

UHI | INVERNESS

MINUTES of the MEETING of the LEARNING, TEACHING AND RESEARCH COMMITTEE held via Microsoft Teams on Tuesday 05 December 2023

- PRESENT:** Dee Bird, James Millar, Arvinder Kainth, Elizabeth Keegan, Wendy Grindle, Matthew Millward, Chris O'Neil
- CHAIR:** Dee Bird
- APOLOGIES:** Stephen Sheridan, Pauline Tuthill, Holly Pearce, Professional Development Manager, Russell Edwards, Liz Cook
- OBSERVERS:** Director for Centre for Living Sustainability
Director of Research for Biodiversity and Freshwater
- ATTENDING:** Vice Principal – Curriculum, Student Experience and Quality
Governance Officer

The Governance Officer confirmed that this meeting was quorate.

The Chair welcomed everyone to the meeting and introductions were made.

The Chair welcomed Director for Centre for Living Sustainability and Director of Research for Biodiversity and Freshwater at their first meeting as Observers.

There were no declarations of interests, statements of connections or transparency statements noted.

1. MINUTES FOR APPROVAL

- a.) Note of the Creative Space Session (CSS-LTR-062023) of the Learning, Teaching and Research Committee held on 13 June 2023**

The Note of the Creative Space Session (CSS-LTR-062023) of the Learning, Teaching and Research Committee held on 13 June 2023 was **AGREED** as a correct record.

b.) Minutes of the Learning, Teaching and Research Committee held on 13 June 2023

The Minutes of the Meeting of the Learning, Teaching and Research Committee held on 13 June 2023 were **AGREED** and **APPROVED** for signature by the Chair.

2. OUTSTANDING ACTIONS

- **Corporate Parenting Plan – ONGOING** - The Governance Officer advised that this would be included within the Board Development Plan which will be brought to the Board of Management Meeting in June 2023 for Board review. Two resources will be looked at: Who Cares Scotland and CDN.
- **QAA Presentation – ONGOING** - The Vice Principal – Student Experience and Quality advised that she had reached out to the new lead but has yet to meet with them to discuss this. The Committee was advised that a Short Life Working Group was being formed to discuss the Tertiary Education Framework and noted that the Vice Principal – Student Experience and Quality had requested to join this group and will update the Committee as more information becomes available. UHI Inverness is now involved in national discussions through CDN VP group. This VP group is now also a member of UHI Quality Assurance and Enhancement Committee where this action is being discussed.

3. ANNUAL REVIEW OF SUB-STRATEGIES

- Quality Assurance Enhancement Strategy**
- Student Partnership and Engagement Strategy**
- Access and Inclusion Strategy**
- Digital Transformation Strategy**
- Tertiary Education Strategy**
- Learning and Teaching Enhancement Strategy**

The Vice Principal – Curriculum, Student Experience and Quality provided the Committee with the background to all strategies highlighting that UHI Inverness maps all strategies under KPI Matrix, for all engagement to be reviewed and monitored on a regular basis. The Committee was advised that all presented strategies have been already implemented and have come to the Committee as part of an ongoing annual process of internal review that will take place until 2026. The Members agreed that they would like to see more tangible indicators how those strategies lead and contribute to strategic objectives of UHI Inverness. A discussion took place in regard to more staff and student involvement in college wide activities and events.

The Board welcomed this update and commented on high level of detail in all presented strategies.

Information Systems Manager joined the meeting.

Director for Centre for Living Sustainability suggested that minutes from the Research and Innovation Committee could also be provided for Learning, Teaching and Research Committee's perusal. The Committee Chair agreed and asked the Governance Officer to add minutes from Research and Innovation Committee to Agenda Item 11.

The Committee Chair highlighted to all Members that March 2024 meeting will focus on research and asked for any ongoing research strategies to be presented at the next Committee meeting in March 2024.

Decision: The Committee **APPROVED** all strategies presented.

4. STUDENT OUTCOMES FORECASTING AND PROGRESS TO DATE

The Vice Principal – Curriculum, Student Experience and Quality and Information Systems Manager spoke to their joint report to provide the Committee with an update on student outcomes forecast for 2023/24. The early withdrawal date for FE full time students has been brought forward from 1st November to 3rd October in line with SFC guidance. Targets have been established for withdrawal/retention, partial success and successful outcomes at a college level and for FE courses that are over 160 hours, and for HNC and HND courses in line with SFC publications. The Vice Principal – Curriculum, Student Experience and Quality informed the

Committee that it is anticipated that we have exceeded our target of 66% for FT FE and will achieve 68.9% successful outcomes, an improvement of 10.9% on last year's out-turn. The FT HE is being predicted to achieve an out-turn of 60% for AY 22-23.

The Vice Principal – Curriculum, Student Experience and Quality also reported to the Committee that a general theme is being recognised across all institutions in regard to increased number of study suspensions due to mental health issues. This has also taken its toll on staff supporting students affected. A new policy is being put forward by Quality for all student facing staff to undertake mandatory Mental Health First Aid course to enable staff to better support students in crisis. The Committee thanked the Vice Principal – Curriculum, Student Experience and Quality and Information Systems Manager for their detailed report and welcomed the plan for mandatory Mental Health First Aid course to be offered to all student facing staff.

Decision: The Committee **APPROVED** the report presented.

Information Systems Manager left the meeting.

5. **EARLY STUDENT EXPERIENCE SURVEY**

The Vice Principal – Curriculum, Student Experience and Quality provided the Committee with a short summary of the Early Student Experience Survey (ESES). UHI Inverness has seen full recovery when it comes to students' participation and satisfaction rates. The current participation rate finished at 63.4% compared to 44% before pandemic, and satisfaction rate hit 96.6%. Both high results were down to hard work of Emma Baillie, Quality Officer, who had an innovative idea of partnering with a local charity; work recognised at recent CDN Awards.

The Committee welcomed both results and congratulated staff on winning the CDN Award.

Decision: The Committee **APPROVED** the verbal report presented.

6. HISA UPDATE

Student's Association President provided the Committee with a short summary of all recent students' activities:

- Data Sharing Agreement in place in regard to Student Voice Representatives' engagement and involvement which will produce solid data next AY.
- There are 75 Student Voice Representatives this AY, and 25 have attended their first meeting in October, with second meeting taking place in December.
- New Chief Executive and Student Engagement Officer appointed.
- Students voted in favour of the new Mental Health First Aid policy and training to be offered to student facing staff.
- Close cooperation with Quality and Marketing and Communication teams to increase the number of students involved in activities and events.

Director for Centre for Living Sustainability would welcome stronger cooperation with students in regard to student led research.

The Committee thanked Student's Association President for a detailed report and welcomed the idea of closer cooperation between students and Research.

Decision: The Committee **APPROVED** the verbal report presented.

7. CORPORATE PARENTING PLAN 2023-26

The Vice Principal – Curriculum, Student Experience and Quality spoke to the joint report to provide the Committee with an overview of UHI Inverness Quality Enhancement plan for AY 2023-24 and the areas of particular focus. The new Corporate Parenting Plan 2023-26 supports the continued improvement of outcomes for care experienced young people. It has been reported that there is a significant gap in the outcomes and life chances of care experienced young people by comparison to their non-care peers. Every college and university were tasked by the SFC in 2016 to devise a Corporate Parenting Plan outlining how they would

provide greater support to care experienced young people to close the attainment gap. The SFC Statement of Ambition 2020, sets out expectations of equal outcomes by 2030.

The Vice Principal – Curriculum, Student Experience and Quality informed the Committee that the document provided is still being updated as we are currently identifying 3 areas to be developed over the next 3 years. A number of short- and long-term actions has been identified already and UHI Inverness works in partnership with local authorities and is leading the approach to care experienced people in the region.

The Committee commented the Vice Principal – Curriculum, Student Experience and Quality on well-presented report and congratulated UHI Inverness for working at the forefront when it comes to provision and support for care experienced people.

Decision: The Committee **APPROVED** the report presented.

8. COMMITTEE AND CHAIR EVALUATION FEEDBACK

The Governance Officer spoke to her report on Committee and Chair Evaluation Feedback. All survey results have been provided as Appendix 1. The Committee members will be provided with a copy of current Terms of Reference and all current and outstanding training details will be looked at.

Decision: The Committee **APPROVED** the report presented.

9. LEARNING & TEACHING REVIEW

The Vice Principal – Curriculum, Student Experience and Quality spoke on behalf of the Quality Manager and provided the Committee with a summary of strengths identified from the Learning Teaching Review process in 2022-23. The Committee members were asked to familiarise themselves with the report provided and contact to the Chair and Governance Officer with comments if needed.

Russell Edwards joined the meeting.

10. QUARTERLY COMPLIANTS REPORT

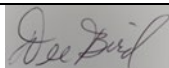
The Vice Principal – Curriculum, Student Experience and Quality spoke on behalf of the Quality Manager and provided the Committee with a compliance assurance with SPSO requirements to monitor complaints. The Committee members were asked to familiarise themselves with the report provided and contact to the Chair and Governance Officer with comments if needed.

11. MINUTES FROM COMMITTEES - CONFIDENTIAL

The Committee noted the minutes of the Student Journey and Enhancement Committee Meetings held on 13 June 2023, 20 September 2023 and 25 October 2023.

12. DATE OF NEXT MEETING: TUESDAY 12 MARCH 2024 AT 4.30 P.M.

Signed by the Chair:



Date: 12-03-2024