

## CURRICULUM & QUALITY COMMITTEE

### NOTE OF MEETING

Note of the Meeting of the Curriculum & Quality Committee held on Wednesday 21 May 2025 at 1015 hours via Microsoft Teams

**Present:**

Bryan Hutcheson (Chair)  
Caroline Laurenson  
Cindy Dempster  
Duncan Cockburn  
Ellie Zemani  
Viktorija Nikitina

**In attendance:**

Robin McGregor, Vice Principal, Curriculum and Quality  
Alesia du Plessis, Assistant Principal: Curriculum and Student Experience  
Kevin Bruce, Assistant Principal: Curriculum, STEM and Energy Transitions  
Duncan Abernethy, Assistant Principal: Curriculum & Commercial Development  
Tony Young, Head of Sector (Agenda item 40-24)  
Robert Laird, Head of Planning and Academic Partnerships (for Agenda Item 41-24 and 43-24)  
Paul Smith, Assistant Principal, Planning and Communication (for Agenda Item 42-24)  
Kirsty Pettitt, Student Engagement & Wellbeing Manager (Agenda Item 45-24)  
Lorraine Garden, Acting Secretary to the Board & Minute Secretary

### AGENDA

Agenda Item		Paper
36-24	<b>Apologies for Absence</b> Apologies were received from N Cowie, E Rattray, D Blackhall, S Elston and S Lawrance	
37-24	<b>Declaration of any Potential Conflicts of Interest in relation to any Agenda Items</b> D Cockburn declared a potential conflict of interest by virtue of his position with RGU.  C Laurenson declared a potential conflict of interest by virtue of her involvement with Code The City (Education for Young People).	
38-24	<b>Minutes of Previous Meeting – February 2025</b> The Minute was approved as a true and accurate record.	X
	<b>Curriculum Showcase</b>	
40-24	<b>Curriculum Showcase – Creative Industries</b> (T Young) <i>T Young joined the meeting at 1018</i> T Young joined the meeting to share an update presentation on Creative Industries.	Presentation

	<p>The presentation provided key updates including:</p> <ul style="list-style-type: none"> <li>• Refresh and production of new learner courses to enhance the engaging experience for students, noting the economic impact of creative industries in NE area</li> <li>• Capital Investment in region</li> <li>• Important partner relationship with TECA</li> <li>• Aberdeenshire Capital Investment including the Peterhead Cultural Quarter recognising the stimulate in economic growth and regional price. NESCol forms part of the landscape for NE creative industries.</li> <li>• Festival Culture opportunities shared, noting creative students form part of these events</li> <li>• Planning North Atlantic Fiddle Convention planned in June 2026 providing opportunities for live music, dance and cultural celebration</li> <li>• Progression pathways with RGU highlighted</li> <li>• Key features include integration of meta skills including co-creation assessment pathways</li> <li>• Learner engagement and resilience – Widen Access Category at the upcoming Herald Education Awards</li> <li>• Invitational Rogue key highlights shared</li> </ul> <p>B Hutcheson thanked T Young for attending and sharing an update on the Creative Industries sector.</p> <p>E Zemani thanked T Young observing the positive innovation and participation.</p> <p><a href="#">T Young left the meeting at 1030</a></p>	
	<b>Reserved Matters</b>	
	<b>Performance Reporting</b>	
41-24	<b>Overview of Activity and Credits position AY2024-25 (R Laird)</b>	X
42-24	<b>Applications Update AY2025/26 (P Smith)</b>	Presentation

43-24	Update on Altens Investigation (R McGregor)	
	<b>Matters for Decision</b>	
	There are no matters for decision	
	<b>Matters for Discussion</b>	
44-24	<b>Curriculum Planning Update</b> (R Laird) R Laird shared a presentation to update Members on the current Curriculum Planning position, this update included an introduction of the	<i>Presentation</i>

	<p>planning process, curriculum review, planning factors, market insight analysis and the plan for AY2025-26.</p> <p>The following key points were advised:</p> <ul style="list-style-type: none"> <li>• Curriculum Planning team remit and composition</li> <li>• Planning timeline</li> <li>• Planning Factors and Challenges – funding allocation, credits guidance etc.</li> <li>• Curriculum Review summary</li> <li>• Curriculum Change Proposal advised of process in place</li> <li>• Quality Assurance processes key points shared</li> <li>• Market Insight Analysis – works to date and future plans</li> <li>• Planning for AY2025-26 noting the course provision and credits forecast, enrolments etc. Tribal EBS will be used going forward to provide data towards the planning model rather than rely on spreadsheets.</li> </ul> <p>Further development of the curriculum road map and provision of market insight data to enhance decision making will be undertake throughout the summer period.</p> <p>Discussion with members followed on the change of approach each year based on guidance changes. The funding model price groups are more important now than previous years as different subjects are in different price groups and this need to be considered in relation to delivery. Further information on the Spotlight Review was shared advising of the interaction with teams for successful outcomes.</p> <p>Query was raised on the Regional Economic Strategy with creative industries not being in the strategy and it was acknowledged these subjects are important for the area and the importance to provide pathways in place and offer a broad portfolio.</p> <p><b>R Laird left at 1128</b></p>	
45-24	<p><b>Student Support – Activity Report</b> (A du Plessis)</p> <p>A du Plessis shared key points from the paper available on Teams noting the excellent engagement with teams in curriculum and with external partners. Updates included:</p> <ul style="list-style-type: none"> <li>• Mental health awareness in May</li> <li>• Student support referral data with Wellbeing still being the highest type of referral with workshops planned to share expectations for the next academic year noting the funding challenges and need to embed a sustainable offer on what the team can provide.</li> <li>• Ongoing works with the Students' Association and the Active Campus Co-Ordinator to have plans in place for the next year</li> </ul> <p>The issue around counselling across the college sector problems were noted and the need for this to be assessed. Conversations are ongoing with Government and the provision of services is a complex situation.</p>	X
46-24	<p><b>Students' Association – Activity Report</b> (V Nikitina) <b>K Pettitt joined meeting at 1134</b></p> <p>A PowerPoint presentation provided an update overview of SA Activity. A paper is also available for viewing on Teams.</p> <p>Key highlights included:</p> <ul style="list-style-type: none"> <li>• Student President election results and data on voters and sector figures shared</li> <li>• Gender Affirming Fund advised of application data noting future funding to include clearer eligibility information</li> <li>• Information on the Student Partnership Agreement: Wellbeing was shared advising of key themes identified and the launch date in September 2025</li> <li>• Class Rep attendance noted a small improvement in attendance</li> <li>• Lecturer &amp; Support Staff of the Year Awards shared an update on</li> </ul>	X Presentation

	<p>nominations and this Award will be presented at the upcoming Go Celebrate event</p> <ul style="list-style-type: none"> <li>Scotland Tertiary Enhancement Programme update included project representation, chosen projects, participation and the next steps.</li> </ul>	
47-24	<p><b>Business &amp; Community Development Update</b> (D Abernethy)</p> <p>D Abernethy provided a presentation sharing an update on Business &amp; Community Development.</p> <p>D Abernethy's update advised of:</p> <ul style="list-style-type: none"> <li>Income and credits generated to date</li> <li>Part-time Learning progress updated including enrolments, contracts and income</li> <li>The update on Scottish Maritime Academy advised of full teaching capacity, courses and growth areas</li> <li>Business Development activity included information on secured bids to be delivered over the next 12 months, collaboration with ASET, support with the ETSH team and a new bid writer post has been filled within the team</li> <li>Modern Apprenticeship activity informed of the increase on last year, the upcoming contract, the increase in income and the number of new apprentices.</li> <li>The update on Sponsored initiatives included continued growth with Shell and the projects involved. Bluefloat sponsorship was noted. Benefactor funding of a further £200k was highlighted and the plans for this year's projects was shared</li> </ul> <p>B Hutcheson thanked D Abernethy for the comprehensive updated.</p>	Presentation
48-24	<p><b>TQEF Update Presentation (to include STEP)</b> (R McGregor)</p> <p>R McGregor shared an update on TQEF and SEAP by way of a Presentation to inform Members of the current position.</p> <p>Key highlights informed of 'how do we delivery quality assurance and enhancement' and this noted the process, engagement, quality activity, programme and data evidenced reporting.</p> <p>The current work to roll out TQEF was shared advising of processes in place. SFC Self Evaluation and Action Plan (SEAP) feedback informed of the sector themes being positive and happy with the standard and impressed with the strong student support.</p> <p>B Hutcheson thanked R McGregor for the update.</p>	Presentation
49-24	<p><b>SEAP Feedback Presentation</b> (R McGregor)</p> <p>As item above</p>	
	<b>Matters for Information</b>	
50-24	<p><b>Student Satisfaction &amp; Engagement Survey AY2024-25 Results</b> (S Anderson)</p> <p><b>ACTION – Student Satisfaction &amp; Engagement Survey update to be presented at Regional Board June meeting.</b></p>	X
51-24	<p><b>Any Other Business</b></p> <p>No items were identified.</p>	
52-24	<p><b>Summation of Actions and Date of Next Meeting</b></p> <p>Only one Action was identified under item 50-24</p> <p>This is the last meeting scheduled for AY24-25 and the schedule of</p>	

	meetings for AY25-26 will be issued during the summer period.	
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**Signed: B Hutcheson, Curriculum & Quality Committee Chair**

**Dated: 27.11.25**