

Learning & Teaching Committee

Status: Approved

MINUTE OF MEETING HELD ON 16 FEBRUARY 2021 AT 14:00hrs
REMOTELY VIA MS TEAMS

Present	
Delia Holland (Chair)	Ian White
	Sue Livermore
Amy Farley	Naomi Johnson
Robbie Thomas	
	Robert Orr
Ann Hill	Joanna Campbell
In Attendance	
Lorraine Grierson	
Douglas Dickson	Phil Storrier
Alex Elkins (Note Taker)	Margaret Rose Livingstone
Gillian Pearce	Paula Hainey
Peter Woods	Janet Weir
Apologies for absence	
Bronwyn Brown	

Item 1	Welcome and Apologies for Absence		
Paper No: Verbal	Lead: D. Holland	Action Requested	Note
Discussion	The Chair welcomed everyone to the meeting, in particular new members, Robbie Thomas and Ann Hill and guest Margaret Rose Livingstone, HMI Inspector. Margaret Rose Livingstone gave a short introduction updating the Committee of her role within Education Scotland. It was noted that during the recruitment of a permanent Chair, Delia Holland would act as Interim Chair of the Committee. Phil Storrier and Janet Weir gave a short introduction of their roles within the College for the benefit of some attendees who had been absent at the last meeting. Apologies had been received from Bronwyn Brown. L Grierson confirmed the meeting was quorate.		
Decision/Action	None required.		

Item 2	Declaration of Interest		
Paper No: Verbal	Lead: D. Holland	Action Requested	Note
Discussion	Members agreed to indicate declarations of interest as appropriate throughout the meeting.		
Decision/Action	None required.		

Item 3	Minute of the last meeting held on 17 November 2020		
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Paper No: L&T16.02-A	Lead: D. Holland	Action Requested	Note
Discussion	It was highlighted that the date on page 1 was incorrect.		
Decision/Action	ACTION: - Lorraine Grierson will amend Page 1 – Date change, 22 November 2020 to be amended to show 17 November 2020. The minute was approved subject to the change discussed.		

Item 3.1	Action Log		
Paper No: L&T16.02-B	Lead: D. Holland	Action Requested	Note
Discussion	It was stated that the action at item 4 had been completed and the name 'Wobble Room' had been changed to 'The Common Room'. Amy Farley informed the Committee of the 'Common Room' activities which had taken place.		
Decision/Action	The Committee noted the Action Log.		

Item 4	Matters Arising not on the Agenda		
Paper No: Verbal	Lead: D. Holland	Action Requested	Note
Discussion	No matters were noted.		
Decision/Action	None required.		

Item 5	HMI Introduction and Update		
Paper No: Verbal	Lead: M.R. Livingstone	Action Requested	Note
Discussion	This item was discussed at item 1 on the agenda.		
Decision/Action	None required.		

Item 6	COVID-19 Update		
Paper No: Verbal	Lead: D. Dickson	Action Requested	Discussion
Discussion	<p>The VP, Learning Skills and student Experience shared a short presentation.</p> <p>Slide 1 – Data in relation to early withdrawal and further withdrawal was provided showing an increase overall compared to AY 20/21.</p> <p>Slide 2 – Activity in relation to the ongoing work with SQA was reported and the risk regarding the impact of deferred students was discussed.</p> <p>Slide 3 – Activity in relation to the changes in Curriculum Delivery was provided.</p> <p>The Committee were informed that a ministerial taskforce had been set up and discussions had begun to investigate a variety of scenarios for the College sector whilst considering student success, progression, and financial impact. It was noted that remote working would likely continue.</p> <p>A question was asked if student withdrawals had resulted directly due to ICT issues. The Committee were informed that issues with connectivity had been the greatest problem reported by students and the College was continuing to highlight this matter through appropriate channels to members of parliament.</p> <p>A discussion took place around the recent motion of no confidence regarding the SQA and Education Scotland by William Rennie and the potential impact this may have on the college sector. Some of the challenges with awarding bodies were highlighted and</p>		

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	it was suggested that deferred students should remain a focus for the college to reduce risks.
	The Chair thanked the Senior Leadership Team for the work which had been undertaken with awarding bodies throughout the pandemic.
Decision/Action	ACTION: - Alex Elkins would circulate the slide deck to all attendees.

Item 7	Output of the Curriculum Plan		
Paper No: L&T16.02-C	Lead: D. Dickson	Action Requested	Discussion
Discussion	Confidential – Board Members only		
Decision/Action			

Item 8	Independent Commissioners Report: The College of the Future		
Paper No: L&T16.02-D	Lead: D. Dickson	Action Requested	Discussion
Discussion	<p>The Committee discussed the 'College of the Future' report first published in 2019. The report had provided a number of recommendations regarding reforms to the College sector and the Royal Society of Edinburgh (RSE) had been commissioned to focus on the tertiary education system.</p> <p>Board of Management member Ann Hill, provided a verbal update stating that she had accepted an invitation from the Principal to join the RSE working group entitled 'Tertiary Education Future's. The findings of the group would ultimately report to the Scottish Affairs Committee and the SFC. The group had met for the first time in December 2020 when it was agreed to establish a number of sub-groups to support the project. Following this, a proposal to formulate a pilot project at Dumfries and Galloway College was developed. The Principal welcomed the proposal and recommended the pilot project to the Committee also stating that the project had been reported through the Convention of the South of Scotland.</p> <p>Following discussion, the Committee approved the introduction of the pilot project and welcomed the opportunity for Board members to contribute to the project and similar activity in the future.</p> <p>One member highlighted a concern relating to the role of further education in supporting vulnerable members of the community and support provided by the FE sector to students with lower attainment in the tertiary model. Reassurance was given that vulnerable groups would not be overlooked.</p>		
Decision/Action	The Committee approved the introduction of the pilot project, an update would be provided to the L&T Committee.		

Item 9	ROA/ Evaluation Report		
Paper No: L&T16.02-E	Lead: D. Dickson	Action Requested	Note
Discussion	Confidential – Board Members only		
Decision/Action	The Committee noted the report.		

Item 10	Student Engagement Update		
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Paper No: L&T16.02-F	Lead: P. Storrier	Action Requested	Note
Discussion	<p>An update was provided on the activity relating to student engagement and the outcome of a recent pulse survey. Overall, responses had been positive, and feedback had identified two priority actions: providing IT devices and access to suitable learning spaces for students within the Campus. Class rep feedback and attendance had been positive, and a broad range of issues had been discussed at recent meetings.</p> <p>Further focus on the learning and teaching experience had been the focus of a further survey distributed in block 2 which had utilised the 'Sparqs' toolkit and circulated through student and staff groups. It was stated that a 'class' delivery approach would be implemented with an aim to improve response rates.</p>		
Decision/Action	The Committee noted the report.		

Item 11	College Leavers/Destination Update		
Paper No: L&T16.02-G	Lead: P. Storrier	Action Requested	Note
Discussion	<p>The report outlined the College Leaver Destinations (CLD) for Dumfries and Galloway College giving comparisons to the National sector for academic year 2018-19 as published by the Scottish Funding Council (SFC). It was stated that Skills Development Scotland had provided labour market information and a new regional economic group had been set up to look at a Regional Strategy and a report would be provided to the Committee in the future.</p> <p>A discussion around the importance of CLD data took place and it was noted that the development of a College alumni would be explored. The Committee were informed that CLD data had been utilised by some areas in the curriculum to tailor delivery and would be effective in developing effective marketing strategies.</p>		
Decision/Action	The Committee noted the report and an update would be provided.		

Item 12	DYW Update		
Paper No: L&T16.02-H	Lead: J. Weir	Action Requested	Note
Discussion	Confidential – Board Members only		
Decision/Action	The Committee noted the report		

Item 13	Tertiary Education Update		
Paper No: Verbal	Lead: A. Hill	Action Requested	Note
Decision/Action	This item was discussed at item 8 .		

Item 14	Student Association Update		
Paper No: L&T16.02-I	Lead: B. Brown /P. Storrier	Action Requested	Note
Discussion	<p>The Student Association Vice President spoke to the report highlighting the development of 'Project Indigo' and outlined the 3 sub projects: - 'Project Me', 'Project Let's Get Greener' and 'Project Understanding and ties'. Each project had been sponsored by a member of the Executive Leadership Team. A range of activities had been undertaken and it was reported that a Christmas Wellbeing Calendar had</p>		

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Decision/Action	<p>recorded 676 views on Christmas day and social media campaigns over the festive season had reached 2073 overall. The NUS had made recognition of this work as an example of good practice. It was reported that some planned SA activity had been impacted by the pandemic. It was also noted that addressing the priorities previously identified in the NUS enhancement plan would continue to be a focus for the SA with significant progress reported on many actions.</p> <p>The Committee was informed that incidents relating to mental health had been reported anecdotally, and there had been a willingness among students to acknowledge mental health. An increase in interest in training to support mental health was reported. Some issues relating to isolation had been reported and the College had provided additional support to those students affected. In addition, homeless students and those 'at risk' had been identified and monitored through the Student Advice Service with one specialist staff member providing support for care experience students. A new welfare referral system was in development.</p> <p>The Committee commended the SA on the activity reported and the positive feedback received from the NUS.</p> <p>The Committee noted the report.</p>
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Janet Weir left the meeting 15.47

Item 15	Sparqs Toolkit		
Paper No: Verbal	Lead: M.R Livingstone	Action Requested	Note
Discussion	<p>Margaret Rose Livingstone informed the Committee that Education Scotland had developed the Sparqs toolkit for Colleges. It was aimed at supporting student engagement and gathering evidence for evaluation. Dumfries and Galloway College had utilised the toolkit extensively and had been invited to contribute to a forthcoming webinar. A submission for the Scottish Education Awards was also suggested.</p> <p>The Committee thanked Margaret Rose Livingstone for the update.</p>		
Decision/Action	The Committee noted the update.		

Item 16	Strategic Risk Register		
Paper No: L&T16.02-J	Lead: L. Grierson	Action Requested	Discussion
Discussion	<p>The Secretary to the Board spoke to the Strategic Risk Register, reporting on the risks pertinent to the Audit Committee and stated that the risks had remained unchanged from the last meeting.</p> <p>Item 3. 6 risk - Failure to achieve highest academic performance was discussed and the Committee agreed to recommend increasing the level of risk.</p>		
Decision/Action	ACTION: - Lorraine Grierson will liaise with members of ELT to seek approval for the change to the risk Item 3.6 and a further update would be provided to the Committee.		

Item 17	Student Experience Strategy and KPIs		
Paper No: L&T16.02-K	Lead: L. Grierson/D. Dickson	Action Requested	Approval
Discussion	Confidential – Board Members only		

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Decision/Action **The Committee approved the Student Experience Strategy and KPIs.**

Item 18	Any Other Business		
Verbal	Lead: D. Holland	Action Requested	Note
Discussion	The Committee was informed that EIS FELA had balloted members in relation to strike action over a national issue relating to instructors. The outcome of the ballot would be provided to the Committee.		
Decision/Action	None required.		

The date of the next Learning and Teaching Committee meeting would take place on 25 May 2021.