

**Minute of the Learning & Teaching
Committee Meeting
Held at the Kilwinning Campus,
On Thursday 23 February 2017**



Present: Barbara Graham (Committee Chair)
Julie Bradley
Heather Dunk
Alan McGregor
Lainey McKinlay

In attendance: Brendan Ferguson (Board Secretary)
Moira Birtwistle (Director - Hospitality, Tourism, Business & IT)
Michael Breen (VP)
Helen Canning (Director - Student Services)
Jackie Galbraith (VP)
Elaine Hutton (Director – Creative)
Michael McHugh (Director - Quality Enhancement)
Stuart Millar (Director - Education Contracts and Business Development)
Gavin Murray (Director - STEM)

By Invitation: Ian Beach (HMI – Colleges)

1 Welcome and Declarations of Interest

The Chair welcomed everyone to the meeting and in particular Mr Ian Beach who was attending the meeting as an observer. There were no declarations of interest.

2 Apologies

Apologies were received from committee members Holly Bates, Margarett Bryan and Bill Costley. Apologies were also received from EMT members Jane McKie and Donna Vallance.

3 Minute of the Previous Meeting held on 24 November 2016 (Paper 1)

The minutes were approved as a correct record.

Proposed: Alan McGregor
Seconded: Heather Dunk

4 Matters Arising

There were no matters arising which were not included on the agenda.

5 **Student Association Report** (*Paper 2*)

L McKinlay took the Committee through the report which members noted with great interest. In particular, the Committee noted activity around Class Representatives; Mental Health First Aid Training; Promoting Democracy; and the LGBT+ Focus Groups. The Committee also noted the wide range of future activity planned and the excellent representation of Ayrshire College students taking part in recent and forthcoming awards ceremonies. The Committee congratulated all those students who had received awards and those who were on shortlists.

The Committee again commended the Student Association for the excellent work being undertaken and congratulated the ACSA Executive and their College support on their achievements.

6 **Feedback on Student Engagement Activities in Semester 1 2016/17** (*Paper 3*)

J Galbraith introduced Paper 3, explaining that in the first semester of 2016-17 the Quality Enhancement team and the Student Association undertook a number of student engagement activities. These activities enabled students to engage in the life and work of the College and provide feedback in a variety of ways which inform the planning and evaluation processes. From this feedback, there were a range of improvements identified.

In Semester 1 all students were invited to complete an Initial Experiences Survey on Moodle. The Initial Experience Survey was completed by 2,277 students (an increase of 542 over the response in 2015). 96% of respondents were satisfied overall with their experience of college (up 3% on 2015). There was increased satisfaction with course organisation, funding information and knowledge of the Student Association. Slight decreases in satisfaction with finding course information online and initial induction were being addressed.

A number of questions were asked by the Committee and satisfactory responses received. In addition, several suggestions were offered and EMT members stated that these would be given consideration.

The Committee noted and welcomed the above report and commended the suggestions made for further consideration.

7 **2015-16 College Performance Indicators** (*Paper 4*)

J Galbraith introduced Paper 4 and took the Committee through it with contributions from M McHugh and G Murray.

The Committee noted that successful completion rates had improved in 2016 for FE and HE full-time students, but remained below the Scottish average rates.

Rates for part-time students were complex, but these showed a broadly similar trend to the figures for full-time students.

Staff had been specifically asked to identify ways in which Ayrshire College could learn from the sector, and useful feedback had been received. All staff were aware

that further upward movement could be achieved by retaining students and strenuous efforts were being made to achieve this outcome.

The Committee asked a number of questions to which responses were received. In particular, the Committee queried the continuing disparity between FE and HE performance and were informed that this was an area under scrutiny. The Committee asked to be kept informed of the progress being made.

The Committee noted the content of Paper 4 and requested that they be kept informed of the progress being made.

8 2016-17 Semester 1 Early Withdrawals (*Paper 5*)

J Galbraith introduced Paper 5 which showed an improving picture as a result of the interventions being made by College staff at critical points during the student experience, as discussed at previous meeting of this Committee. A lengthy discussion followed, during which a number of questions were asked and satisfactory responses received. It was suggested that further analysis work be carried out on the under-16 group of early school leavers on full-time college courses.

The Committee noted and welcomed Paper 5. The improving picture was considered to reflect the positive intervention activity being undertaken by College staff and the Committee was encouraged by the progress being made.

The Committee encouraged further analysis of the under-16 group of school leavers with a view to improving the decision making being made both by the young people and the schools they were leaving.

9 2016-17 Credit Report as at 9 February 2017 (*Paper 6*)

M Breen took members through the Paper 6 and noted that current enrolments suggest that there could be a slight shortfall in reaching the SFC activity target, but this would continue to be monitored and reported throughout the academic year.

The Committee noted Paper 6 and its content.

10 Draft Outcome Agreement Evaluation 2017-20 (*Verbal Update*)

J Galbraith updated members on the consultative progress of the draft outcome agreement.

The Committee noted the above verbal update and further noted that the updated draft would be circulated to Committee members in advance of the next Learning and Teaching Committee meeting.

11 Update on Progress in Relation to Nethermains Campus (Verbal Update)

H Dunk provided the Committee with a summary of the progress to date. The Committee noted that further discussions are being held with North Ayrshire Council in this respect.

The Committee noted the above report.

12 Update on SFC Review of Extended Learning Support (Verbal Update)

H Dunk provided an update on the progress of the above review following a visit to the College by SFC representatives. The Committee was concerned to note that SFC's proposals for the new system would disadvantage students with additional support needs.

The Committee noted the above update with serious concern. The College was strongly encouraged to continue making representations to SFC with a view to ensuring that individuals with extended learning support needs are not disadvantaged as a result of the above review.

13 2016-17 Student Support Funds as at 9 February 2017 (Paper 7)

M Breen reported that Student Support Funding remained within the allocated budget. The College had increased the maximum award available from SFC discretionary funds and had also received additional funding from SAAS for discretionary support for HE students.

The Committee noted the above report.

14 Corporate Risk Register: LTC Extract at February 2017 (Paper 8)

M Breen introduced the LTC extract, noting no changes from the previous version.

The Committee noted and approved the LTC Risk Extract for forwarding to the Audit Committee.

15 Directors Reports (Verbal)

The Curriculum Directors provided verbal reports on matters of development and interest in the curriculum area for which they are responsible.

16 Papers Received for Information

Business Development and Education Contracts *(Paper 9)*

Directorate Update *(Paper 10)*

Response to the Scottish Government Consultation:
*Empowering teachers, parents and communities to
achieve excellence and equity in education.*

(Paper 11)

- 14 Date of Next Meeting** – The next meeting of the Committee would be 1 June 2017.

Publication

This paper will be published on the College website.