

S Taylor summarised the Performance Indicator report, which focused on detailed analysis and reflection. Courses performing below national averages undergo evaluation through the Successful Outcome Action Report (SOAR) process. Sixteen courses currently fall below benchmarks and are being considered for discontinuation.

10. CURRICULUM AND PARTNERSHIPS REPORT

L Crichton introduced the report and provided an update on ongoing partnership work, including collaboration with Abertay University to meet entry target requirements. Over 80 community partners participated in Freshers events. The College is developing an in-house student funding system, which presents significant challenges but remains on track for testing in the new year. S Oakley queried whether the REMS would be used for student funding and it was clarified that this would not progress due to a commercial decision by CIVICA not to invest in a student funding product for the Scottish market. It was confirmed that the College was not charged for any part of this product.

N Lowden asked about the free CPD activity offered through the Elevate programme; L Lappin confirmed that one member from each academic team has been invited, with strong engagement so far. The programme will officially launch in January, and L Lappin will provide an update at a future meeting. **S Taylor to progress.**

J Grace noted that Graduation photos were highlighted in the report, as a powerful reminder of the College's impact on students.

11. STRATEGIC RISK REGISTER

The Strategic Risk Register was noted and no changes to the risks delegated to the Committee were proposed. N Lowden asked whether further consideration should be given to any risks, given the ongoing savings plan. S Taylor noted that this could impact on risk 1.1 (failure to meet regional needs) but the overall impact of the savings was <2% of all activity and the discussion under item 8 had highlighted how this impact was being minimised.

S Hewitt noted that portfolio decisions remain challenging but are being managed.

12. LTQ METRICS

Metrics were presented for noting, including SFC funding targets. S Oakley asked about the framework, and discussions are ongoing with the SFC outcome agreement manager, given that formal outcome agreements are no longer in place.

S Taylor summarised the arrangement in place through the Outcome Framework and Assurance Measure (OFAM) arrangements now in place.

13. DATE OF NEXT MEETING

Wednesday 11 February 2026, Room K-TO-624, Kingsway Campus

Action Point Summary

Action	Responsibility	Date
Update on progress and impact of the Elevate Project to be provided to a future meeting	S Taylor / L Lappin	13 May 2026

Awar d	Subject	App s	Enrolle d	Withdraw al	Examine d	Pas s A	Pas s B	Pas s C	Fai l D	No Awar d	Pas s	Fail/N o Award	Pass % of enrolle d	Pass % of examine d	2024 Pass Rate	2023 Pass Rate	Chang e in Pass rate (points)
Highe r	Chemistry	27	14	6	8	0	5	1	1	1	6	2	43%	75.0%	92.9 %	75.0%	-17.9%
Highe r	English	71	50	27	23	6	11	3	3	0	20	3	40%	87.0%	84.4 %	92.6%	2.6%
Highe r	Human Biology	33	17	1	16	3	6	3	2	2	12	4	71%	75.0%	53.3 %	90.9%	21.7%
Highe r	Mathematic s	36	20	8	12	2	2	2	2	4	6	6	30%	50.0%	70.0 %	100.0 %	-20.0%
Highe r	Psychology	27	27	1	26	5	7	8	5	1	20	6	74%	76.9%	85.0 %	68.8%	-8.1%
Nat 5	Biology	47	15	11	11	6	2	1	0	2	9	2	60%	81.8%	80.0 %		1.8%
Nat 5	English	46	22	9	13	5	3	4	1	0	12	1	55%	92.3%	88.9 %	100.0 %	3.4%
Nat 5	Mathematic s	107	69	36	33	7	11	11	1	3	29	4	42%	87.9%	71.4 %	75.0%	16.5%
Nat 5	Psychology	31	31	1	30	7	8	11	1	3	26	4	84%	86.7%	69.2 %	52.6%	17.4%