

## CURRICULUM & QUALITY COMMITTEE

### MINUTE OF MEETING

Minute of meeting of the Curriculum & Quality Committee held on Thursday 27 November 2025 at 1000 hours through the use of Microsoft Teams

**Present:**

Bryan Hutcheson (Chair)  
 Caroline Laurenson  
 Ellie Zemani  
 Emma Maclsaac  
 Ewan Rattray  
 Mark Fotheringham  
 Neil Cowie  
 Susan Elston

**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  
 Robert Laird, Head of Planning and Academic Partnerships (for Agenda Item 05-25)  
 Kirsty Pettitt, Student Engagement & Wellbeing Manager (Agenda Item 09-25; 10-25)  
 Linda Taylor, Assistant Principal: Student Services (15-25)  
 Brian Dunn, Head of Sector: Care, Education & Social Sciences (16-25)  
 Susan Lawrance, Secretary to the Board  
 Lorraine Garden, Minute Secretary

Agenda Item		Paper
01-25	<b>Apologies for Absence</b> Apologies were received in advance of the meeting from D Cockburn and C Dempster	
02-25	<b>Declaration of any Potential Conflicts of Interest in relation to any Agenda Items</b> C Laurenson declared a potential conflict of interest by virtue of her involvement with Code The Code (Education for Young People).	
03-25	<b>Minutes of Previous Meeting – May 2025</b> The Minute was approved as a true and accurate record.	X
04-25	<b>Matters Arising from the Previous Meeting – May 2025</b> Complete	X
	<b>Reserved Matters</b>	
	<b>Performance Reporting</b>	
	<b>R Laird joined the meeting</b>	
05-25	<b>Overview of Activity and Credits position AY2025-26 (Robert Laird to present)</b>	X

	<b>R Laird left the meeting</b>	
06-25	<b>Business and Community Development Update (Report) (Duncan Abernethy)</b>	X
	<b>Matters for Decision</b>	
07-25	<p><b>Committee Terms of Reference – proposed changes</b> (Chair/Robin McGregor)  A summary of a recent meeting (R McGregor; B Hutchison and D Cockburn) to review and consider the remit of the Committee was provided. Discussion on papers; presentations and key themes took place. Highlight of the need to retain structure and good governance was noted. It was agreed that whilst the Committee have many matters for discussion and information few decisions, due to operational requirements, and the wide remit of the Committee, are required. The need to understand processes and have clarity on information was agreed. Members agreed to the changes as proposed.</p> <p><b>Action: Members asked to provide feedback throughout the year on the work of the Committee and proposed changes.</b></p>	X
08-25	<p><b>Programme of Business AY2025-26 (Draft)</b>  Programme of Business shared was agreed, with members noting the ability to flex if required, and the inclusion of Curriculum Showcases. The PoB was approved.</p>	X
	<b>K Pettitt joined the meeting</b>	
09-25	<p><b>SA Budget (AY2025/26)</b> (Kirsty Pettitt)  K Pettitt summarised the budget paper and presented additional information on the spending and initiatives undertaken. Highlight was made to the launch of the popular free soup for students' initiative (supported by College Catering provider). Members also noted the cost of providing free breakfast is now being met by the College, freeing up SA funds for other projects.</p> <p>In response to a query regarding possible gaps, K Pettitt advised staffing remains the biggest spend. The year-on-year improvement with SA engagement and the</p>	X

	increased work of the SA was recognised by Members. A Du Plessis highlighted engagement work alignment to the SPARQs framework. The Budget as presented was approved.	
	<b>Matters for Discussion</b>	
10-25	<p><b>Students' Association Activity Report &amp; SA Partnership Agreement verbal update</b> (Emma Maclsaac &amp; Kirsty Pettitt)</p> <p>E Maclsaac provided an update on key highlights within the Student Associations' Activity Report, including the increase in class rep engagement, Executive Officer participation, student activity engagement with the key area around student mental health, the free soup pilot, key points from the Student Mental Health Agreement and of her role in SPA and STEP highlighted.</p> <p>K Pettitt provided an update on the Student Partnership Agreement (which would usually come to Committee). This is currently undergoing national discussions with decision awaited on its future. The shifted focus on STEP projects and opportunity to get involved in pilot workshops nationally was recognised. Members noted an update will be shared once available.</p> <p>The provision of free breakfast and soup at SMA was questioned. D Abernethy provided an update on low-cost options being explored.</p>	X
	<b>K Pettitt left the meeting</b>	
11-25	<p><b>First impressions Survey</b> (ahead of presentation to Dec Board) (Robin McGregor)</p> <p>A summary of the shared survey data was provided by R McGregor. Members noted this provides an opportunity to capture feedback and benchmark performance. The high response rate was also noted, alongside the high levels of satisfaction. Acknowledgement of the significant work involved in completing the survey was made.</p>	X
12-25	<p><b>Draft KPI Results for AY2024/25</b> (Robin McGregor)</p> <p>R McGregor summarised the shared paper, which focuses on full time student attainment. The small percentage point improvement in full time attainment was highlighted. The comparative analysis across a 3-year period, highlighting areas of sustained strength and opportunity for further enhancement was recognised. The positive upward improvement was commended.</p>	X
	<b>Matters for Information</b>	
13-25	<p><b>Student Support Activity Report &amp; Equalities and Wellbeing Update (to include Equalities Outcomes)</b> (Alesia du Plessis)</p> <p>A du Plessis provided a summary of the shared paper highlighting the slight drop in safeguarding reports, with overall service demand remaining high.</p> <p>The Equalities &amp; Wellbeing Committee presentation was shared, emphasising NESCol above sector outcomes for key aims. Various promotions were also detailed as well as was an overview of the Committee action plan.</p> <p>Members commended the initiatives and the engaging material. R McGregor stressed qualifications are only one part of students' education which should include socialisation and self-management.</p>	X
14-25	<p><b>Annual Quality Assurance Report + MA Inspection Update</b> (Robin McGregor)</p> <p>R McGregor provided an overview of the substantial report available via MS Teams, which describes the quality assurance information on activity planning undertaken throughout the year, with feedback gathered through support self-evaluation. Attention was drawn to complaints, with Members noting that whilst there has been no significant increase in the number of complaints, the complexity of cases requiring full investigation has risen. A summary of other quality work undertaken was provided noting the alignment with the strategic direction of the College.</p> <p>A verbal update was provided on the upcoming MA HMIE inspection. Fuller</p>	X

	discussion took place in relation to the tertiary education system, the roles of quality assurance agencies and varied methods for review and inspection.	
	<b>L Taylor joined the meeting</b>	
15-25	<p><b>Student Information System Project Update – how will this enhance staff and student support</b> (Linda Taylor)</p> <p>L Taylor provided members with an update on the new student records system, including its benefits, challenges and next phases of its iteration. Members were advised NESCol is the first College in Scotland to implement the system, which provides a “one stop shop” for activity. Upgrades and improvements are being reviewed to ensure the College are making the most of the system. S Elston asked for sight of the system to make it easier to understand i.e., what does it do for a student and for staff. This would assist bringing the report to life.</p> <p><b>ACTION – L Taylor to provide a video on integration at the next meeting</b></p> <p>Discussion followed on the teething issues, integration, operation and core functions. It was acknowledged that there are still areas where improvements can be made, with the next phase anticipated to be less challenging.</p>	X
	<b>L Taylor left the meeting</b>	
	<b>Showcase (presented by B Dunn who joined the meeting)</b>	
16-25	<p><b>Social Science and Learning Opportunities</b> (Head of Sector: Brian Dunn)</p> <p>Members were reminded of the agreement at a previous meeting to provide a focus on different areas of each sector to showcase the day-to-day work undertaken by different curriculum teams.</p> <p>B Dunn shared the presentation providing a showcase on the Social Science sector. Discussion followed on opportunities to share the sector showcase, with various options including local history projects, visits, events and open days being mooted. Members also acknowledged the articulation trend data, with progression routes to higher education providers also commended. Attention was also drawn to the positive comments on the readiness of the students who enter University having completed their HN studies at college.</p> <p>The Committee Chair thanked B Dunn for his enlightening presentation.</p>	X
	<b>B Dunn left the meeting</b>	
	<b>Any Other Business</b>	
	n/a	
17-25	<p><b>Summation of Actions and Date of Next Meeting</b></p> <p>The next meeting will take place on Wednesday 19 February 2025 at 1000 hrs. via MS Teams.</p>	

**Signed: B Hutcheson, Curriculum & Quality Committee Chair**

**Dated: 18.02.26**