

Board of Management

Minute of Meeting of the Learning and Teaching Committee of the Board of Management of Dumfries and Galloway College held on Tuesday 7 October 2014 from 2.00 pm in Room 1043, Dumfries campus

Present: D Holland, Chair
J Henderson, Board Member
K Henry, Board Member
S Glendinning, Student Member
Claire Davies, Student Member
C Turnbull, Principal

In Attendance: R Anderson, Academic Staff Representative
D Patterson, Academic Staff Representative
J Maginess, Academic Staff Representative (Stranraer)
A Wright, Vice Principal (Learning and Skills)
J Brown, Vice Principal (Corporate Services and Governance) and Secretary to the Board
S Sutherland, Executive Team Assistant

Observing: J Goldie, Board Member

- **Presentation:** Faculty of Business, Computing and Creative Industries – Iain Hawker, Head of Faculty

The Committee welcomed a comprehensive presentation which prompted discussion on many of the challenges facing the College, and those particular to this Faculty.

1 Apologies for Absence

Apologies for absence were intimated on behalf of C Grant and K Somerville.

2 Declaration of interest

Members agreed to indicate declarations of interest as appropriate throughout the meeting.

3 Minute of Previous Meeting

The Minute of the Quality and Curriculum Committee held on 14 May 2014 was approved.

4 Matters Arising

None.

5 Key Performance Indicators

The Vice Principal Corporate Services and Governance (VPCSG) spoke to the report which had been issued.

The Committee noted that the College had achieved its WSUMs target for 2013/14, and the changing profile with HE course enrolments rising, and FE enrolments falling at Stranraer. The meeting discussed the Commission for developing Scotland's young workforce and the College's continuing work with schools.

The Principal reported that for the first time in many years, two HNC classes had formed at Stranraer, and that two HNC Social care students had achieved their qualification by wholly online study.

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Members also welcomed the improvement in student retention and outcomes, and that the Principal had challenged staff to increase by a further 2% above the Outcome Agreement target for 2014/15.

6 Draft Annual Self Evaluation Report 2013-14

The VPCSG spoke to the draft report which was tabled explaining that the Scottish Funding Council required each college to provide an annual report, endorsed by the governing body, describing the impact, nature and outcomes of college led quality review activities. She apologised that the report had not been available prior to the meeting but the College only received notification in late August that the deadline for the report moving to end of October, previously end of December.

Following discussion, the Committee recommended the report to the Board, confirming that the college had: improved the retention and achievement rates where they were found to be low, through a range of proactive interventions and changes to processes; had continued to improve the effectiveness of arrangements to engage learners in enhancing their own learning; and developed new mechanisms and revised existing arrangements to fully engage staff in quality enhancement activities in the development and planning of high quality learning and teaching approaches.

7 Students Association

7.1 SA President's Update

Sam Glendinning, SA President advised on Student Association activities, and introduced the Committee to Claire Davies, Vice President, who had been elected that morning. He advised on a strong executive membership of 17 in Dumfries and 8 in Stranraer, with elections for the four Officer posts to take place after the October break.

7.2 SA Developments

The VPCSG reported that the funding allocated to the College to support student engagement was being used to pay the SA President and Vice President (Stranraer) two days per week. The College was also in the process of recruiting a full time Development Officer on a 16 month contract to assist with developing plans to achieve a sustainable student association. It was hoped that this may address the continuity issues of a student population who may only be at college one or two years, which is always a major challenge.

8 Sports Development Officer

The Vice Principal, Learning and Skills advised that this development was progressing.

9 Any Other Business

None

10 Date and Time of Next Meeting

The next meeting of the Learning and Teaching Committee would take place on 16 December 2014 at 2.00 pm.