

## **Agenda Item 4 CSAO 21/11/12**

### **Minute**

#### **Curriculum and Student Affairs and Outcomes (CSAO) Committee**

#### **12.30 pm 12<sup>th</sup> September 2016 Boardroom Cumbernauld Campus**

Present: Rosemary McKenna (Chair), Jacqueline McGarvey, Martin McGuire, Stewart McKillop, Linda McTavish, Zorena Shanks and Jack Smith.

In Attendance: Angus Allan, Brian Gilchrist, Rose Harkness, Diane McGill, Penny Neish, Heather Urquhart.

#### **1. Chairs Welcome**

The Chair welcomed Zorena Shanks and Jack Smith, the new student presidents of NCL and SLC to their first meeting of the committee, and also welcomed the other members to this meeting.

#### **2. Apologies**

There were no apologies. The SLC academic member is in the course of being elected and will attend the next meeting.

#### **3. Declaration of Interest**

There were no declarations of interest.

#### **4. Minute of the CSAO Meeting 23<sup>rd</sup> May 2016**

**4.1** The minute of the meeting was agreed.

**4.2** Rosemary McKenna informed the committee that she had a response to her letter to John Swinney from Shirley Anne Sommerville, the Minister for Further Education, Higher Education and Science. The letter had been passed on to her but due to diary commitments she was unable to accept the invitation but advised that James Boyce, the Acting Head of College Policy, would be happy to attend a meeting.

***Decision: The committee agreed James Boyce should be invited to meet with members of the Committee and visit the regional college.***

#### **5. Regional Outcome Agreement (ROA) Update**

**5.1** The committee was informed that updated guidance was expected to be published shortly with a similar timeline to previous years. The Lanarkshire Region colleges had commented on the draft guidance.

**5.2** The Colleges expect to engage shortly in meetings with the SFC Outcome Agreement Manager over three things:

- a. Evaluation of outcomes from the previous 2015-16 agreement. Colleges will go through their annual audits of data and outcomes sometime in September.
- b. Monitoring the current year agreement 2016-17.
- c. Development and preparation of the 2017-2018 agreement with associated timelines and targets. Guidance is to be finalised by SFC and published shortly.

**5.3** The committee was also informed that both colleges' expected out-turn figures are on track to meet the targeted college and regional activity levels. The committee noted the report.

## **6. Equality Reports**

### **6.1 NCL Report- Equality and Diversity**

**6.1.1** The committee was informed that there is a review of whether to continue with a separate Advancing Equality and Diversity group or, given the need to mainstream equality and diversity into everyday practice, the approach should be to support other groups and teams within the college.

***Action: The committee was invited to contribute to this review.***

**6.1.2** Brian Gilchrist informed the committee that there had been a ministerial launch of the SFC Gender Action Plan which was attended by Zorena Shanks and Nazia Ansari (HR Operations Manager). The SFC Plans states that by 2020 there will be no curricular area with more than a 75:25 split across the genders. While NCL's student body is split 50:50 there are some teaching areas such as care, engineering, automotive and dental which can reflect a split of 95:5 (or higher) in favour of one gender. The SFC will expect funded bodies to have their own Gender Action Plans and that these will be published from March 2017. Members of the committee noted the efforts being made to achieve more of a gender balance in both colleges in areas such as construction, hairdressing and engineering and the work being done in schools. However, it also noted the intractability of this issue which results from deep seated societal issues.

***Action: The Committee will receive further reports on the response to this requirement and the range of other reports and statements that are required under the Equality Act 2010.***

**6.2** Stewart McKillop highlighted the following from the minute of the SLC Equality Group Meeting on the 24<sup>th</sup> August:

- A student counsellor had been appointed at 2.5 days a week.
- The Disabled – GO training contract has ended and will not be renewed. A new internal bespoke system is being planned and is expected to be piloted in January 2017.
- College staff and students joined the Gay Pride March in Glasgow in August.
- Equality Impact Assessments are on-going,
- SLC had received a platinum Investors in People Award,
- Freshers' week had gone well with a series of events outlined in the appendix to the SLC Equality Group minute.

## **7. Student Reports**

**7.1** Zorena Shanks spoke to her report highlighting the following:

- the Be Engaged Programme.
- the Student Association's classroom visits including a very positive visit to the engineering block.
- the volunteer elections which will be later this year with a new role in supported learning classes (the Saints).
- a successful freshers' week which included popular smoothie bikes and free Domino's pizza.
- the students engaging well with the Student Association social media sites and a fold out leaflet about the student association.
- a plan of events activities and campaigns for the year including a mascot competition.

## 7.2 Jack Smith highlighted the following from his report:

- a welcome newsletter for the new students which is appended to his report.
- The LGBT work being undertaken by staff and students in the college and the participation in the PRIDE March in Glasgow.
- The student association has been providing induction presentations to all class groups.
- A very successful freshers' week with lots of events, exhibitions, Capital FM on the campus and fun activities.
- The election process for the voluntary executive committee is well underway with nominations opening on the 8<sup>th</sup> September and closing on the 22<sup>nd</sup> September 2016.
- Jack and Mellissa Mitchell the Vice President have attended NUS training and are working on the SA Operational Plan for the session 2016-17.

7.3 The Chair thanked the student presidents for their reports and congratulated them on the breadth of activity they had undertaken at the start of their presidencies.

## 8. Awards and Achievements

### 8.1 NCL Report

Heather Urquhart circulated the School College Partnership Newsletter Issue 2 to the committee. This sets out information about a model rocket car completion for local high schools, a skills taster session which gave almost 200 pupils the chance to try out job related skills, an insight for primary 7 pupils into careers in dental and science with pupils taking part in live demonstrations and experiments in the college's labs, two events for pupils from seven secondary schools in North Lanarkshire to find out more about construction and sports careers and, finally, North Lanarkshire pupils represented NCL at a prestigious hairdressing and beauty therapy course in Blackpool. The committee noted the work that was being undertaken with the schools and the partnership working that was being carried out with the college and the local schools. The committee also noted that a successful event had been held to promote the message that college can be a stepping stone for some young people to university.

## 9. Report from Committees

### 9.1 Report from NCL Committees and sub-committees

The committee committees and sub committees have not yet met but a timetable of meetings was circulated to the committee for its information. The committee noted this report.

### 9.2 SLC Development Committee Minute

Stewart McKillop presented the May 2016 Quality Enhancement Report to the Development Committee and highlighted the following:

- The Action Learning Pilot (ALP) with Education Scotland came to an end in spring 2016. Angus Allan is a member of the Education Quality Arrangements Group which is working on recommendations for future quality arrangements for colleges.
- The programme of internal audits carried out by trained SLC staff set out at Appendix 1 of the report.
- The update on awarding bodies' activity and external verification visits.
- The marketing report.
- The increase in evening class provision.

- The international activity with Jiangsu Vocational College of Architecture in China with two SLC staff members completing in country teaching, students applying for a Tier 4 visa and twenty staff members from the college in china travelling to SLC for a four week summer programme. Funding has been received from ERASMUS + with SLC staff travelling to France and Spain and travel planned to the Netherlands, Sweden and Ireland in the coming months.

9.3 The committee noted these reports.

## 10. EU and International Students

The committee noted the report which set out the level of EU and International activity in NCL and the report made at item 9.2 above for SLC. The changes to the ability to work in the UK for international students have badly impacted on the numbers attending courses at SLC with a considerable loss of income for SLC on previous levels of activity. Furthermore, the EU referendum result is already having an impact e.g.

- on SLC's EU staff with one now applying in a costly process for UK citizenship.
- UK institutions becoming a less attractive partner for project bids.
- future loss of EU funds to support young people's training and participation in exchanges and projects.

***Action: The Committee Chair asked for a breakdown of EU students and staff at each college to be provided to the committee. The impact on colleges has to be fully included in any consideration on the impact of the loss of European Funding by the Scottish Government and this will be will pursued with Colleges' Scotland by the Chair of the Board and both college Principals through the Principals' Forum.***

## 11. Chair's Update

The item on the letter to John Swinney was taken under matters arising at Item 4.2 above.

**12. AOB:** The committee was informed that the NCL Graduation Ceremony would be on the 4<sup>th</sup> November 2016. The SLC construction awards would be on the 13<sup>th</sup> September 2016.

## 13. Date of the Next Meeting.

The proposed date for the next meeting is Monday 21<sup>st</sup> November 2016 at 12.30 pm at 101 Park Street at the Coatbridge Campus.

## Appendix 1

### EU Student Numbers at NCL

At the Curriculum, Student Affairs and Outcomes meeting last week, there was some discussion around whether the number of students at NCL that come from other parts of the EU could be identified, to gauge the potential impact should the principle of free movement be affected by the UK's withdrawal from the European Union.

The following figures have been supplied by the MIS team, which show the following:

Row Labels	EU	Non EU	UK	Unknown	Grand Total
2015 - 2016	721	231	17841	66	18859
2016 - 2017	439	116	10994	172	11721
<b>Grand Total</b>	<b>1160</b>	<b>347</b>	<b>28835</b>	<b>238</b>	<b>30580</b>

This shows the headcount numbers for last academic year (2015/2016) and the headcount for students enrolled so far in 2016/2017 (excluding any planned January starts).

The largest EU group by far is students who have listed their nationality as Polish, with 504 (70%) of the total of 721 for the 2015/2016 year and 320 (73%) of the total so far of 439 for the 2016/2017 year.