



CURRICULUM & QUALITY COMMITTEE

Minutes of the meeting of the Curriculum & Quality Committee held on Wednesday 25 May 2022 at 1000 hours via Microsoft Teams.

Agenda Item	
	<p>Present: Andrew Russell (Chair) Abdul Elghedafi Neil Cowie Kirsten Koss Sasha Brydon Andy Rodden Gwen Watt David Blackhall</p> <p>In attendance: Susan Grant, Director of Learning Alesia Du Plessis, Associate Vice Principal Duncan Abernethy, Director of Business Development Susan Lawrance, Secretary to the Board Karen Fraser, Minute Secretary</p>
51-21	<p>Apologies: Apologies were received from N McLennan, R McGregor, G Griffin; J Henderson; D Anderson; L McDermid.</p> <p>The Chair welcomed K Koss to her first Curriculum and Quality Meeting and recognised the meeting to be S Brydon's last Curriculum and Quality Committee meeting.</p>
52-21	<p>Declaration of any Potential Conflicts of Interest in relation to any Agenda Items No declarations were noted.</p>
53-21	<p>Minutes of Previous Meeting – 9 March 2022. The minutes were approved as a true and accurate record, notwithstanding the small amendment from Associate to Assistance Vice Principal.</p>
54-21	<p>Matters Arising from the Previous Meeting The Committee noted the Matters Arising Report.</p>
	<p><i>P Smith (Marketing and Communications) joined the meeting</i></p>
55-21	<p>Applications Update P Smith summarised the pertinent points, including an update on the current applications gap, which members noted is being experienced across the sector. Members noted the Choose College Campaign is due to commence in early June, which will run alongside a NESCol social media campaign emphasising the benefit of combining work whilst studying at College.</p>

	<p>Members noted that whilst applications are reduced a number of courses are showing high demand or are closed due to practical class capacity. The increased engagement with schools, in particular with those showing poorer uptake was highlighted to Members, who also noted the increased number of school groups due to visit College before the summer break. The Keeping Warm Campaign activity was also summarised by P Smith.</p> <p>A brief discussion took place with regard to application levels and trends. The challenge of identifying the “new norm” for not only NESCol but the wider College sector was acknowledged.</p>
	<i>P Smith left the meeting.</i>
	Matters for Discussion
	Presentations
56-21	<p>BCD Presentation</p> <p>The Committee received a presentation on Business and Curriculum Development updates and trend income given by D Abernethy.</p> <p>D Abernethy noted the highlighted challenge of the SA in engaging with SMA students which he confirmed is high on the SMA Agenda for next academic year.</p> <p>During a brief discussion regarding FWDF targets and increased Modern Apprenticeships, It was agreed improved intelligence gathering will be helpful in relation to not only business priorities but also curriculum planning. Action: D Abernethy to update Committee on next strategic cycle, data intelligence and performance, plus any required investment within calendar year.</p>
57-21	<p>Student Support Activity</p> <p>Members received a presentation on recent Student Support Activity with A Du Plessis highlighting the various Events and Initiatives. Members noted the summary of the Student Counselling service and recognised the excellent process, system and capacity for dealing with any safeguarding issues. The 55% increase in student referrals was also highlighted by A Du Plessis, which reflects the increased collaboration between curriculum and support staff and dedicated support counsellors. S Brydon noted the disappointing uptake on the Student Wellbeing Advisors service from the student body.</p> <p>A discussion took place on overall capacity, with A Du Plessis confirming the need to reflect on number of referrals and whole college support.</p>
58-21	<p>Students' Association – Activity Report and Enhancement Plan Update</p> <p>S Brydon and K Koss summarised the Activity Report, highlighting the various hybrid events held across the campuses, which fed into the College Respect Themes.</p> <p>Members noted an independent NUS for Scotland may result in increased affiliation fees for the SA. Student engagement, it was noted, remains challenging as the SA move from fully online to hybrid meetings. However, the increased social media engagement, in comparison to last year, was noted as encouraging, as was noted, the 500% increase in Lecturer of the Year award nominations.</p>

	<p>Board members noted the newly elected Regional and Depute Presidents for the next Academic Year, and the suggested improvements with regard to election engagement.</p> <p>The Chair thanked S Brydon for his commitment and wished him well in his future endeavours.</p>
59-21	<p>Students' Association – Refreshed Constitution S Brydon summarised the presented Constitution and acknowledged the ambiguity around campus groupings has been addressed, with all Executive Officers having responsibilities with events. Action: Refreshed Constitution now to be presented to full Regional Board Meeting in June 2022.</p>
	<p>Matters for Information</p>
60-21	<p>Student Satisfaction and Engagement Survey (Alesia) A Du Plessis presented the Student Satisfaction and Engagement Survey and highlighted feedback is being reflected upon in Teams' self-evaluation reports, KPI, and Business Priority meetings. A Rodden welcomed the Students' Association influence with additional meetings to encourage wider engagement, (especially with the Distance Learning cohort).</p> <p>A Du Plessis highlighted the work being carried out with the Business and Development Team to ensure distance learning students are not disadvantaged. A short discussion followed on incentivising student engagement.</p>
61-21	<p>College Data Project S Grant summarised the CDN Data Report which provides a national set of data on the impact of Covid. Members were asked to note the regional variances, and the importance of gathering local data, which was recognised by Members.</p>
	<p>Reserved Items</p>
62-21	<p>Overview of Activity and credits Position</p>
63-21	<p>AY2022-23 Planning (S Grant)</p>
64-21	<p>Any Other Business No other business was raised.</p>
65-21	<p>Summation of the Actions and Date of Next Meeting S Lawrance gave a summation of the Actions. It was noted the Programme of Business will be published, if approved, at the next Regional Board Meeting with invitations to be circulated in due course.</p>

Agenda Item	Actions from Curriculum & Quality Committee 25/05/22	Responsibility	Deadline
56-21	BCD Next Strategic Cycle: Members to be updated in due course.	D Abernethy	31.12.22

59-21	Refreshed SA Constitution: To be presented to Regional Board for approval.	S Brydon	15.06.22
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Signed:.....D Russell.....

Date:01.12.22.....