

# **UHI | INVERNESS**

## **DRAFT MINUTES of the HYBRID MEETING of the LEARNING, TEACHING AND RESEARCH COMMITTEE held via Microsoft Teams and Room 205, UHI Inverness Campus on Tuesday 14 June 2022**

**PRESENT:** Ruth McFadyen, Tina Stones, James Millar, Dee Bird, Russell Edwards

**CHAIR:** Tina Stones

**APOLOGIES:** Matthew Millward, Bonnie Crawford, Arvinder Kainth, Kelly MacKenzie, Stephen Sheridan & Chris O'Neil

**ATTENDING:** Assistant Principal – Academic and Research  
Assistant Principal – Student Experience and Quality  
Director of Research – Biodiversity and Freshwater Conservation  
Director of Remote and Sustainable Communities  
Professional Development Manager  
Tertiary Education Leader  
Tertiary Education Leader  
Access and Progression Manager  
Information Systems Manager  
Board Secretary

The Chair welcomed everyone to the meeting.

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

### **Confidential Closed Session – Committee Creative Space**

A confidential closed session took place which provided the Committee with the creative space to discuss the Shared Vision for Tertiary Education and Research. This session

was led by the Assistant Principal – Academic and Research, the Director of Research – Biodiversity and Freshwater Conservation, the Director of Remote and Sustainable Communities and our Tertiary Education Leaders. (Note of Session: CSN-LTR-062022).

*The Director of Research – Biodiversity and Freshwater Conservation left the meeting.*

*The Director of Remote and Sustainable Communities left the meeting.*

*The Tertiary Education Leader left the meeting.*

*The Tertiary Education Leader left the meeting.*

## **1. MINUTES FOR APPROVAL**

### **a.) Note of the Closed Session (CSN-LTR-032022) held on 15 March 2022**

The Note of the Closed Session (CSN-LTR-032022) of the Learning, Teaching and Research Committee held on 15 March 2022 was **AGREED** and **APPROVED** for signature by the Chair.

### **b.) Minutes of the Meeting held on 15 March 2022**

The Minutes of the Meeting of the Learning, Teaching and Research Committee held on 15 March 2022 were **AGREED** and **APPROVED** for signature by the Chair.

## **2. OUTSTANDING ACTIONS**

- HISA Report – Funding for Packages – The HISA President - Inverness advised that it was thought that the funding for student packages during Christmas 21 had come directly from HISA Head Office.

**Action:** Confirmation of this is to be sought and an update will be provided to the LT&R Committee in September 2022.

- Corporate Parenting Plan – The Board Secretary advised that the LT&R Chair had provided her with an introduction to the relevant members of the Highland Council and highlighted that this training will form part of the Board Development and Training Plan for the Academic Year 2022/23.

### **3. SCHOOLS/SENIOR PHASE ENGAGEMENT REPORT**

*The Access and Progression Manager joined the meeting.*

The Access and Progression Manager spoke to the joint report and provided the Committee with a background to the different papers which had been released since 2018 around the senior phase both throughout the sector and within our community.

The Access and Progression Manager highlighted to the Committee the positive actions which have been taken post Covid as well as the concerns and challenges that have been faced.

The Access and Progression Manager provided the Committee with an update on the applications and offers for senior phase pupils across the Highland region for the Academic Year 2022/23 and the future consideration and plans for the senior phase programme.

The Access and Progression Manager also provided the Committee with an update in relation to our Foundation Apprenticeship Programme – highlighting that some programmes have had to be cancelled due to non-viable numbers and advising the Committee on the impact of private training organisations.

The Committee discussed at length the quality of learning which some private organisations are providing to students and the types of funding models which were available to us.

The Committee thanked the Access and Progression Manager for this report which provided them with an insight into the barriers some students are facing.

*The Access and Progression Manager left the meeting.*

#### **4. STUDENT RETENTION**

*The Information Systems Manager joined the meeting.*

The Information Systems Manager spoke to the joint report on student retention providing the Committee with an update on withdrawals for 2021/22.

The Committee discussed transfers within subjects and whether this has an impact on our finances and/or our withdrawal rates and noted that the biggest reasons for student withdrawal were due to mental health, financial challenges and the local employment market.

The Committee noted that we are currently looking at how we can develop more flexible pathways for students which would assist with study and employment.

The Committee thanked the Information Systems Manager for this report.

*The Information Systems Manager left the meeting.*

#### **5. LEARNING AND TEACHING ENHANCEMENT REPORT**

The Professional Development Manager spoke to her report providing the Committee with an update in respect of:

- The new Learning and Enhancement Team; highlighting how this ties in with research and the cohesive approach to enhancing learning and teaching.
- The support which is being provided to Lecturers to achieve the recognised teaching qualifications.
- Registration with GTCS highlighting that over 80% of eligible lecturers have completed this process.
- Our Learning and Teaching Review Programme

- The development of a new UHI Learning and Teaching Enhancement (LTE) Strategy and how we plan to implement this.
- Our Staff Conference and Team Development Day

The Committee thanked the Professional Development Manager for this update and welcomed the link between research and learning and teaching.

*The Professional Development Manager left the meeting.*

## **6. HISA – ELECTIONS REPORT**

The HISA President – Inverness spoke to her report and provided the Committee with a breakdown of candidate and voting numbers for this year in comparison with previous years.

The Committee discussed the impact of Covid-19 on our numbers and made comparisons with other institutions.

The Committee discussed concerns with student engagement in respect of HISA within the region.

## **7. HISA – END OF YEAR SUMMARY**

The HISA President – Inverness spoke to her report which provided the Committee with an update of the Student Associations activity for the academic year 2021-22 highlighting in particular:

- The changes within the support staff for the Student Association as well as the resignation of the Vice President (Activities and Welfare) in October 2021.
- The decrease in the number of student voice representatives and student engagement with HISA over the past year.
- The HISA representatives for the upcoming academic year.
- Events and campaigns carried out by HISA throughout the year.

- The changes which HISA have implemented throughout the year and the impact on the role and duties of the HISA President – Inverness because of this.

The Committee highlighted the decrease in the number of clubs and societies which has reduced from 32 to 8 this year. The Committee was advised that there was no longer a dedicated officer to aide with our clubs and societies. The Committee noted that this was a problem which was being seen across the region.

## **8. HISA AND STUDENT PARTNERSHIP AGREEMENT UPDATE**

The Assistant Principal – Student Experience and Quality spoke to the joint report - the contents of which the Committee noted.

The Committee was advised that progress is being made with regards the three enhancement themes for the upcoming academic year and that these themes will be underpinned by an action plan.

The Committee again discussed the concerns around the low engagement of students in respect of HISA activities and voting and noted that it is hoped that our themes for the upcoming year can address these issues.

## **9. CONFIDENTIAL DISCUSSION**

A confidential discussion took place which was facilitated by the HISA President – Inverness (CN01-LTR-062022).

## **10. EDUCATION SCOTLAND UPDATE**

The Assistant Principal – Student Experience and Quality advised the Committee that Education Scotland would be providing a presentation of our review at the Board of Management Meeting being held on 28 June 2022 and provided the Committee with a brief background to the review which took place in March 2022 highlighting to the Committee the four high level principles which the framework is based on and the five overarching themes which the review focused on.

The Committee welcomed the overwhelmingly positive outcome of our review noting that circa forty-seven aspects of positive practice was identified.

The Committee gave their thanks to all staff and students who participated in this review.

## **11. REPORT ON END OF YEAR STUDENT SURVEY (SSES)**

The Assistant Principal – Student Experience and Quality spoke to this joint report which provided the Committee with an update on our end of year Student Satisfaction and Engagement Survey (SSES) highlighting in particular:

- That we had seen a 9% increase in student satisfaction this year.
- The increased participation by students in respect of this survey.
- That FEFT students have the highest satisfaction levels within our students.
- That HEFT students have the lowest satisfaction with the Committee noting that EO sets the HE curriculum.
- That our care experienced student satisfaction is back to pre-pandemic levels.

The Committee discussed the varying levels of satisfaction within schools and noted that work will be done to ensure consistency throughout each of the schools.

The Committee enquired whether the data within this report could be updated in respect of gender sex versus gender identity.

## **12. COMMITTEE AND CHAIR EVALUATIONS**

The Board Secretary provided a background to the collective exercise to self-evaluate both the Committee and the Committee Chair. The Committee noted that a report from all Committees on their evaluation will be taken to the Board of Management in October 2022 and any actions arising will be incorporated into our existing Board Action Plan.

**Action:** It was **AGREED** that due to the number of committee members who had offered apologies that we would carry out these evaluations offline.

**13. QUARTER 3 – COMPLAINTS REPORT**

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

**14. MINUTES FROM INVERNESS COLLEGE COMMITTEES**

The Committee noted the contents of the Student Journey and Enhancement Committee meetings held on 22 March, 19 April and 17 May 2022.

**15. AOCB**

The HISA President – Inverness reiterated to the Committee their obligations to students under the Code of Good Governance Sections B1-B2 and E7-E8.

The Committee gave their thanks to the HISA President – Inverness for her contribution to the Committee over the past two years.

**16. DATE OF NEXT MEETING: TUESDAY 27 SEPTEMBER 2022 AT 4.30 P.M.**

**Signed by the Chair:**



**Date:** 27 September 2022