

**Minute of the Learning, Teaching and Quality Committee Meeting
Held via Microsoft Teams at 4pm on Thursday 27 November 2025**

Present:

Alison Sutherland	Chair LTQC
Brian Green	Vice Chair of LTQC
Jane Grant	Non-Executive Board Member
Gillian Longmuir	Non-Executive Board Member
Michael Ross	Non-Executive Board Member
Iain Shearer	Non-Executive Board Member
Chris Boyce	Elected Member, EIS/FELA
Lisa Keggans	Elected Member, UNISON
Darcie Hamilton	Elected Member, Student President
Marko Prorocic	Elected Member, Professional Services Staff
Connor Skipsey	Elected Member, Student Vice President
Janette Steel	Elected Member, Curriculum Staff
Angela Cox	Principal, Ex-officio

In attendance:

Sara Rae	Vice Principal, Skills and Enterprise
David Davidson	Vice Principal, People, Performance and Transformation
Alan Ritchie	Vice Principal, Finance and Infrastructure
Gavin Murray	Assistant Principal, Skills and Innovation
Alistair Rodgers	Director of Enterprise Development
Doreen Wales	Assistant Principal, Student Experience & Quality Enhancement
Hilary Denholm	Board Governance Advisor
Katelyn Kilbride	Executive Assistant (Minutes)

1. Welcome and Declarations of Interest

Alison Sutherland, Chair of the Learning, Teaching and Quality Committee welcomed everyone to the meeting.

There were no Declarations of Interest presented.

The meeting was confirmed as quorate.

2. Apologies

Apologies were received from Jennifer Anderson, Assistant Principal, Skills and Innovation, Jason Currie, Non-Executive Board Member and Gayle Watson, Co-Opted LTQC Board Member.

3. Minutes of the previous meeting held on 04 September 2025 (Paper 1) (C/P)

The minutes of the meeting held on 04 September 2025 were approved as a correct record.

Proposed: Jane Grant

Seconded: Angela Cox

3.1 Action Tracker (Paper 1a)

The Committee noted that there were no outstanding actions.

4. Learning, Teaching & Student Experience Strategy Update (Presentation)

Chris Boyce entered the meeting.

Sara Rae introduced the Learning, Teaching and Student Experience Strategy presentation and Doreen Wales and Gavin Murray updated the Committee on the following:

- Provided a progress update on the Learning, Teaching and Student Experience Strategy 2024–27, confirming objectives are generally on track.
- Highlighted improved attainment rates for care-experienced and vulnerable students, with sector-leading outcomes and ongoing focus on closing completion gaps.
- Reported significant investment in digital learning, including increased use of AI and VR, and wider engagement with virtual learning environments.
- Noted all curriculum teams' participation in professional development and peer review, with new resources and evaluation processes underway.
- Confirmed strong student engagement through established Class Ambassador models and regular feedback mechanisms, with high overall satisfaction rates.
- Outlined continued support for student wellbeing, including targeted mental health workshops and curriculum integration of health and wellbeing topics.
- Detailed employer and industry engagement in curriculum design, expansion of micro-credentials, and new partnerships to enhance job pathways.
- Reported positive destinations for leavers exceeding targets, with ongoing collaboration to further improve outcomes.
- Shared financial highlights: business engagement income and surplus ahead of forecast, with new employer partnerships and programme developments.
- Noted achievements in apprenticeship provision, external awards, and strategic developments in areas such as offshore wind and enterprise initiatives.

A copy of the presentation will be shared with the minute.

5. Student Association Report Q2 (Paper 2) (P)

Darcie Hamilton and Connor Skipsey highlighted the main activities from the report and verbally updated the Committee on activities since the report submission.

The Committee noted activity in relation to:

- The launch of LGBT+ lunch clubs in Kilmarnock and Ayr campuses.
- The International Men's Day Campaign which focused on the tagline 'You okay mate?'
- The 16 Days of Action Campaign which aims to end gender-based violence.
- 'Reclaim the Night' event hosted by local authorities which the Student President will be attending as a keynote speaker.
- The Class Ambassador recruitment has resulted in a total of 269 ambassadors across the College.
- The first survey of the year has concluded with a positive response rate. The 'Pulse Survey' was introduced to reduce the lengthy survey format and avoid survey fatigue.

- The Ayrshire College Student Voice Audit has been an opportunity to showcase current processes, and the initial report has been returned without any issues.
- The Student Association are working closely with Hope by the Roadside to implement pastoral support Ayr and Kilwinning campuses.
- The Student Association have also established a partnership with Andy's Man Club.
- Angela Cox queried recent engagement with the NEXUS, specifically for Modern Apprentices. Darcie Hamilton noted a decrease in engagement however reassured members that action is being taken to encourage use of the platform. Sara Rae highlighted the opportunity for the Student Association to engage with Team Leaders within the Work-based Learning Team.

The Committee welcomed the report and noted informative updates.

6. 2025-26 Pulse Survey Analysis (Paper 3) (P)

Doreen Wales provided an overview of the 2025-26 Pulse Survey analysis.

The committee noted the following:

- The Pulse Survey was introduced this academic year as a method for collecting student feedback.
- The first survey was conducted in October over a two-week period and was promoted across multiple platforms.
- A total of 620 responses were received.
- 98% of students reported feeling welcome on their first day.
- 73% of students reported being able to apply for and get their student funding on time which has increased by 3% from AY 2024-25.
- Overall, feedback was positive.
- The next pulse survey will focus on learning, teaching, and assessment.
- Increasing response rates remains an ongoing priority.

7. Final 2025-26 Self-Evaluation and Action Plan (Paper 4) (P)

Doreen Wales provided an update on the report and the committee noted that the draft version was initially presented at the September meeting, and the action plan component of the report has since been finalised.

The completed report and action plan will be submitted to the Scottish Funding Council week commencing 1st December 2025.

The Committee were satisfied with the document pending a change to the title on the front cover of the report to reflect the following 'Ayrshire College Self Evaluation and Action Plan AY 2024-25.'

Members approved the report for submission to the board for information.

8. 2024-25 Outcomes Framework and Assurance Model Contextual Commentary and Case Studies (Verbal) (P)

Doreen Wales provided a verbal update on the 2024-25 Outcomes Framework and Assurance Model Contextual Commentary and Case Studies report.

Recent guidance from the funding council indicates that, following the quarter 4 engagement meeting with the outcome manager, the college will compile this report. The report will then be reviewed by the outcome manager and, if satisfactory, signed off by the principal, with returns expected by mid or end of January 2026.

Sara Rae will confirm whether the Outcomes Framework and Assurance Model Contextual Commentary and Case Studies require board approval prior to submission.

The Committee welcomed the update.

11. Performance Dashboard

Sara Rae provided an overview of the Performance Dashboard:

The Committee noted:

- FE full-time student retention remains on track.
- FE part-time student retention has slightly decreased however a significant number of students are starting courses in January. The current figure is only 1.5% below target.
- All other areas are on or above target.
- The current credit figure is 96,000 and the target figure for the year is 111,000.
- The credit tracker suggests that the College will achieve the credit target.

13. AOB

No other business noted.

Date of Next Meeting: Thursday 05 March at 4.00pm at Kilwinning Campus.

(C/P) Confirmed minutes will be published on College Website;

(P) – Paper will be published on the College Website;

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RESERVED ITEMS ON THE NEXT PAGE