

UHI | INVERNESS

MINUTES of the MEETING of the LEARNING, TEACHING AND RESEARCH COMMITTEE held via Microsoft Teams on Tuesday 13 June 2023

PRESENT: Dee Bird, Stephen Sheridan, William Campbell and Pauline Tuthill.
CHAIR: Dee Bird
APOLOGIES: Russell Edwards, Chris O'Neil, Arvinder Kainth, James Millar,
Matthew Millward and Information Systems Manager
OBSERVERS: Wendy Grindle and Holly Pearce Kayes
ATTENDING: Vice Principal – Student Experience and Quality
Assistant Manager, HISA Inverness
Governance Officer

The Governance Officer confirmed that this meeting was quorate.

The Chair welcomed everyone to the meeting and introductions were made.

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

Committee Creative Space

A creative space session took place which provided the Committee with an opportunity to hear from HISA (Note of Session: CSS-LTR-062023).

1. MINUTES FOR APPROVAL

**a.) Note of the Creative Space Session (CSS-LTR-032023) held on 21 March
2023**

The Note of the Creative Space Session (CSS-LTR-032023) of the Learning, Teaching and Research Committee held on 21 March 2023 was **AGREED** as a correct record.

b.) Minutes of the Meeting held on 21 March 2023

The Minutes of the Meeting of the Learning, Teaching and Research Committee held on 21 March 2023 were **AGREED** and **APPROVED** for signature by the Chair.

2. OUTSTANDING ACTIONS

- Corporate Parenting Plan – The Governance Officer advised that this would be included within the Board Development Plan which will be brought to the Board of Management Meeting in June 2023 for Board review.
- QAA Presentation – The Vice Principal – Student Experience and Quality advised that she had reached out to the new lead but has yet to meet with them to discuss this. The Committee was advised that a Short Life Working Group was being formed to discuss the Tertiary Education Framework and noted that the Vice Principal – Student Experience and Quality had requested to join this group and will update the Committee as more information becomes available.
- Creative Sessions - **Decision:** as HISA have presented as part of today's Creative Session it was **AGREED** that this item could be removed from the list.

3. POLICY FOR APPROVAL

Gender Based Violence Policy

The Vice Principal – Student Experience and Quality provided the Committee with the background to this policy highlighting that as part of our commitment to the Emily Test we had agreed that we would develop a Gender Based Violence Policy.

The Committee was provided with a background to the key areas of the policy and noted that it focussed on the ethos and culture of the Campus rather than procedural detail and that it dovetails with both our student experience theme of providing a safe environment along with other existing policies.

The Committee noted that currently Gender Based Violence training was not mandatory and that instead students could opt in as part of their induction process. The Committee highlighted that the College should consider making this training a requirement.

Stephen Sheridan joined the meeting.

The Committee discussed the support that was in place for students who experience Gender Based Violence.

Decision: The Committee **RECOMMENDED** this policy to the Board of Management for final approval.

4. STUDENT RETENTION

The Vice Principal – Student Experience and Quality spoke to her joint report, highlighting:

- That credit guidelines have been amended and the date for Early Withdrawals has been brought forward to 03 October which should have a positive effect on our Early Withdrawal data.
- In respect of Early Withdrawals for FE Full Time Students we have a finalised figure of 7% which is a reduction of 3.3% from the previous year.
- Early Withdrawals for HE Full Time Students are marginally higher than the previous year and these will continue to be monitored.
- Data across the various schools in respect of FE and HE Full Time Students Early Withdrawals. The Committee were provided with an explanation behind changes.
- That we continue to track withdrawals and the reasons behind these via the Heads of Schools.

The Committee welcomed the retention rates and the work of all staff involved. The Committee commended staff for the recently received Care Experience Herald Award for Widening Access.

5. SCHOOLS/SENIOR PHASE ENGAGEMENT

The Vice Principal – Student Experience and Quality spoke to her joint report and provided the Committee with the context of the current Senior Phase Curriculum, the importance of this provision and the vast range of qualifications which it provides to school pupils. The Committee noted that this provision had also been made available to those within the home educated community.

The Vice Principal – Student Experience and Quality highlighted to the Committee:

- Application trends.
- Increase in degree module uptake.
- New courses which are to be offered in the upcoming Academic Year.
- School engagement.
- Potential risk from recent credit reductions.
- Satisfaction rate of learners.

The Committee welcomed this update and the engagement of these students with the college, staff and HISA. The Committee discussed any potential impact to this provision following the development of the newly merged college UHI North, West and Hebrides and noted that we will continue to work with partners across the region.

6. STUDENT SATISFACTION AND EXPERIENCE SURVEY 2023

The Vice Principal – Student Experience and Quality spoke to this joint report advising that this survey had been concluded prior to Easter and provided the Committee with an overview of the results; highlighting in particular:

- The increased response rate of 53%. The Committee noted that this rate was back to pre-Covid 19 levels.
- Satisfaction has increased and is now at 93%.

- That there were no significant anomalies across the different learner groups, however it was highlighted that care experienced students have a higher satisfaction rate and further analysis of what we are doing well will be undertaken. The Committee noted that FE students are more satisfied than HE students and it was acknowledged that we have more control over the FE curriculum.
- That we had again partnered with a local Charity, selected by Students, which provided students with an incentive to provide their feedback.
- That a breakdown of results per schools has been developed and schools will be looking at this feedback. The Committee noted that in terms of Care, Health and Wellbeing this area was still fully online which may have impacted upon student satisfaction.

The Committee welcomed this year's charity, noting that they have engaged with both staff and students. The Committee commended the work which the College undertakes in respect of supporting students, in particular care experienced students, and recommended that our practices be shared within the sector.

7. HISA ELECTIONS 2023

The HISA Inverness President spoke to this report which provided the Committee with an overview of the election of the 19 roles across the partnership, 6 of which were in respect of UHI Inverness. The HISA Inverness President highlighted the following to the Committee:

- Election performance was 6.28% for the partnership and 3% for UHI Inverness.
- That the report provides a summary and breakdown for each post.
- That HISA had provided candidates with training to prepare them for campaigning and information on the election process.
- That no complaints around these elections have been received by HISA.

The Committee welcomed both the increase in election numbers and the news that UHI Inverness will have a full HISA team on board for the upcoming Academic Year.

The HISA Inverness President enquired as to whether this report provides all the information which the Committee requires and noted that the Committee were happy to have the context to the elections provided and the numbers available within the report.

8. HISA END OF YEAR REPORT

The HISA Inverness President thanked the Committee and the Board for the support which had been provided to him over the year.

The HISA Inverness President provided the Committee with the background to this joint report, reiterating that in the next Academic Year we would have a full Inverness HISA team.

The Committee was provided with an update in respect of:

- Inductions, Student Voice Representatives (SVR), HISA Events and noted that despite low engagement for SVR's we have exceeded our numbers this year.
- That HISA had been part of discussions with Stagecoach, has taken part in campaigns in respect of the cost-of-living crisis and have been able to secure the availability of dairy alternatives within Campus.
- That around 400 students engaged with HISA as part of freshers which was the first that had taken place in person since Covid-19.
- That the affiliated clubs and societies had increased to 13 within this Academic Year. However it was highlighted to the Committee that a new process for this has been implemented and the number of clubs and societies is expected to continue to increase.
- Work had been undertaken to strengthen HISA involvement in the induction sessions at the Scottish School of Forestry.

The Committee was advised that the HISA Inverness President would be moving to the role of Regional President on 30 June 2023 and that the newly elected members would take on their roles at the start of the next Academic Year.

The Committee thanked HISA Inverness President for all the work they and their team had undertaken over the year and the range of activities they had provided to students and wished the HISA Inverness President every success with their new role.

9. CORPORATE PARENTING PLAN 2020-23

The Vice Principal – Student Experience and Quality spoke to this report which provided the Committee with a high-level reflective overview of our plan and insights into the development of our new plan for 2023-26 which will be brought to the Committee and then the Board of Management at the start of the new Academic Year for approval.

The Vice Principal – Student Experience and Quality provided the Committee with a background to the development of our plan and highlighted what has been achieved, how we continue to work in partnership and the support which we provide.

The Committee noted that work has been undertaken to ensure trauma led practice is adhered to.

The Committee welcomed this report.

10. COMMITTEE AND CHAIR EVALUATION PROCESS

The Governance Officer advised that a new online system for the completion of Committee and Chair Evaluations are being undertaken this year. The Committee noted that an invitation has been sent to all eligible members asking them to complete the survey. The Committee noted that any outcomes or actions from these evaluations will be brought to the Board of Management in October 2023 and feedback will be provided to the Chair as part of their annual self-evaluation process.

11. QUARTER 3 – COMPLAINTS REPORT

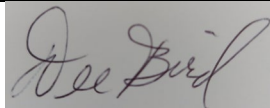
The Committee noted the contents of the Quarter 3 – Complaints Report.

12. MINUTES FROM COMMITTEES - CONFIDENTIAL

The Committee noted the minutes of the Student Journey and Enhancement Committee Meetings held on 13 December 2022, 17 January 2023, 14 February 2023, 14 March 2023, 25 April 2023 and 16 May 2023.

12. DATE OF NEXT MEETING: TUESDAY 19 SEPTEMBER 2023 AT 4.30 P.M.

Signed by the Chair:



Date: 05.12.2023