

CURRICULUM & QUALITY COMMITTEE

MINUTE OF MEETING

Minute of Meeting of the Curriculum & Quality Committee of North East Scotland College held on Wednesday 18 February 2026 at 1000 via Microsoft Teams

Present:

Bryan Hutcheson (Chair)
Duncan Cockburn
Caroline Laurenson
Ellie Zemani
Emma MacIsaac
Mark Fotheringham
Neil Cowie
Susan Elston
Cindy Dempster
Paul Butters

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 (Agenda Item 22-25)
Paul Smith, Assistant Principal: Planning & Communications (Agenda Item 23-25)
Kirsty Pettitt, Student Engagement & Wellbeing Manager (Agenda Item 27-25)
Iain Cocker, Business Development Manager & Ian Runcie, Employer Engagement Manager (Agenda Item 32-25)
Lorraine Garden, Minute Secretary

AGENDA

| Agenda Item | | Paper |
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| 18-25 | Apologies for Absence Apologies received in advance of the meeting from E Rattray and S Lawrance | |
| 19-25 | Declaration of any Potential Conflicts of Interest in relation to any Agenda Items No items were declared however, B Hutcheon noted D Cockburn's potential conflict of interest by virtue of his position with RGU. | |
| 20-25 | Minute of Previous Meeting – 27/11/25 The Minute was approved as a true and accurate record. | X |
| 21-25 | Matters Arising from the Previous Meeting Complete - with one ongoing item (Terms of Reference) | X |
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| | Reserved Performance Reporting Matters | |
| 22-25 | Overview of Activity and Credits Position AY2025-26 (R Laird) | X |

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| 23-25 | AY2026-27 Applications Update (P Smith) | X |
| 24-25 | HMIE Inspection of Modern Apprenticeships Verbal Feedback (R McGregor) | |
| 25-25 | Performance Against Identified Risks (R McGregor) | X |

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| | Matters for Discussion | |
| 26-25 | <p>Spotlight Review Update (R McGregor)</p> <p>R McGregor provided an update to highlight the progress made throughout the year and advised this review process has been used at the college for a few years now. This is a team based supported model of improvement by means of managers working together on action plans to diagnose problems and outcomes to implement robust processes to drive improvement. Review is carried out to ensure processes are fit for purpose and to use information to implement change and innovation.</p> <p>Discussion followed on the process and rationale followed and members noted the process is well received by staff. There are templates for each phase of the process with regular updates and monitoring ongoing with managers to assist teams to build action plans of the self-evaluation plan which is both trackable and auditable.</p> | X |
| 27-25 | <p>Students' Association Activity Report (K Pettitt / E Maclsaac)</p> <p>K Pettitt joined at 1159</p> <p>An update on the SA Activity Report was provided by E Maclsaac providing highlights on key items including Class Ref Feedback, Executive Officer update, Cost of Living Initiatives update, Student Mental Health Agreement, Gender Affirming Fund, Elections and STEP.</p> <p>B Hutcheon thanked E Maclsaac for the update, noting the impressive amount of work undertaken. S Elston acknowledged the amount of ongoing work which highlights the need for additional support i.e., foodbank, soup project etc. and asked if there was anything else that would be a need/priority. Feedback suggested more staffing resource, with the change to the role of President. Members were informed of the high demand of the SA, of getting students involved and engaged and how to compensate them for their time.</p> <p>K Pettitt left at 1112</p> | X |
| 28-25 | <p>Quality Update TQEF (incl. overview of new ILQR process) (R McGregor)</p> <p>R McGregor provided an update on the proposed approach to institute quality reviews as part of new tertiary enhancement programme arrangements. Details on enhancement, self-evaluation planning, ILQR requirements, process and structure were shared with a case study provided at a future meeting.</p> <p>Discussion followed on the reporting line to the Board and the role of the Committee in the future. Items, Members noted, will be presented back to the Committee at a future meeting when Members' feedback will be sought.</p> | X |

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| | <p>Involvement of the SA was discussed, and it was confirmed that students will play an important part of the decision making. Student representation will be key and review of involvement will be considered.</p> <p>Members noted implementation of quality current mechanisms are reliant on self-evaluation participation and management discussion.</p> | |
| 29-25 | <p>Curriculum & Quality Committee Evaluation (S Lawrance) In the absence of S Lawrance, B Hutcheon led this item. The generally positive report was shared, with the Chair, Vice Chair and R McGregor happy to take comments out with the meeting.</p> | X |
| 30-25 | <p>Student Support Activity Report (A du Plessis) An update was provided by A du Plessis on the work of the Student Support and Engagement teams, the Equalities & Wellbeing Committee and the Student Services teams with key highlights shared, noting a fuller update on Trauma Informed Practice will be provided at the next meeting.</p> <p>R McGregor provided an update on the Student Support Funds items, noting that previous updates did not include a comprehensive report on funding. L Taylor manages this as part of the wrap-around support for students and a more detailed update will be brought to a future meeting. ACTION – L Taylor to provide a comprehensive update on Student Services at a future meeting</p> <p>Thanks were offered to the Student Support team for the great work they do.</p> | X |
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| | Matters For Information | |
| 31-25 | <p>Student Information System – EBS Video Update (L Taylor) An overview on the functionality of the use of the new Student Information System is available for viewing on Teams noting L Taylor did not join the meeting due to time constraints.</p> | X |
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| | Showcase | |
| 32-25 | <p>Employer Engagement (D Abernethy) I Cocker and I Runcie joined at 1136 D Abernethy welcoming both I Cocker and I Runcie to the meeting to provide an update on engagement with employers and re-skilling. The opportunity to share specific case studies with members post meeting was noted.</p> <p>I Runcie provided details of employer engagement relating to a wide range of activities including Foundation Apprenticeships; Modern Apprenticeships; upskilling/reskilling; sponsored initiatives; curriculum engagement and the Scottish Maritime Academy. Additional detailing of new starts, new assessors, income increases and the strategic move away from managing agents to increase growth was also shared.</p> <p>I Cocker provided details on the NESCol sub-brand, Workforce Development which is closely aligned to the overall college branding. Highlight was made of the current landscape challenges with work continuing to engage with employers. Reference was made to the dedicated resource now in place to manage employer bookings and support progression of connections. Venue hire, a newly developed area, is being advanced.</p> <p>Upskilling and reskilling case study information was shared, including The Street Knowledge Course, developed on behalf of Uber. Future opportunities were highlighted, including increased engagement with ASET. Sponsored initiatives were also spotlighted as a potential growth area. Recognition was given to other areas within the College that engage with employers beyond the BCD team and outside the apprenticeship remit.</p> | X |

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| | <p>In response to a query regarding potential impact should employer numbers decline, reassurance was provided on the diverse approach to draw funding from a range of avenues which is continually monitored. Various curriculum engagement was discussed including esports and digital media, featuring dedicated facilities and a presence on streaming platforms like Twitch for tournaments and student projects.</p> <p>I Cocker and I Runcie left at 1201</p> | |
| 33-25 | <p>Any Other Business No additional items.</p> | |
| 34-25 | <p>Summation of Actions and Date of Next Meeting The next meeting will take place on Thursday 21 May 2026</p> | |

Signed: B Hutcheson, Curriculum & Quality Committee Chair

Dated: 21.05.26