

**NOTES OF THE MEETING OF THE LEARNING AND TEACHING COMMITTEE  
HELD ON 13 NOVEMBER 2019  
THE BOARDROOM, LANGSIDE CAMPUS**

**PRESENT:**

Gordon McGuinness	Committee Chair
Fiona Godsman	Board Member
Aranka Szilassy	Board Member

**IN ATTENDANCE:**

Brian Hughes	VP, Curriculum and External Relations
Eric Brownlie	AP, Quality and Performance
David Marshall	AP, Student Experience
Carol Ann Swindle	Executive PA (Minute Taker)
John Archibald	Programme Leader, Research and Development Programme
Kyle Bettley	Development Advisor, Research and Development Programme
Karen Bale	Development Advisor, Research and Development Programme

**19.18 WELCOME AND APOLOGIES**

The Chair welcomed everyone to the meeting inviting attendees to introduce themselves. Apologies were received and noted from J Vincent and S Henson.

**19.19 DECLARATIONS OF INTEREST**

F Godsman, as a trustee of the Glasgow Clyde Education Foundation, declared an interest in relation to any discussions regarding the Arms Length Foundation.

**19.20 MINUTE OF MEETING HELD ON 15 May 2019**

The minute was accepted as a true record of the meeting of 15 May 2019 subject to the following amendment.

**Item 19.19** – Declaration of Interest: to be amended to read F Godsman would have an ‘interest’ rather than ‘conflict’ as recorded.

**19.21 MATTERS ARISING**

The actions on the Matters Arising Grid were discussed as follows:

G McGuinness will share link to exercise carried out by Careers Department at SDS. **GMcG**

B Hughes will circulate the approved 2019/20 Regional Outcome Agreement to the full Board. **BH**

Proposed Guidance Model now overtaken by new Scottish Government Careers Strategy to be launched shortly. A revised Learning, Teaching and Assessment Strategy will be launched in January 2020.

#### **19.40 UPDATE RESEARCH AND DEVELOPMENT PROGRAMME**

The Chair welcomed J Archibald, K Bettley and K Bale to the meeting.

E Brownlie outlined the background to this GCEF funded programme, which commenced in January 2019. E Brownlie passed over to J Archibald to provide a brief update on progress to date following which questions would be welcomed.

J Archibald thanked the Chair and Committee members for the opportunity to update and gave an on screen presentation. This is a 30 month funded programme until June 2021, and primarily to focus on improving student attainment and retention. This is a valuable opportunity to research the student experience and journey, and look at how best we develop and improve engagement of both staff and students.

There has been, and continues to be, a great deal of interaction, including one to one meetings with Senior Lecturers. Feedback has been extremely positive, with many feeling this has afforded a valuable opportunity to reflect and evaluate. It provides an opportunity to share of best practice.

Recent PI data and Student Satisfaction data, included in reports presented to the Committee, show a rise in attainment, especially in FE and very positive results in student satisfaction.

K Bale also gave a brief on screen presentation which provided some specific examples. These included 'self-affirmation study' encouraging positivity and equipping students on tools to deal with adversity. Although this was initially targeted within a specific group of students, it has now been rolled out across the section. A 'mindfulness matters' was incorporated into timetable to highlight importance of mental health wellbeing as well as to introduce coping strategies. This has also been successful and will continue to be offered to other areas.

Senior Lecturers have indicated the benefits of attending specific forums/events for Heads of Curriculum and Senior

Lecturers. This has been considered an excellent opportunity for brainstorming and sharing of ideas and best practice.

K Bettley outlined his involvement and journey with this project. Regular meetings, as well as workshops and focus groups have highlighted some key areas and identified themes. Staff are highly skilled and motivated and have shown energy and enthusiasm to ensure the best for learners. Staff welcome this opportunity to present ideas, and also have the opportunity for input and focus on key issues and priorities.

Staff are very engaged and see this not only as a support mechanism but also a good opportunity to share positive ideas.

A Szilassy indicated GCCSA are happy to support this and J Archibald agreed to arrange for development advisers to meet with GCCSA. A Szilassy advised the newly established 'Student Voice' met for the first time earlier that day, and the next meeting is planned for end of January and that it may be useful for Development Advisers to attend. **AS**

B Hughes advised of plans for a 'learning festival' towards the end of term, which would provide the opportunity to showcase ideas and encourage sharing of best practice. Also looking at ways of disseminating this electronically e.g. by using a vlog.

The Committee thanked the Research and Development Team for attending and for the interesting update provided.

The Research and Development Team left the meeting at this point.

#### **19.41 PI DATA 2018-19**

E Brownlie was invited to speak to the report issued with the agenda. E Brownlie outlined the report providing a brief summary. Overall attainment is moving in a positive direction and has increased by 5% over the past three years. Significant increase in FE full-time and part-time attainment, and although HE has not increased as much as was hoped for, a lot of work is continuing in this area.

Sector data is not expected until January, however, it appears that Glasgow Clyde College has the highest attainment across the region for full time FE and HE.

E Brownlie referred members to table 3, which provided a breakdown by School. He outlined some background to this data, and provided various explanations for lower attainment in some specific areas. General Education indicated low attainment, however, it had to be recognised there are specific protected characteristic groups included in this area, which may have an impact on results. E Brownlie reminded the Committee that Glasgow Clyde College are the only college to deliver Highers and National 5 provision.

F Godsman indicated the Committee welcomed the overall increase in attainment, and asked whether there was any particular reason the FE part-time figures were slightly lower than national average. E Brownlie confirmed these have increased by 7% over the last three years. E Brownlie advised National 5 and Highers are not offered in other colleges and therefore direct comparison is not easy. Also, much of the FE part time cohort are evening classes, and include ESOL, which could also be a contributory factor to lower attainment. The college are conscious of the type of provision offered and FE part-time is an area which will continued to be monitored.

F Godsman asked if there was a specific reason for decline in HE part-time. E Brownlie advised there are 3 or 4 cohorts that are apparent. These areas have been examined in detail in validation meetings, and appropriate decisions are being taken, which may result in removal from curriculum.

F Godsman appreciated that issues of problematic curriculum areas are being identified and challenged with corrective action taken.

The Committee recognised overall the figures are positive and show quite significant student attainment.

#### **19.42 GCCSA PRESIDENT UPDATE**

A Szilassy was invited to speak to the report issued with the agenda. GCCSA were particularly appreciative of the invitations to Head of Curriculum and Faculty Team Meetings. This was extremely positive and this engagement afforded a better understanding of the work of GCCSA, and reiterated the importance of electing class representatives.

A new initiative 'Student Voice' had been created with the first meeting taking place earlier in the day, which had been very successful. Mhairi Boyd, E-Learning Project Lead, had attended which was valuable.

GCCSA have a 'focus on' campaign which target four key areas; 'Financial Wellbeing', 'Environmental Wellbeing',

'Mental Wellbeing' and 'Physical Wellbeing'. A 'Financial Wellbeing Week' was held in September and a number of external organisations provided information and advice to students. Michael Lang, Head of Student Funding also provided information on student funding which was extremely helpful.

GCCSA organised 'Hate Crime Awareness' sessions during Hate Crime Awareness week in October with 40 students attending training sessions across all campuses.

GCCSA have again arranged to support the 'Big Sort Food Bank' in November 2019 and will be joined by members of the senior management team.

GCCSA Vice President, Sulamain Ghafour, is leading on the 'White Ribbon' Campaign, which will run from 26 November until 10 December, and will raise awareness of Gender Based Violence.

GCCSA are continuing to encourage and support student led clubs and societies. F Godsman recognised the challenges in establishing clubs and societies, suggesting perhaps more appropriate to focus on smaller numbers of clubs or societies to encourage and promote attendance.

E Brownlie indicated staff-led sport and fitness activities are offered for staff and students across all campuses.

Training for class representatives had taken place during September, with a very good response of almost 50%. Training was adapted for ESOL representatives due to language barriers. The first class representative meeting was held in October. Initial feedback was positive, with 87% of class representatives indicating students believed the course content matched their expectations, and 78% felt they received proper class induction. Feedback will be evaluated and shared at a later date. Separate class representative meetings took place for ASL students.

There were some issues identified with IT, including printing allowances, where some courses felt there was a necessity for an increase in the students' printing allowance due to the volume required. This will be the main focus for the December class representative meetings.

F Godsman stated it was very positive to have such large numbers of class representatives, although questioned why less than 50% engaged in training, and whether action could be taken to improve on engagement and participation.

D Marshall indicated numbers were good over a relatively early period and places were limited. There is further training planned for January 2020 for those yet to undertake training as well as newly elected class representatives from January start courses.

GCCSA also meet regularly with EMT which is important and valuable to ensure the issues being raised by students are recognised and actioned.

The Committee thanked A Szilassy for her report and update and appreciated the volume of positive activity reported.

#### **19.43 LEARNER EXPERIENCE UPATE**

D Marshall was invited to provide an update. D Marshall outlined three broad areas. The GCEF funded DELTA Project is now well established. The Project Lead and three of the four Learning Technology Co-ordinators are now appointed. It is planned to roll out the first phase of training in January, which is expected to run from January to August. N Hardie is continuing to liaise with GCCSA and attends class meetings.

Mentally Healthy College project has now concluded with a draft evaluation report being finalised by an external consultant. This project has been nominated for two awards, College Development Network and Scottish Qualifications Authority.

GCRB have appointed the 'Charlie Waller Memorial Trust' to oversee regional provision on mental health support for students and staff. The first meeting of the Steering Group is scheduled for December. £312,000 was allocated to Glasgow Region, although at present it is unclear how this funding will be distributed.

The Careers Education Project is complete with a report presented to Senior Leadership Team. The Project Lead is also a technical adviser on the Scottish Funding Council Learner Journey Review.

The Committee thanked D Marshall for the update.

#### **19.44 EXTERNAL VERIFICATION ANNUAL REPORT 2018-19**

E Brownlie was invited to speak to the report issued with the agenda.

E Brownlie outlined his report which summarised activity in 2018/19, and included 97 verification reports. Although five

reports resulted in action plans/holds/not accepted decisions, these were subsequently approved following further evidence being provided.

SQA identified two potential assessment issues relating to National 5 Biology and Chemistry, although these did not in any way affect student results. A development visit took place which provided useful guidance to staff teams.

Overall a very positive report which was well received by staff with good practice identified and shared with curriculum teams.

The Committee thanked E Brownlie for his Report.

#### **19.45 COLLEGE LEAVER DESTINATIONS 2017-18**

E Brownlie was invited to provide a verbal update.

E Brownlie highlighted this report on screen. This recently published analysis carried out by SFC shows from just over 4,000 Glasgow Clyde College leavers contacted, over 3,400 (97%) had confirmed positive destinations. 83% went on to further study, with 15% into employment. Of SCQF Level 1-6 students, 78% continued on to a positive destination, which is above the sector average of 73%.

The Committee thanked E Brownlie for his update.

#### **19.46 STUDENT SATISFACTION RESULTS 2018-19**

E Brownlie was invited to speak to the report issued with the agenda.

E Brownlie outlined the background to this annual survey which SFC requires all colleges to undertake. The report is very positive and demonstrates Glasgow Clyde College are performing well against similar colleges, with an overall satisfaction level of 95%, the second highest in Scotland.

FE satisfaction levels is 96%, joint highest in the sector for larger colleges and higher than other Glasgow regional colleges.

HE satisfaction level is 93%, which is the second highest in the sector for large colleges.

Table 4 highlighted responses to the four questions specifically asked by the College on assessment and feedback. Data is sliced into specific curriculum areas and

reported back to Heads of Curriculum and Senior Lecturers for information and action at curriculum level.

In addition to the survey, E Brownlie advised that the Quality Team carry out focus groups around March/April.

The timing of the national survey is determined by SFC to ensure consistency across the sector.

The aim is to achieve more than 50% return rate across all four categories, although part-time is particularly difficult and rarely achieved and is consistent with other colleges.

The Committee thanked E Brownlie for the Report recognising, acknowledging the college is performing very well.

#### **19.47 EARLY IMPRESSIONS GCC STUDENT SURVEY OCTOBER 2019**

E Brownlie was invited to provide a verbal update.

E Brownlie advised that the survey had taken place in October, with responses from over 4,400 students, the highest response ever. Hard copies of survey were collected from ESOL and ASN learners, to ensure they were not excluded, if perhaps experiencing some difficulties with the online survey.

E Brownlie highlighted a few examples, including students feeling a 'sense of belonging'. Funding issues could be wide ranging, include students not yet in receipt of their funding, which might be included in the responses.

The results are fed back to curriculum and support areas and a lot of work is ongoing to ensure continual improvements are made.

The Committee thanked E Brownlie for his update.

#### **19.48 CREDIT 18/19 PROGRESS UPDATE**

B Hughes was invited to speak to the report issued with the agenda.

B Hughes outlined his report, which currently shows a positive variance of 1%. In relation to the credits for courses which have started. Although not unduly concerned, this is quite tight. This will continue to be closely monitored.

As is normal, some courses over enrolled and others under. There appears to be a reduction in applications in general



across the board. This is continually monitored with a close eye being kept on any patterns emerging.

January start programme applications have just opened with almost 500 applications received within the first week. An 'Open Day' is scheduled for 20 November at Cardonald Campus, and it is hoped there will be a good intake for January start courses.

F Godsman noted an improvement in Computing, which had previously been under achieving against its target credits. B Hughes advised a new Head of Curriculum was in place and some provision had been rationalised. Engineering also merged some classes, and sometimes this is was as a result of a reduction in students being sent employers. Plumbing and Hair and Beauty had noticed a particular decline this year.

The Committee thanked B Hughes for his updated and noted the Credits Progress Update.

#### **19.49 EQUALITIES IMPACT ASSESSMENT ON DECISIONS MADE**

No decisions had been made although there was recognition in terms of attainment of some groups of learners with protected characteristics.

#### **19.50 REVIEW OF PAPERS (INCLUDING DISCLOSABLE STATUS)**

All items were deemed disclosable.

#### **19.51 ANY OTHER BUSINESS**

Stephen Henson had expressed a concern in relation to the 'teaching essentials' programme and the statement in the minute of the Board that it was delivered to all unqualified staff. It was clarified the draft minute from the Board Development Day that stated 'all new and existing non-qualified staff **have** to undertake' should read '**are expected** to undertake'. D Newell had requested A Green amend the minute accordingly. G McGuinness would inform S Henson.

#### **DATE OF NEXT MEETING**

The next meeting will take place on 12 February 2020 at 4.30pm, the Boardroom, Langside Campus.