

**Minute of the Learning & Teaching  
Committee Meeting  
Held at the Ayr Campus,  
On Thursday 17 December 2015**



**Present:** Barbara Graham (Chair)  
Angela Alexander  
Holly Bates  
Nicki Beveridge  
Julie Bradley  
Heather Dunk  
Alan McGregor  
Juliana Pyper-McFarlane

**In attendance:** Brendan Ferguson (Board Secretary)  
Michael Breen (VP)  
Helen Canning (Director, Student Services)  
Jackie Galbraith (VP)  
Elaine Hutton (Director, Creative)  
Julie Maxwell (Director, Care, Education & Sport & Fitness)  
Michael McHugh (Director, Quality Enhancement)  
Jane McKie (VP)  
Gavin Murray (Director, STEM)  
Carol Nisbet (Director, Access & Inclusion)

## **1 Welcome and Declarations of Interest**

The Chair welcomed everyone to the meeting. There were no declarations of interest.

The Chair reminded members that this meeting represented the re-scheduling of that postponed from 26 November 2015. As this meeting was taking place immediately prior to the scheduled meeting of the Board of Management, the agenda would be confined largely to those items requiring consideration by this Committee before being received by the Board. Other items, not considered at this meeting, would be on the agenda of the next scheduled meeting of the Committee in February 2016.

## **2 Apologies**

Apologies were received from committee members: Bill Costley and Tom Wallace; from EMT members Bernadette McGuire and Donna Vallance; and from Directors Moira Birtwistle and Stuart Millar.

### **3 Minute of the Previous Meeting held on 2 June 2015 (Paper 1)**

The minutes were approved as a correct record.

Proposed: Alan McGregor

Seconded: Julie Bradley

### **4 Matters Arising**

Page 2, Item 6; Course Leaver Destination Survey: A McGregor asked what progress was being made in terms of disaggregating those learners who were leaving the College as opposed to those who were moving on to further learning within the College. The Chair added that there were other presentational changes which also could be implemented such as disaggregating those withdrawals who were leaving the college to enter employment.

**Action: M Breen/ J Galbraith to co-ordinate a small working group to further consider the presentation of the course leaver destination survey data in light of the above discussion, with a view to reporting back to the Committee later this academic year.**

### **5 2016/17 Draft Curriculum Delivery Plan (CDP) (Presentation/Paper2)**

M Breen took members through a presentation on the preparation and content of the proposed CDP 2016/17. A number of probing questions were asked both during and after the presentation, all of which received satisfactory and informative responses. In particular members welcomed the preparation of a demand-led curriculum and the key objectives outlined and contained therein.

**Committee members welcomed the presentation received and the content of Paper 2. The Committee approved the proposed 2016/17 CDP and were pleased to commend it to the Board for approval.**

### **6 Draft Quality Report**

J Galbraith introduced the above draft, which was described as a work in preparation. Although the report was still at the draft stage, the Committee was impressed by the progress being made by the partnership approach, as evidenced in the report, and by the content and information contained within the report's format.

In response to a question on who constituted the target audience for the Quality Report, J Galbraith replied that it would be the College Principals, the College Sector and the wider group of stakeholders. In terms of the performance aspect of the report, SFC and the Scottish Government would take a particular interest.

H Dunk added that on the basis of the outcome of the Pilot undertaken over the previous year, SFC would decide on whether it would move forward in the future

with the partnership approach piloted, or whether it would continue with the framework approach operated by Education Scotland.

Some discussion took place on the presentation of data in relation to student withdrawals (in line with Matters Arising above). Members felt that more understanding was required of the reason why students withdraw from their studies, particularly in terms of whether the reasons for so doing were positive or negative.

A number of questions were asked and satisfactory responses received.

**The Committee noted and welcomed the above draft which was described as dynamic and excellent. It was considered that the draft was well evidenced, very readable and justifiably celebrated success. The Committee asked that further work be carried out on the withdrawals data presented, with a view to increasing understanding of why learners withdraw from their studies.**

**7 2015/16 Credit Report as at 17 November 2015 (Paper 3)**

M Breen introduced the above paper, stating that it was the first under the new system of credits, which have now replaced WSUMs, to be presented to the Committee. Since it was first circulated, the report had been updated and M Breen provided updates on Table 2. M Breen added that further work was required before the data could be finalised, but an improved position at the end of Semester 1 was now being projected and the projections for Semester 2 provided confidence that current activity was on target to meet the overall SFC credit target of 125,507 credits.

**The Committee noted the above report.**

**8 2015/16 Student Support Funds at 27 October 2015 (Paper 4)**

M Breen introduced Paper 4 and noted that while the student funding shortfall position had improved from that of 2014/15, as previously reported, a significant shortfall still existed. The College had therefore submitted a request for additional funds, through the “In Year Distribution” mechanism, equivalent to the sum projected to be required to break even on overall student support funding expenditure.

**The Committee noted the content of the above report and further noted the request made for the necessary additional funding via “In Year Distribution”.**

**9 Student Association Report (*Paper 5*)**

Committee members noted the wealth of activity being undertaken by the Student Association and commended the energy and leadership which underpinned this activity.

**The Student Association Report was noted and welcomed and the activities being undertaken commended.**

**10 AOB**

Reported:

- i. H Dunk reported that the ELS presentation, postponed because of the time constraints placed on this meeting, would be made at the February 2016 meeting of this Committee.
- ii. B Graham, as Chair, reported that a request from the Audit Committee to consider the areas this Committee would wish considered within the forthcoming Curriculum and Students Experience internal audit would be an agenda item for the February 2016 meeting of this Committee.

**11 Received for Information:**

Directorate Update (*Paper 7*)

**12 Date of Next Meeting** – The date of the next meeting would be Thursday 25 February 2016 at the Ayr Campus.