

Board of Management

Learning, Teaching & Student Experience Committee

Date of Meeting	20 September 2023
Paper No.	LTSEC1-C
Agenda Item	3.3
Subject of Paper	Learning & Teaching Committee Annual Report 2022-23
FOISA Status	Disclosable
Primary Contact	Drew McGowan College Secretary
Date of production	8 September 2023
Action	For Approval

1. Recommendations

- 1.1. To review the Learning & Teaching Committee's annual report for the 2022-23 academic year and approve it for tabling at the Board of Management for noting.

2. Purpose

- 2.1. To provide the Committee and the Board of Management with a high-level review of the Committee's business throughout the most recent academic year.

3. Consultation

- 3.1. Members are asked to discuss the Committee's annual report and, subject to any changes, approve the paper for tabling at the Board of Management's next meeting for noting.

4. Key Insights

- 4.1. Since 2014-15, following an internal audit recommendation, the Board of Management has established the practice of preparing an annual report for each committee. Annual committee reports are tabled early in the academic year.
- 4.2. The annual reports provide a high-level review and record of the Committee's deliberations and decision-making which can be used by members to reflect on the year, as well as to inform other stakeholders. In addition to the regular publication of Board and committee minutes and papers, annual committee reports demonstrate the College's commitment to openness and transparency.
- 4.3. All of the annual reports prepared for the committees will be used as a basis for the drafting of the College's annual report, in line with the original internal audit recommendation.

5. Impact and Implications

- 5.1. Annual committee reports are one aspect of the Board's established practices that aim to provide assurance to the College's students, staff and other stakeholders, including the Regional Board, that our systems of governance, effectiveness and accountability remain robust and delivered to a high standard.

Appendices:

Appendix 1: Learning & Teaching Committee Annual Report 2022-23

Learning & Teaching Committee Annual Report AY 2022-23

Introduction

1. The Learning & Teaching Committee, referred to hereafter as “the Committee”, had oversight of the curriculum, learning and teaching across the College. The Committee provides assurance to the Board of Management that the College continues to be an inspirational place of learning that enables individuals to excel and realise their full potential.
2. A Sullivan convened the Committee in 2022-23 and, over the course of the academic year, its membership consisted of D Eaton, E Keep, P Little, M McClellan, R Widdowfield, T Hands and A Barron. J Taylor and M Miller also served as co-opted members.

Committee Business

3. During this academic year, 4 meetings of the Committee were held to consider the work and priorities of the College within its remit. Members received reports and presentations from the Vice Principal Student Experience, Deans, Directors, College Secretary, the Students' Association (SA) and other members of staff. A summary of key issues and business of note is enclosed below.

Student Academic Experience Strategy

4. The Student Academic Experience Strategy (SAES) 2021-30, informed by students and developed in alignment with the Strategic Plan 2021-30, outlines the College's vision to provide an outstanding student learning experience and to be a sector leader with an international reputation for academic and professional excellence. The SAES has three themed aims – the City Student, City Learning and Teaching, City Student Journey – and outlines the series of objectives to achieve these aims.
5. At the first and the fourth meeting of the Committee, members received a progress report on the implementation of the SAES objectives from the Vice Principal Student Experience. The Committee welcomed the work undertaken and planned by the College to progress the objectives concerning the City Student Attributes, Portfolio Review, Student Success Framework and College Careers Strategy, as well as the development of formal learning spaces and enhancement of the student journey. Members did, however, note the potential impact of the College's financial and funding challenges on aspects of this work.

City Student Attributes

6. The Dean of Creative Industries, who led the cross-college project team, delivered a presentation to members on the development of the City Student Attributes and sought the Committee's approval of the final draft ahead of a formal launch. This work was guided by the ambition outlined in the SAES to ensure students develop a whole series of personal skills and attributes, such as soft, interpersonal and career management skills, in addition to gaining qualifications and technical skills. The four overarching City Student Attributes will support our students to be:
 - **Curious:** encouraged to develop independent attributes such as critical thinking and being eager and creative.
 - **Optimistic and Open:** prepared to be open to new experiences and willing to take on challenges with a positive attitude and enhance their ability to learn, grow, and adapt to a rapidly changing world.
 - **Globally Ready:** prepared to understand the effects of globalisation, promote inclusiveness, interact respectfully with others and promote human rights and wellbeing.
 - **Contributor:** feel a sense of belonging and connection to their learning and will be empowered to contribute, make choices, measure and reflect on their progress.

7. The Committee welcomed progress, commended the staff involved and approved the City Student Attributes. Members also noted that a future update on the launch and implementation of City Student Attributes into the College's curriculum would be provided to the Committee in the next academic year.

Students' Association

8. Members receive an update on the work of the SA at each meeting of the Committee from the Student President and Vice President Learning & Teaching. The SA hosted a successful Freshers at the start of the academic year with over 3,500 students attending. Throughout the year, members also received updates on developments to the SA's Student Parliament, Faculty Reps and Class Reps, with the latter being described by Sparqs as "a robust course rep system that has been an exemplar nationally".

Student Satisfaction

9. The Director of Excellence provided a report to members on the SFC Student Satisfaction and Engagement Survey results for 2021-22. The Committee welcomed that overall student satisfaction with their college experience increased from 76% in 2020-21 to 79% in 2021-22. However, members noted that a significant drop in the College's response rate from 37% to 26% and were informed that work would be undertaken to understand the reasons for this and improve the response rate in the next survey.

Leaver Destinations

10. The Committee also received a report from the Director of Excellence on the destinations of the College's leavers in 2020-21. Members welcomed the news that 88% of City leavers were in a positive destination, of being in work or enrolled in further study, compared to the sector average of 84%.

Education Scotland Annual Engagement Visit

11. At the first meeting of the Committee of the academic year, the Director of Excellence presented the Evaluative Report and Enhancement Plan and apprised members of the outcome of Education Scotland's 2022 progress visit. Members welcomed the conclusion of Education Scotland that the College had achieved satisfactory progress and discussed the areas identified for further progress.
12. Following Education Scotland's most recent annual visit in April 2023, the Committee received an indicative report at their final meeting of the academic year to inform them that the College had again achieved satisfactory progress. Members noted that a full report would be tabled at the Committee and the Board in the new academic year.

Academic Performance and Portfolio Review

13. The Director of Excellence presented a paper setting out the College's academic performance in 2021-22. He confirmed that the College delivered 192,646 credits against the expanded target of 194,219 – achieving 92.2%. Members were also informed that successful completion rates for part-time FE and HE students were stable but were declining for full-time FE and HE students. The latter, the Director of Excellence explained, was a result of the difficulties Faculties faced as a result of regional lockdowns that persisted throughout the year, particularly on vocational courses.
14. The Committee also received a report on the outcome of the recent Portfolio Review, which was informed by the academic performance data, and the steps the College was taking to address underperformance in courses.

Presentations

15. At each meeting of the Committee throughout this academic year, members received presentations from members of staff on work that was being undertaken across the College.

- **Library of the Future:** The Libraries Manager shared the progress the College was making towards creating the Library of the Future, including the development of individual, collaborative and virtual learning environments.
- **How We Teach:** Members received a presentation on the role of the Learning & Teaching Academy as a development and support service to academic staff to enable the enhancement of learning and teaching.
- **Apprenticeships:** The Associate Dean of Electrical and Mechanical Engineering joined the Committee to discuss engineering apprenticeships and the wide range of employer engagement the College undertakes. Members welcomed the development of an Apprenticeship Strategy – to be tabled for consideration in the next academic year.
- **Built Environment:** The Committee welcomed the Associate Dean of Construction and the Curriculum Head of Construction Technology to deliver a presentation on the formation of an Employer Board, employer engagement and an industry-relevant curriculum in their area.

Strategic Risk

16. Members regularly reviewed the Strategic Risk Register and Management Action Plans (MAPs) for those risks within the remit of the Committee, recommending any changes to the Board for final approval.

Members' Attendance

17. The attendance of members of the Committee for this academic session, and the previous four academic years, is as follows:

Year	No. of Meetings	Possible Attendances	Actual Attendances	Percentage Attendance
2018-19	4	22	16	73%
2019-20	3	27	25	93%
2020-21	4	33	24	73%
2021-22	4	31	28	90%
2022-23	4	26	22	85%

Review

18. The Board of Management's committees review their Terms of Reference annually, recommending any changes to the Board for approval. This is an opportunity for members of the Committee to reflect on the purpose, remit, business, membership and meetings at the end of the academic year with the next session in mind.

19. In June 2023, the Board of Management approved a new structure and Terms of Reference for its committees. On 1 August 2023, the Committee was retitled "Learning, Teaching & Student Experience" and assumed a wider remit to include the student experience, previously under the Students, Staffing & Equalities Committee now known as the People & Culture Committee.