

Board of Management

Learning & Teaching Committee

Date of Meeting	Tuesday 17 November 2020
Paper No.	LTC2-B
Agenda Item	3.2
Subject of Paper	Committee Programme of Work 2020-21
FOISA Status	Disclosable
Primary Contact	Paul Clark, College Secretary
Date of production	November 2020
Action	Approve

1. Recommendations

The Committee is asked to review and approve the schedule of work for 2020-21.

Appendices:

Learning and Teaching Committee Programme of Work

BOARD OF MANAGEMENT – LEARNING & TEACHING COMMITTEE

CONVENER: Audrey Sullivan (Interim)

VICE CONVENER: TBC

MEMBERS: David Eaton, Sarah Erskine, Nicolas Garcia, Karen Kelly, Paul Little, Bernie Savage, Rebekah Widdowfield

TERMS OF REFERENCE

1. To provide reports, advice and recommendations to the Board of Management on academic policies and procedures, on matters relating to the curriculum, quality and learning, teaching and support, and on the role and composition of the Academic Board.
2. To undertake high level review of:
 - key aspects of academic performance, including student retention, progression, attainment and achievement;
 - performance on admissions, access and inclusion;
 - arrangements for articulation and partnership
 - approaches to learning and teaching, including the use of IT resources
 - the volume and themes of student complaints, and their handling and outcomes.
3. To reflect on trends in education and encourage innovation and curriculum development to ensure that the College is successfully serving the needs of its internal and external stakeholders and is preparing effectively to meet future needs.
4. To maintain an overview of academic quality assurance and improvement standards and outcomes by reviewing reports from the Academic Board and other relevant sources, both internal and external, including feedback and evaluation from student and stakeholder surveys.
5. To review student induction and support mechanisms.
6. To consider matters concerning student discipline.
7. To monitor the conduct of the academic appeals process.

PROGRAMME OF WORK			
Task	Presented for Consideration	Task Completed	Commentary
STANDING ITEMS			
Curriculum Performance Report (as required)			
Faculty Presentation			
Strategic Risk Review (minimum every 2 nd meeting)			
Academic Board (For Noting)			
Developing Scotland's Young Workforce (For Noting)			
Committee Self Evaluation (once per year.			
Committee Terms of Reference (once per year)			
SCHEDULED ITEMS			
8 September 2020			
Report on Academic Appeals			
Interim Academic Performance Report			
17 November 2020			
Student Update			
Curriculum Performance			
Learning and Teaching Developments			
Student Academic Experience Strategy			
Faculty Presentation: E&H			
Strategic Risk Review			

9 February 2021			
STUDENT - Update			
Learning and Teaching Developments			
My Student Experience Questionnaire			
College Leaver Destinations			
11 May2021			
STUDENT - Update			
Learning and Teaching Developments			
Strategic Risk Review			
Committee Terms of Reference			
Faculty Presentation: TBC			