

Minute

Curriculum and Student Affairs and Outcomes (CSAO) Committee

12.30 pm 23rd May Motherwell

Campus

Present: Rosemary McKenna (Chair), Megan Cord, Paul Devenny, Jacqueline McGarvey, Ashley Hickford, Martin McGuire, Linda McTavish

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

1. Chairs Welcome

The Chair welcomed everyone to this meeting of the committee. Following the Board meeting on the 21st March, South Lanarkshire College members of the committee will now attend all committee meetings.

2. Apologies

There were apologies from Stewart McKillop and Brian Gilchrist.

3. Declaration of Interest

There were no declarations of interest.

4. Minute of the CSAO Meeting 22nd February 2016

4.1 The minute of the meeting was agreed.

4.2 Rosemary McKenna highlighted the impact on older learners and women returners and the overall culture of the college set out at paragraph 6.2.3 of the 22nd February 2016 minute as follows:

“The committee was informed that the focus on young people has an impact on the overall culture of the college and on courses as the experience and mentoring that older students bring has been diminished. Young people and the course tutors benefit from the experience, work ethic and life approaches of older students on courses. The committee was also informed that there are issues with this continued focus on young people in terms of demographics – there are not enough young people to sustain this focus. It is also affecting older people who need to retrain to enter or re-enter the labour market and who cannot get funding or places at colleges across Scotland. There will be inevitable changes in the future to the profile of students targeted by the Scottish Government. The committee noted the report.”

4.3 Linda McTavish informed the committee that Colleges’ Scotland were also concerned about this and are making a submission regarding the impact of this policy on funding. She highlighted the recent case of an older student who had won a court case about their access to student funding.

Decision: The committee agreed that a letter would be drafted by the Board Secretary from Rosemary McKenna to John Swinney highlighting this issue and inviting him to come to the Lanarkshire Region. The letter would have figures from both colleges setting out the regional position and would be copied to Colleges Scotland.

5. NCL Report Advancing Equality and Diversity Group

5.1. This paper was tabled and Heather Urquhart highlighted the Scots Law Project as follows:

The Faculty of Business, Social Science and Sport invited the Lord Advocate to give a guest lecture to some of our learners undertaking legal courses. From this relationship, our HND Legal Services students were given the opportunity to undertake a project on behalf of the Crown Office and Procurator Fiscal Service (COPFS) to develop a guide to Scots Law for new arrivals in Scotland. This was a three way collaboration between COPFS, Police Scotland and the College.

The new guide was launched at Hampden Park on 22 March 2016 and has been very well received across the country and the College is proud of the learners' achievement. In his foreword to the document, the Lord Advocate comments:

"This guide is an example of the good work being done throughout Scotland to eliminate discrimination and to foster inclusivity of all people whether they have been here for years or have just arrived in the last few days."

5.2 Linda McTavish drew the committee's attention to the fact that through the Learner Engagement Team, the College has been asked to consider making a submission for the award of the LGBT Scotland Youth LGBT Chartermark.

Although the specific work of LGBT focuses on supporting LGBT people to access services and encouraging organisations to ensure that the needs of LGBT people are met, many of the principles that underpin the LGBT Youth Scotland Charter of Rights are fundamental across the student population. The Charter defines nine rights that form the basis of the charter mark: the right to be kept from harm, the right to be heard, the right to be yourself, the right to be healthy, the right to be looked after, the right to form relationships, the right to privacy, the right to support by the Scottish Government and Westminster, the right to education.

The college is at the early stages of considering this and an update will be provided to a future meeting of the committee.

5.3 The committee noted the report.

6. Student Reports

6.1 NCL Report

Ashley Hickford updated the committee as follows:

6.1.1 Student Elections

- Highest turnout of elections. 851 valid ballots received, 11% turnout, increase of 560% on last year's elections.
- Paper ballot very successful.
- New President – Zorena Shanks (current VP), New VP – Daniel Moore (Sound Production student)

6.1.2 Prison Visits

- So far visited Cornton Vale, Shotts, Greenock, Glenochil
- All visits been very welcome.
- Interesting differences in learning facilities. A few ideas are in planning for our prison students.

6.1.3 Regional Outcome Agreement

- NCLSA met SLCSA to discuss the section of the ROA that we would input into and we submitted this to Derek and Angus. Angus has helped by rewording this to fit with the rest of the ROA.

6.1.4 Essential Skills

- President working with Faculty of Business, Social Science and Sport to present a piece about Essential Skills from a learner perspective. This is happening in Coatbridge on 10th June.

6.1.5 Student Engagement

- The Students' Association have been invited along to Pathways to Care end of year celebration, we will also be attending all of the creative industries end of year showcases.

The Committee Chair thanked Ashley for her report and for her contribution over the year to the work of the committee. The report was noted.

6.2 SLC Students' Association Report

6.2.1 Megan Cord reported as follows:

- that the students were enjoying the new building at SLC
- that Gum Drops had been introduced to provide a place to dispose of chewing gum instead of spitting it out
- swop shops had popped up which allowed students to swop items such as DVDs
- there had been an LGBT rainbow event which had gone well and that students and staff would be going to the PRIDE event in August
- there were student ambassadors for International Women's Day in March.
- there would be a workshop this year on self- defence.
- A motivational speaker – Chris Moon- had spoken at a Destination Success event on the 19th May. He is a very good inspirational speaker and students looking for employment had benefitted from his perspectives.
- The student elections had gone well with 3 candidates for President and 1 for Vice President. Jack Smith has been elected as President and Melisa Mitchell as Vice President.

6.2.2 There is an amended Students' Association Constitution which will go to the SLC Board on the 23rd June 2016.

6.2.3 The committee thanked Megan and noted her report.

6.3 NCL Student Survey

6.3.1 Heather Urquhart tabled an end of session survey 2015/16 for both colleges. She informed the committee that standard questions at regional level had been agreed 3-4 years ago with the SFC. The SFC also have standard questions and these are being incorporated. Each college is, therefore, working with the same set of standard questions. More students are completing the survey with a current 50% return rate .Angus Allan added that the opinion polling organisations such as MORI would use survey response groups of 1,000 – both colleges are well over this number. In response to

a question from the Chair of the Committee it was confirmed that the surveys in both colleges are electronic.

6.3.2 The responses to the questions across the region are as follows:

- I received information and guidance before starting my course (target 90%) - satisfaction 84%.
- I receive advice and support from my tutors (target 85%) - satisfaction 91%.
- The advice and support from my tutors is helpful target (85%) - satisfaction 80%.
- The overall college facilities are excellent (target 85%) – satisfaction 79%
- My learning and teaching experience is positive (target 90%) - satisfied 90%
- I am involved in my own learning target (target 90%) – satisfied 94%
- I have received information and guidance about progressing on from my course (target 80%) – satisfied 85%.

The satisfaction rate at SLC exceeds the target in all cases. The committee noted the report and that further reports would be brought to the committee in due course.

6.4 SLC Student Survey – this item was dealt with at 6.3 above.

7.0 Awards and Achievements

7.1 NCL Report: Heather Urquhart tabled a report on NCL awards and the Chair of the Committee commented that both colleges and their students were doing well in terms of the range and level of achievements. NCL's students have achieved across the board from an innovative football partnership with Clyde FC, taking two gold and one silver from the College Development Network 2016 Marketing Awards, legal services presenting a legal guide for refugees, the Cumbernauld restaurant joining in the Gout de France global celebration, the debut of a race car designed by college students at Knockhill race course and a CAD student being selected to represent Team UK in Euroskills Gothenburg 2016. The committee noted the report.

7.2 SLC Annual Report: Stewart McKillop informed the committee that the report which is a four paged document of key facts and statistics had been designed to get the maximum visual impact and readability and there has been good feedback on this. The committee noted the report.

7.3 SLC Awards and Competitions Spring 2016: The Chair of the committee noted the range and level of student achievement from craft competitions, to hospitality scholarships, to winners of Master Chef advanced diplomas. The committee noted the report.

8.0 Report from NCL Committees and Sub – committees.

8.1 The following papers were considered and noted by the committee:

- Learning and Teaching Team Meetings of the 10/03/16 and also of 5/5/16
- Learning and Teaching E-Technology Team Meeting 26th April 2016
- Learner Engagement Team Meeting 11th May 2016
- Corporate Parenting Team Meeting 11/03/16
- Prisons Update May 2016
- Quality Status Report 5/05/2016

8.2 Heather Urquhart highlighted the demonstration of SMART Kapp and other technologies which is in the minute of the Learning and Teaching Team of the 5/5/16. This is being used in a class and is useful for sharing notes easily, for capturing feedback and it helps to break down barriers between staff and students. The school / college activities also reported in this minute were

progressing well. The minute refers to the Higher Education Institutes' Partnership Strategy document which has been prepared and made available. A letter would be written to Susan Stewart, the Director of the Open University (OU) in Scotland, re the partnership with the OU and she would be invited to NCL. Joan Thomson of the OU is coming to NCL in mid-July. She also highlighted Summerfest on the 9th June which is highlighted in the Learner Engagement Team Meeting. She also highlighted the uptake on Moodle which is in the minute of the Learning and Teaching E Technology Team Meeting of 26th April 2016. She also drew the committees' attention to the review of professional standards PDA showcase on the 8th June 2016.

8.3 Linda McTavish commended the May 2016 Prisons Update Report to the Learning and Teaching Committee which was very interesting from the learning perspective. This is a difficult environment and there has been a considerable achievement in a range of innovative approaches. Ashley Hickford informed the committee that she had been very impressed with what was available when she visited prisons. The students there had only good things to say about the learning provided and that students felt for the time they were learning like students and not prisoners.

9. SLC Action Learning Pilot (ALP) – Report on Quality and Outcomes

9.1 The committee was informed that the SFC had set out four aims for the three colleges' action learning pilots (SLC, NESCOL and Ayrshire Colleges) as follows:

- To integrate performance monitoring of outcome agreements with reviews of quality of learning and teaching. This will reduce duplication of effort.
- To develop evaluation and performance reporting which makes appropriate use of the national quality framework and also reflects the regional context.
- To strengthen ownership and responsibility for self-evaluation of outcomes and quality by colleges as the route to quality improvement
- To ensure that credibility is built into college self-evaluation by embedding independent external critical challenging voices into evaluation processes and to enable the SFC and other stakeholders to have more frequent (annual) validated assurance that College Regions are performing well on all aspects of their work and action is being taken on any weak points.

9.2 Instead of a snapshot approach, SLC piloted a continuous approach to assessment with Education Scotland attending college meetings and then determining what they would look at. The headings in the report follow the SFC approach and the report has been designed to be easily read and understood with a "trip advisor" 5 point grading system to questions under sections asking about whether students receive a high quality learning and teaching experience, the impact the college has, student involvement, learning and teaching, leadership and capacity to improve. All the grades are excellent or very good.

9.3 The ALPs presented to SFC Project Board in March 2016 and the project board recommended that the ALP outcomes form the basis of new evaluation arrangements. There would be a transitional year in 2016 – 17 to introduce new arrangements. The SFC would chair a short-life steering group and Education Scotland would support new arrangements.

10. AOB: There was no other business

11. Date of the Next Meeting.

The proposed date for the next meeting is Monday 12th September 2016 at 12.30pm at the Cumbernauld Campus.