

**NOTES OF THE MEETING OF THE LEARNING AND TEACHING COMMITTEE
HELD ON 15 NOVEMBER 2023.
THE MEETING WAS HELD REMOTELY**

PRESENT:

Maureen McKenna	Committee Chair
Runa McNamara	Board Member
Andrew Jack	Board Member (from 16:55)
Jon Vincent	Board Member
Alan O'Donnell	Board Member (until 18:10)

IN ATTENDANCE:

Eric Brownlie	Assistant Principal, Quality and Performance
David Marshall	Assistant Principal, Student Experience
John Rafferty	Vice and Deputy Principal, Curriculum and Quality Enhancement
Claire Glen	Assistant Principal, Health and Wellbeing
Kirsty Mavor	Clerk (Minute Taker)

23.25 WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting and extended a welcome to A Jack joining his first Committee meeting. The contributions of G McGuinness, A Chaudhry, W French and A McCulloch to the work of this Committee were noted.

23.26 DECLARATIONS OF INTEREST

There were no declarations of interest.

23.27 DRAFT MINUTE OF MEETING HELD ON 24 MAY 2023

The minute was accepted as a true record of the meeting of 24 May 2023.

23.28 MATTERS ARISING ACTION GRID

The Committee noted that the one action was on today's agenda.

23.29 QUALITY AND PERFORMANCE REPORT

E Brownlie spoke to the paper which provided the Committee with high level data in relation to the following areas:

- (1) Performance Indicators 2022-23
- (2) Admissions and Recruitment – Aug 2023
- (3) External Verification Summary 2022-23
- (4) Annual Complaints Handling Summary 2022-23
- (5) Early Impressions Survey October 2023

The Committee considered each area in turn: -

Performance Indicators 2022/23: Following the disappointing results in 2020/21 E Brownlie is pleased to report that the emerging figures for 2022/23 show improvements across all modes of delivery. The College is making further improvements to try and reach the levels achieved in 2019/20 where the College was the highest performing large college for HE Full Time attainment and the second highest performing large college for FE Full Time attainment.

Admissions and Recruitment – August 2023: Recruitment for the 2023/24 session has been particularly strong achieving 9% over our enrolment target for the August intake. The statistics suggest the ‘Come to Clyde’ strategy has been effective in increasing recruitment numbers.

External Verification Summary 2022/23: Overall, 60 verification reports were received during academic year 2022-23, compared to 46 in 2021-22, an increase of 30%. Eight curriculum areas were identified where formal verification issues had to be resolved. There were 48 recommendations/development points made by External Verifiers whilst 89 examples of good practice were highlighted.

Annual Complaints Handling Survey: Complaints are seen as an important tool for improving the College’s service and ensuring students have a voice. The majority of complaints were resolved early with fewer complaints being upheld over the period. The Committee was assured by the approach taken to provide mentoring or training to the relevant staff member where an issue has been identified. Some staff have also been attending external training to ensure language used is inclusive and in line with the College’s values.

Early Impressions Survey: This survey was carried out in October and over 3300 students responded. E Brownlie presented a summary of the survey and highlighted the following key points: -

- There were strong results with the survey being completed by more than 3300 students
- A survey like this, however, does not always tell the full story, and the College will continue to explore ways of gathering feedback from learners who are struggling to engage or those that have withdrawn.
- The survey shows *excellent* or *good* feedback on ‘overall experience’ (88%) and ‘learning experience’ (86%) demonstrating strong levels of satisfaction by a large majority of students
- 94% of respondents felt a strong feeling of belongingness which matched the previous year’s feedback
- The poorest feedback was against student funding and finance areas
- All qualitative comments are fed back to support and curriculum teams who can follow up and investigate at course level

The Committee agreed that it was important to draw the Board's attention to these survey results so that the Board can gain an understanding of the student experience. It was agreed that either the Chair of this Committee or the Principal will include a section in their report highlighting both the positive and less positive outcomes of the survey.

MM/JV

23.30 STUDENT ASSOCIATION'S REPORT

A Jack presented his first update to the Committee and advised that GCCSA has been promoting the role of the class representative and has recently held drop in sessions with school liaison classes. The feedback from these sessions was positive.

GCCSA recently met with representatives of Education Scotland as part of the annual visit. GCCSA has also been promoting various clubs and societies to students as a way of getting involved more and building students CVs.

The Chair thanked A Jack for his update.

22.31 STUDENT EXPERIENCE UPDATE

D Marshall presented this item and advised that an evaluation has taken place in relation to the restructure. Positive feedback relating to the new management structure and the library's digital provision had been received. Concerns were raised about staffing levels and funding for mental health but the College's financial challenges were recognised.

Onboarding was seen as an important part of the 'Come to Clyde' strategy and following the first impressions survey, more work is required in relation to ICT logins for students. This project will now enter into phase two.

The Student Experience team was also exploring the fast-developing opportunities in relation to AI. In particular, the focus is on researching emerging technologies, using teachermatic to help structure lessons and opportunities to enhance the student experience through the communication tool, puzzel. The Committee was pleased to note that guidance was being developed by the College in this area.

An update was provided on steps the College is taking to obtain the Emily Test Charter and other GBV initiatives being undertaken by staff.

The Committee thanked D Marshall for the update.

22.32 CURRICULUM AND EXTERNAL ENVIRONMENT

J Rafferty spoke to the report and confirmed that the final audited credit position for 2022/23 was -1.1%. This was a significant improvement on last year and was within the -2% tolerance threshold.

A strong August enrolment has ensured the College is in a good position to meet its 2023/24 credits target. The most pessimistic forecast

anticipates the College landing 1.5% over our credit target, following an almost 10% overperformance on the enrolment target. The reduction in foundation apprenticeships is a concern and is being discussed at a regional level. It was agreed that a paper on foundation apprenticeships should be provided to the Committee at the next meeting.

JR

J Rafferty provided an update on the Anniesland window project and advised that an approach was being trialled which would allow the continued use of rooms.

In relation to the external environment, J Rafferty updated the Committee on developments relating to pay negotiations, the SFC Credit model, FWDF and the Scottish Government budget. These updates were noted by the Committee.

The main risks identified were: -

- A successful ballot on strike action or ASOS is returned resulting in further disruption for students
- The Anniesland windows project will result in greater disruption than anticipated.
- Schools vocational projects will continue to decline reducing an important pipeline of enrolments for the College's core provision.
- The FWDF will be abolished with no equivalent replacement, compromising the financial position of the College.

The Committee thanked J Rafferty for his detailed update.

22.33 KEY PERFORMANCE INDICATORS

J Rafferty presented this report which has been adapted in response to an internal audit where it was suggested changes should be made to ensure a consistent approach across the Board's Committees.

The Committee noted the following key points from the KPIs: --

- Student satisfaction rates grew in 2022/23.
- Retention improved in 2022/23 except for care-experienced learners and part-time evening students.
- Attainment improved overall last year but there is still significant improvement required to get back to pre-pandemic levels.

The Committee thanked J Rafferty for the KPI update and provided its approval of the new presentation style. It was agreed that J Rafferty should discuss with the Chair what subject areas should be considered in more detail at the next meetings.

JR/MM

22.34 VOLUNTEERING AND MENTORING

J Rafferty provided a verbal update to the Committee on how the College supports staff with volunteering initiatives. The Committee was pleased to note the College's support of staff volunteering at the Prince and Princess of Wall Hospice, with MCR Pathways mentoring scheme and

an annual volunteer day in the summer.

22.35 NURTURE APPROACH

Claire Glen provided the Committee with an update on the progress made as the College embeds a 'nurture' approach across the organisation. This approach was started in the 2023/24 session and a development session was held for all managers across the College. A session at the College Management Conference, led by college staff and supported by external partners, explained the nurture principles, our planned approach, aims and demonstrated the online learning activities that were available. All managers were asked to share this approach with their team.

A module of online activities for staff and students has been developed on canvas and there is also a teams page containing helpful resources. The College has also engaged with CDN's Trauma Informed College programme and CDN will be providing a face-to-face learning opportunity for up to 200 staff this month. The College has also developed partnership with Brothers-in-Arms and the Scottish Violence Reduction Unit.

The emphasis of nurture approach is on staff and student welfare and will complement HR's respect programme and the College's EDI objectives. Success with this approach is likely to improve retention levels and increase the opportunities for students.

The Committee thanked C Glen for the informative update and for her commitment to achieving so much in a short space of time. It was agreed that an update should be provided to the whole Board in the future.

CG/KM

Items for Noting

22.36 SCHEDULE OF WORK

A copy of the Schedule of Work was provided and Committee members were asked to advise of any additional matters for upcoming meetings.

22.37 AOB

J Vincent advised that three students were competing in the Worldskills UK National Finals in Manchester this week in the fields of cybersecurity and industrial electronics.

DATE OF NEXT MEETING

The next meeting will take place on 21 February 2023 at 4.30pm at Langside Campus.