

**Minutes of the Learning and Teaching Committee Meeting
held in the Ayr Campus
on Wednesday 11 December 2013 at 5.30 pm**

Present: Carol Kirk (Chair)
Barbara Graham (Vice Chair)
Kathryn Cole
Bill Costley
Steven Fegan
Marie Macklin

In attendance: Bernadette McGuire
Michael Breen
Helen Canning
Elaine Hutton
Julie Maxwell
Jane McKie
Gavin Murray
Carol Nisbet
Mary Palmer
Holly Elliott (Minutes)

1 Welcome and Introductions

C Kirk welcomed everyone to the second meeting of the Learning and Teaching Committee for Ayrshire College with new members B Costley and M Macklin attending their first.

2 Apologies

Apologies were received from H Dunk, J Galbraith and T Wallace.

3 Declarations of Interest

There were no declarations of interest.

4 Minutes from the Meeting held 23 October 2013 (Paper 1)

The minutes from the meeting held 23 October 2013 in Kilwinning Campus were approved.

5 Matters Arising

Chaplaincy Teams - B Graham enquired if the College had received any interest from North and South Ayrshire Chaplaincy Teams to set up a similar team in Ayr and Kilwinning campuses.

J McKie advised the College were no further forward. C Kirk advised she had a potential Kilwinning contact which she would pass on.

Action: C Kirk to pass on potential Chaplaincy Team Kilwinning contact

6 WSUMs Position as at 28 November 2013 (Paper 2)

As this was the first Learning and Teaching Committee that B Costley and M Macklin are attending it was agreed it would be helpful for B McGuire to give a brief description of a Weighted Student Units of Measurement (WSUMs) and how the Scottish Funding Council (SFC) allocate the funding.

B McGuire advised that she would be more than happy to meet with B Costley and M Macklin outwith the Committee to assist with any questions they may have.

B McGuire presented Paper 2 updating the Committee regarding the 2013-14 WSUMs position as at 28 November 2013.

The total SFC WSUMs target for 2013-14 was 183,269 which is 14.8% higher than 2012-13. It was also noted that although the WSUMs level has increased the price for each WSUM continues to be reduced.

Discussions took place regarding the delivery of Extended Learning Support (ELS) activity across Ayrshire. B McGuire highlighted that changes had been made to the model for ELS within North Ayrshire. This change reflects a reduction in ELS within this Campus.

There was discussions around the reduction of ELS WSUMs and its reflection of the demographic of the community. B McGuire explained current issues with student recruitment in North Ayrshire and concerns about the ELS model. It was anticipated that ELS would increase as positive engagement with the community and stakeholders increased.

B McGuire noted that the College was in a positive position and that there would be WSUMs available for January starts.

The Committee noted the WSUMs position as at 28 November 2013.

7 Draft Curriculum Delivery Plan 2014-15 (Paper 3)

B McGuire delivered a presentation to support Paper 3 on the Curriculum Delivery Plan for 2014-15 highlighting the vision for an Ayrshire classroom, the Outcome Agreement and the CDP process and criteria.

Lengthy discussions took place following the presentation and B McGuire answered any questions that members had.

B McGuire advised that a robust cross College approach had been undertaken to develop the CDP for 2014-15 which involved staff, students and key stakeholders.

The matter of Awarding Bodies was raised and Directors discussed engagement with City & Guilds and the excellent standard of support materials.

The Student Association Vice Presidents highlighted that there had been very positive engagement with the CDP process and were excited about 2014-15 for students.

It was agreed that although there were challenges ahead it was also a very positive time for Ayrshire College and for 2014-15.

The Committee approved the CDP for 2014-15 and recommended that it be taken to the Board of Management.

8 Date of Next Meeting

The next meeting of the Learning and Teaching Committee will take place on Wednesday 19 March 2014 at 5.30 pm in the Kilmarnock Campus.

Signed by the Vice Chair _____

Date: 19.03.14