

UHI | INVERNESS

MINUTES of the MEETING of the LEARNING, TEACHING AND RESEARCH COMMITTEE held via Microsoft Teams on Tuesday 11 June 2024

PRESENT: Dee Bird, Matthew Millward, Chris O'Neil, Holly Pearce, James Millar, Arvinder Kainth, Elizabeth Keegan, Wendy Grindle

CHAIR: Dee Bird

APOLOGIES: Mark Sheridan, Stephen Sheridan, Pauline Tuthill, Russell Edwards, Quality Manager, Vice Principal – Curriculum, Student Experience and Quality, Operations and Commercial Manager

IN ATTENDANCE: Director for Centre for Living Sustainability
Director of Research for Biodiversity and Freshwater
Tertiary Education Leader (TEL) for Management, Health and Creative Arts
Tertiary Education Leader (TEL) Technology, Environment and Education
Quality Officer
Information Systems Manager
Governance Officer

The Chair welcomed everyone to the meeting.

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

1. MINUTES FOR APPROVAL

a.) Minutes of the Learning, Teaching and Research Committee held on 12 March 2024

The Minutes of the Meeting of the Learning, Teaching and Research Committee held on 12 March 2024 were **AGREED** as a correct record.

2. OUTSTANDING ACTIONS

- **Approval of Minutes from 12 March 2024 – Complete** - Minutes of the Learning, Teaching and Research Committee held on 12 March 2024 to be emailed out to Committee members for approval.

Decision: It was **AGREED** that this item could be removed from the list.

The Chair agreed that a number of agenda items can be brought forward due to availability of people reporting on them.

6. END OF YEAR STUDENT SURVEY (SSES)

Quality Officer joined the meeting.

The Quality Officer spoke to the report which provided the Committee with a high-level overview of participation and satisfaction rates in our end of year student survey of AY 23-24.

UHI Inverness partnered this year with the charity Highland Hospice which was chosen by students for SSES 2023-24. The SSES asked thirteen set Scottish Funding Council questions, as well as satisfaction with quality of service received from UHI Inverness services.

The overall response rate for the SSES in 2023-24 was 57%. This is a 4% increase in response rates compared to 2022-23 (53%) which had in turn seen a 20% increase compared to 2021-22 (33%). The 2023-24 SSES saw a marginal overall satisfaction decrease to 91.63% from 92.82% last year. The satisfaction rate between the ESES to SSES dropped by 4.37% from 96% however this decrease between the two surveys is a common trend.

A short discussion in regard to survey results, open text comments and next steps took place.

The Committee welcomed the confirmation that college is looking at ways to better engage with remote students and to identify physical social spaces on campus.

The Chair thanked the Quality Officer for his detailed report.

Quality Officer left the meeting.

4. PROGRAMME AND MODULE LEADERSHIP GUIDELINES (CONFIDENTIAL)

Tertiary Education Leaders (TEs) for Management, Health and Creative Arts & Technology, Environment and Education joined the meeting.

TEs for Management, Health and Creative Arts & Technology, Environment and Education spoke to their CONFIDENTIAL report (CN- 01-062024).

5. SCHOOLS/SENIOR PHASE & GA ENGAGEMENT

TEs for Management, Health and Creative Arts & Technology, Environment and Education spoke to their joint report which provided the Committee with an update on senior phase application data and an insight into engagement with GAs.

The report provides an update on applications to Senior Phase programmes for AY 24/25. Senior Phase programmes have continued to be popular and attract a growing amount of applications year on year. Senior Phase programmes are those which we offer to S4-6 school pupils as part of their school timetable. UHI Inverness delivers 68 programmes which cover the entirety of our curriculum and provide progression pathways into our full-time FE and HE programmes. Included to our offer for next AY are a range of HNCs which S6 pupils can undertake whilst remaining at school. UHI Inverness continues to move to more work-based learning through our provision of Modern and Graduate Apprenticeships with 6 GA programmes being currently offered. The cumulative growth in GA numbers will

support our future HE recruitment and will be critical to attracting future applicants, as more learning moves to work based.

The Committee welcomed the report, positively commented on an excellent team approach reflected in increasing application numbers and recognised it as a sector leading initiative.

The Chair thanked TELs for Management, Health and Creative Arts & Technology, Environment and Education for their insightful and comprehensive report.

10. EDUCATION SCOTLAND REPORT

TEL for Management, Health and Creative Arts report spoke to her report which provided the Committee with a brief update on the positive outcome of the recent Education Scotland annual review of the college's FE provision.

The review was overwhelmingly positive with no main points for action identified and only one aspect of further development relating to the work of HISA, student engagement with the student's association, and the student voice representative role.

The full report outlines the findings from the visit and will be presented to Board in June by Joseph Mullholland, the college's link HM Inspector. The report will be published on the websites of both UHI Inverness website and Education Scotland.

The Committee welcomed the report and congratulated all teams involved on such a positive outcome.

The Chair thanked TEL for Management, Health and Creative Arts for her detailed report.

Tertiary Education Leaders (TELs) for Management, Health and Creative Arts & Technology, Environment and Education left the meeting.

3. STUDENT RETENTION AND FORECAST FOR FE & HE REPORT

Information Systems Manager joined the meeting.

The Information Systems Manager spoke to her report which provided the committee with an update on student retention and progress against targets for 2023/24, and a review of the published KPIs for 2022/23.

The early withdrawal rates are lower for both FE and HE full-time students than the previous year, however they are higher for part-time students. It is not expected that there will be further changes to the early withdrawal rates. Further withdrawal rates are currently lower than the end of year position for 2022/23, it is expected that there will be minor growth in the further withdrawal rates up to the end of term. Progress in achieving our full-time FE and HN targets indicates that we are in line with our overall retention target. Work is ongoing to minimise partial success, therefore we have the potential to achieve or exceed our % success target.

The Committee welcomed the report and positively commented on all targets achieved to date.

The Chair thanked the Information Systems Manager for her detailed report.

7. HISA ELECTIONS

The HISA Officer spoke to the centrally distributed report which provided the Committee with an update on 2024 HISA Election process.

In the spring of 2024, HISA conducted elections for 16 student officer roles across the UHI region. All students were able to vote for the two regional posts and then one or two depute roles depending on the Academic Partner. These elections were conducted both online and in person, with some candidate recruitment, campaigning and voting, taking place virtually. Four vacancies remain, a much lower vacancy rate than in 2023, for which a co-option process will be developed. The election performance was similar to 2023 in that the turnout of UHI students was 3%. Whilst the number of UHI Student voters has gone down, the turnout has

remained the same because of a drop in the number of enrolled students at this time of the year.

The Committee welcomed the report commented on the impact on UHI Inverness's HISA team with only two officers in place.

The Chair thanked the HISA Officer for presenting the report.

8. HISA END OF YEAR SUMMARY REPORT

Both HISA Officers spoke to their joint report which provided the Committee with an update on HISA activities and events in Academic Year 2023/24.

The report provided a detailed summary on course inductions attended in 2023, Student Voice numbers and engagement, ongoing Officer Projects, events that took place and next steps and plans for the summer.

The Committee welcomed the report and commented on the dedicated student support in place, good energy levels and plans for next AY.

The Chair thanked both HISA Officers for their detailed and engaging report.

9. KPI MATRIX

The Principal provided a short verbal report on behalf of the Operations and Commercial Manager.

Thirty-six measures are in scope year to date with twenty-four measures are satisfactory (Green), eleven unsatisfactory (Red), one marginal (Amber), while two measures (GA and Senior Phase enrolments) are being benchmarked this year and have no target.

The Committee discussed all Performance Measures provided, welcomed all achieved targets and a further discussion around the targets still not achieved took place.

The Chair thanked the Principal for his detailed update.

11. RESEARCH UPDATE – HIGHLIGHTS & CHALLENGES

Directors for Centre for Living Sustainability & Director of Research for Biodiversity and Freshwater provided the Committee with a verbal report on recent highlights & challenges within the research department at UHI Inverness.

Following items had been discussed:

- Link to current Joint Research and Innovation Strategy document circulated to all Members
- Low budget deficit forecast for 2024/25 & costing model for commercial contracts
- Lab investments
- List of recent publications
- Planned move to a new space on campus
- Thriving post graduate community & growing research community with number of events and co-operation projects listed
- Income generation projects – 49 research and knowledge exchange projects
- New business plan being generated

The Committee welcomed the report and positively commented on a high number of activities, projects and publications by the research members. The Committee would also like to see more research information being displayed on campus.

The Chair thanked both Directors for their detailed and engaging report.

12. COMMITTEE AND CHAIR EVALUATION PROCESS

The Governance Officer provided a short update in regard to Committee and Chair Evaluation Exercises which be made available to them via JISC Survey from beginning of July 2024. The survey will stay open till 31 August 2024 and a short report will be presented to the Board in October 2024.

13. QUARTER 3 - COMPLAINTS REPORT

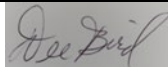
The Committee members were asked to familiarise themselves with the report provided and contact to the Chair and Governance Officer with comments if needed.

14. MINUTES FROM COMMITTEES - CONFIDENTIAL

The Committee noted the minutes of the Student Journey and Enhancement Committee Meetings held on 19 March 2024, 18 April 2024, 15 May 2024, and the papers of Research and Innovation Committee held on 04 June 2024.

12. DATE OF NEXT MEETING: TUESDAY 11 JUNE 2024 AT 4.30 P.M.

Signed by the Chair:



Date: 24-09-2024