

**NOTES OF THE MEETING OF THE LEARNING AND TEACHING COMMITTEE
HELD ON 9 FEBRUARY 2022.
THE MEETING WAS HELD REMOTELY DUE TO COVID-19 MEETING
RESTRICTIONS**

PRESENT:

Gordon McGuinness	Committee Chair
Fiona Godsman	Board Member
Runa McNamara	Board Member
Johanna Thompson	Board Member
Jon Vincent	Board Member
William French	Board Member
Alan O'Donnell	Board Member

IN ATTENDANCE:

Eric Brownlie	AP, Quality and Performance
David Marshall	AP, Student Experience
John Rafferty	VP, Curriculum and Quality Improvement
Kirsty Mavor	Clerk (Minute Taker)

22.01 WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting and there were no apologies.

22.02 DECLARATIONS OF INTEREST

F Godsman and R McNamara asked the Committee to note their involvement with the Glasgow Clyde Education Foundation. W French confirmed that he is a member of EIS.

22.03 DRAFT MINUTE OF MEETING HELD ON 10 NOVEMBER 2021

The minute was accepted as a true record of the meeting of 10 November 2021.

22.04 MATTERS ARISING ACTION GRID

The Committee noted that one action had been completed and the other was included on the Agenda.

22.05 RETURN TO CAMPUS UPDATE

J Vincent provided a verbal update on the steps being taken to return to campus. He advised that in early December the number of individuals attending campus was reduced due to the uncertainty surrounding the Omicron variant. Critical learning and vulnerable students were prioritised.

Since the second week of January 2022, the number of students and teaching staff attending campus has gradually increased. The

College continues to implement voluntary steps such as social distancing, the wearing of face covering and encourages students to take LFD tests before entering campus.

By the start of March (which coincides with the start of Block 3 teaching) the numbers of students on campus will increase. However, challenges remain with classroom capacity due to social distancing measures and the effectiveness of ventilation measures.

JV referred to the effort by students, teaching staff and support staff to implement this blended approach and also acknowledged the impact the continuing uncertainties has had on all involved.

22.06 QUALITY AND PERFORMANCE REPORT

E Brownlie spoke to the paper which provided a summary of the following three main areas:

- (1) Education Scotland Progress Visit Report (December 2021)
- (2) Student Satisfaction and Engagement Survey 2021
- (3) Complaint Handling Report.

The Committee was pleased to note that the Education Scotland Report identified 34 positives and 6 areas for further progress. Regarding the areas identified for further progress, steps are being taken to address these and overall, the College recognised that the pandemic has adversely affected withdrawal rates and attainment levels. The Committee noted that the positives from the Education Scotland Report were being communicated in the Principal's Report, Clyde Connects and via the Senior Leadership Team.

With regard to the Student Satisfaction and Engagement Survey, the Committee was pleased to note that the College was second highest of the larger Colleges for Full time FE Student Satisfaction and third highest for Full time HE Student Satisfaction. Overall, the College had also performed well regionally. J Vincent advised that the Senior Leadership Team was pleased with the achievements during challenging times and it was noted that both internal and external communications would highlight these achievements to stakeholders.

The Committee noted from Complaint Handling Report that a new SPSO model has been implemented which allows for resolution at earlier stages. It was noted that of the matters referred to SPSO, none were upheld which gave the Committee confidence that the College's approach to complaints handline is working well. E Brownlie advised that the College took a proactive approach to the data coming out of complaint handling and implemented improvements, where appropriate.

(J Thomson and A Marshall left the meeting for 15 minutes)

22.07 REVIEW OF POLICIES

K Mavor and J Vincent spoke to this item and advised that the Board had delegated the review of College policies to the relevant Committee. This Committee has been asked to review 10 policies and the Senior Leadership Team was currently carrying this out. It is not anticipated that there will be substantial changes to the policies with the main changes being to terminology to ensure that reflects the College's commitment to environmental sustainability and EDI. If the Committee has any specific points they would like to make on the policies these should be emailed. Otherwise, the revised policies will be ready for the March Board meeting.

ALL

22.08 STUDENT EXPERIENCE UPDATE

D Marshall presented the report which provided the Committee with an update on the restructuring of the majority of student experience services. The objectives of the restructure are enhancing the student experience with a particular focus on improving digital services. The Committee was pleased to note that new specialised roles were also being created to support students with mental health concerns and also British Sign Language. These positions were over and above the level of support currently provided by the College to assist students that face barriers to learning. The Committee noted the timescales of implementation in March and transition to the new structure in April 2022.

The College was also assisting students with the UCAS process where numbers were slightly lower than pre-Covid numbers. Steps were also being taken to work towards blended learning and to ensure digital support was in place.

22.09 CURRICULUM AND EXTERNAL ENVIRONMENT

J Rafferty presented the report which provided the Committee with an update on the current credit estimates which are showing ranges from an outturn of -5.0% to -5.8% against target. This is an improvement on what was forecast at the November meeting.

As of the 1 February 2022, 1384 out of 1500 new students had been enrolled for the January start, accounting for 92% of the College's January enrolment target. However, due to the varying credit tariffs for each course, these students accounted for 103% of the College's credit target for January starts.

The Committee noted the position with regard to credit redistribution and that the Glasgow Colleges were working on formulating a response for GCRB to collate and send to SRA.

With regard to skills alignment the Committee noted the Audit Scotland report and the challenge to Scottish Government to provide its strategic intent in this area.

22.10 LEARNING AND TEACHING KPI REPORT

J Rafferty spoke to the report and referred to the draft set of KPIs that were agreed by the Committee at the previous meeting. Details were provided of how these KPIs could be measured and populated by data to make them meaningful. J Rafferty advised that the bulk of data will be made available for the next meeting and the Committee will be asked to consider how it wants to review KPIs noting that some data will be provided annually and, for other areas, data can be provided more regularly. The Committee advised that it would like to see measurable indicators which will flag concerns that can be acted upon.

Items for Noting

22.11 AOB

The Committee agreed that all papers were disclosable.

It was noted that substantive changes to policies, if any, and the restructure would be assessed to ensure that there was no direct or indirect impact on EDI.

DATE OF NEXT MEETING

The next meeting will take place on 18 May 2022 at 4.30pm. Location to be confirmed.