

**NOTES OF THE MEETING OF THE LEARNING AND TEACHING COMMITTEE  
HELD ON 22 MAY 2024.**

**THE MEETING WAS HELD ON TEAMS**

**PRESENT:**

Maureen McKenna	Committee Chair
Runa McNamara	Board Member
Andrew Jack	Board Member (from item 24.22 onwards, 17:45)
Jon Vincent	Board Member (until Item 24.22, 17:45)

**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
Gillian Murray	Clerk (Minute Taker)

**24.13 WELCOME AND APOLOGIES**

The Chair welcomed everyone to the meeting and noted apologies from A O'Donnell. A Jack had advised he would be late to attend the meeting.

**24.14 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**24.15 DRAFT MINUTE OF MEETING HELD ON 20 FEBRUARY 2024**

The minute was accepted as a true record of the meeting of 20 February 2024.

**24.16 MATTERS ARISING ACTION GRID**

The Committee noted the update in relation to the actions. Item 23.35 to be marked as complete.

**ITEMS FOR DISCUSSION**

**24.05 EDUCATION SCOTLAND – REGIONAL THEMATIC REPORT AND ANNUAL ENGAGEMENT VISIT UPDTE**

E Brownlie provided a further update to the Committee following the fieldwork visit by Education Scotland in November 2023. Verbal feedback had been provided and reported to the Committee previously. A draft Regional Thematic Report has now been issued by Education Scotland and shared with the College. The College had provided extensive feedback on the draft. The Committee discussed the general themes contained within the draft. The Committee will be provided with a copy of the published Report in due course.

E Brownlie provided a report on the verbal feedback following the Annual Engagement visit. The Committee noted the overwhelmingly positive feedback.

The Committee thanked E Brownlie for the update.

#### **24.18 QUALITY AND PERFORMANCE REPORT**

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

- (1) Recruitment for August 2024
- (2) Retention and Projected Attainment 2023-24
- (3) Student Satisfaction Survey 2024
- (4) SCQF Third Party Credit Rating and Self-Assessment
- (5) Marketing Update

The Committee considered each area: -

Recruitment for August 2024: Recruitment is going well for August 2024 with the College continuing to build on its Come to Clyde strategy. The overall number of applications is up as is the number of acceptances, when compared with the same period last year. The Committee noted the tightly managed process for recruitment.

Retention and Projected Attainment 2023-24: The Committee discussed the statistics presented within the Report noting that retention continues to improve year on year. The Committee discussed the 'deep dive' work being undertaken by the VP Curriculum. The Committee discussed the importance of pastoral care and the impact greater resource would have on retention and attainment.

Student Satisfaction Survey 2024: E Brownlie presented the results of the survey showing the Committee the dashboard and the level of detail available from the results which will be capable of being analysed.

SCQF Third Party Credit Rating and Self-Assessment: The Committee received an update on the work being done to continue to grow this area. The Committee were taken through various examples of the Third Party Credit Rating.

Marketing Update: The Committee received an update on the marketing activities which had been very successful. The recent Taylor Swift Masterclass had generated a possible 2.4 billion views globally. The Committee noted the range of other activities being undertaken and noted the linked approach now being taken by marketing and the commercial team.

The Committee thanked E Brownlie for his detailed update.

#### **24.19 STUDENT ASSOCIATION'S REPORT (heard at end of Agenda)**

A Jack presented his update to the Committee on work being done with Class representatives. A Jack reiterated the importance of Communication to the student body in connection with strike action, ASOS and the requirement to complete course work in circumstances where unconditional offers had been received from university.

The Chair thanked A Jack for his update.

**24.20 STUDENT EXPERIENCE REPORT**

D Marshall presented this item and provided a detailed update on the work being undertaken to achieve the Emily Test Charter. It is expected that the Charter will be achieved by December 2024.

Further updates were given on Mental Health / Safeguarding, eLearning, Equality Outcomes and Active Campus Co-ordinator.

The Committee thanked D Marshall for the update.

**24.21 CURRICULUM AND EXTERNAL ENVIRONMENT**

J Rafferty spoke to the report and confirmed that the College's overall credit position remains at a worst-case position of 3.2% above target.

An update was given on the Scottish Government Draft Budget and the Committee noted that the College allocation was a flat budget, which, when taking account of inflation, effectively means a reduction.

The Committee was updated on the removal of FWDF and ITAs. The Committee noted the disappointing allocation of MA's.

The Committee noted that the College's Commercial offering now fell within the remit of J Rafferty and would therefore be reported along with core delivery and in a similar way.

The Committee was updated on the latest position with regard to industrial action and that action short of strike (ASOS) is currently taking place. The significant impact of resulting blockage on student progression outcomes was discussed.

The Committee thanked J Rafferty for his update.

**24.22 KEY PERFORMANCE INDICATORS**

J Rafferty presented this report which focussed on Attendance KPIs.

The Committee discussed the link between higher attendance and higher pass rates noting that 80% attendance resulted in significant prospects of passing.

The Committee thanked J Rafferty for the KPI update.

**24.23 AY 23/24 ARRANGEMENTS FOR ASSESSMENT/CERTIFICATION**

E Brownlie provided a verbal update. The Committee noted that there was no uniform approach to the arrangements for assessment and certification. Communications were being issued to students at different levels.

**ITEMS FOR NOTING**

**24.24 INTERNAL AUDIT REPORT – STUDENT SUPPORT (EXTENDED LEARNING SUPPORT) BUSINESS PROCESS REVIEW**

The Committee noted the positive audit report.

**24.24 SCHEDULE OF WORK**

A new Schedule of Work is to be prepared for 24/25.

**Clerk**

**24.25 AOB**

No additional items were raised.

**DATE OF NEXT MEETING**

To be confirmed.