



**MINUTES of the MEETING of the LEARNING, TEACHING AND RESEARCH COMMITTEE held via Microsoft Teams on Tuesday 11 March 2025**

**PRESENT:** Arvinder Kainth, Matthew Millward, Chris O'Neil, Wendy Grindle, Elizabeth Keegan

**CHAIR:** Arvinder Kainth

**APOLOGIES:** Dee Bird, Pauline Tuthill & Holly Pearce

**IN ATTENDANCE:** Vice Principal – Curriculum, Student Experience and Quality  
Director for Centre for Living Sustainability  
Director of Research for Biodiversity and Freshwater  
Tertiary Education Leader (TEL) for Management, Health and Creative Arts  
Tertiary Education Leader (TEL) Technology, Environment and Education  
Access and Progression Manager  
Management Information Systems Manager  
Research Development Facilitator  
Governance Officer

The Chair welcomed everyone to the meeting.

The Governance Officer confirmed that the meeting was quorate.

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

**Committee Creative Space**

*The Research Development Facilitator joined the meeting.*

The Committee were presented with the Research - Postgraduate Students Update by the Research Development Facilitator, Creative Space Session note (CSS-01-032025).

*The Research Development Facilitator left the meeting*

## **1. MINUTES FOR APPROVAL**

### **a.) Minutes of the Learning, Teaching and Research Committee held on 12 December 2024**

The Minutes of the Meeting of the Learning, Teaching and Research Committee held on 12 December 2024<sup>2024</sup> were **AGREED** as a correct record.

## **2. OUTSTANDING ACTIONS**

- **Supporting Priority Groups – COMPLETE** - Presentation to be shared with the Committee after the meeting.

**Decision:** It was **AGREED** that this item could be removed from the list.

## **3. POLICIES FOR APPROVAL**

The Vice Principal Curriculum, Student Experience & Quality spoke to her report and asked the Committee for approval of the FE Admissions Policy and recommendation for Board's approval.

### **a) FE Admissions Policy**

The FE Admissions policy is one of the common UHI policies and had been in place since 2018. The policy encourages applications from minorities and disclosure groups. There were minor changes to titles and staff roles only.

The Committee welcomed the policy but asked for an update in regard to legislative frameworks and policies in section 9 before the full Board meeting on 26 March 2025.

The Chair thanked the Vice Principal Curriculum, Student Experience & Quality for her detailed report.

**Decision:** The Committee **APPROVED** the FE Admissions Policy and recommended for approval by the Board.

The Chair decided to move to agenda item 5 next.

## 5. CORPORATE PARENTING UPDATE

*The Access and Progression Manager joined the meeting.*

The Vice Principal Curriculum, Student Experience and Quality and Access and Progression Manager provided the Committee with an update on college's Corporate Parenting Plan 2023-26 (Promise Plan) and the impact on the learner outcomes of those with care experience. The purpose of this interim update is to review progress made across the 2023-2026 plan at this mid-way point and to identify any new areas of work during the second stage of this plan.

UHI Inverness are committed to the Scottish Funding Council ambition of equal outcomes for learners with care experience by 2030 and have made progress in both improving the attainment of learners with care experience and in narrowing the outcomes gap. Outcomes improved by 6.8% in AY 23/24 and are 2.9% above the latest sector benchmark (from 22/23). The outcomes gap reduced by 5.8% between AY 22/23 and 23/24 between learners with care experience and their non-care peers.

The Access and Progression Manager reported that one of the main goals of this project is to build relationships with pupils and high schools across the region. Work is ongoing within a number of identified challenging areas: early interventions, community approach, secure housing and graduation support. Collective team approach had been introduced in regard to applications conversion rates, trauma responses, career planning on offer and how to better capture student voice.

The Committee welcomed the report and positively commented on the incredible work by all teams involved in the process. It has been suggested that examples of college best practice could be shared with the sector. The Vice Principal Curriculum, Student Experience and Quality confirmed that UHI Inverness is already a part of wider College Development Network, and all examples of best practice have been shared with other UHI Partners too.

The Chair thanked the Vice Principal Curriculum, Student Experience and Quality and Access and Progression Manager for their detailed report and congratulated them on very impressive and encouraging work with local schools.

*The Access and Progression Manager left the meeting.*

The Chair decided to move to agenda item 4 next.

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

*The Management Information Systems Manager joined the meeting.*

The Vice Principal – Curriculum, Student Experience and Quality and Management Information Systems Manager provided the Committee with a joint report in regard to learner retention and how this aligns to college's forecasting in relation to successful outcomes for FT FE and HNs.

Early withdrawals have decreased for both FE and HE full time learners as compared to AY 23/24. There has been an increase in early withdrawals for FE PT learners. Further withdrawals are currently showing a downward trend for both FE and HE.

The Vice Principal – Curriculum, Student Experience and Quality provided an update in regard to the Learning Assistants, new role that was piloted last year to better support students; the scheme will be reintroduced in AY 2025/26 at an earlier stage. Tertiary Education Leader (TEL) for Management, Health and Creative Arts added that teams had been involved in work to identify partial success students and targeting all support around those individuals to enable them to complete their courses.

The Committee welcomed the report and positively commented on raised awareness of curriculum teams about the important connection between suppressing withdrawals and partial successes and reaching successful outcomes targets set.

The Chair thanked the Vice Principal – Curriculum, Student Experience and Quality and Management Information Systems Manager for their interested and detailed report.

*The Management Information Systems Manager left the meeting.*

## **6. ANNUAL SAFEGUARDING REPORT FY 2023/24 (CONFIDENTIAL)**

The Vice Principal – Curriculum, Student Experience and Quality spoke to her CONFIDENTIAL report (CN-01-032025).

## **7. WOORKING IN PARTNERSHIP REPORT**

The Student's Association President provided the Committee with an update on all the activity that HISA Inverness & UHI Inverness have been working in partnership on.

Following items had been highlighted:

- Student Voice Representatives (SVR's) – challenges
- HISA Elections 2025 – timeframe provided
- Student Engagement Reps – numbers and highlights
- Activities and Events – listed by month
- Networks, Clubs and Societies – listed by category
- Ongoing projects – Network Student Project

The Committee welcomed the report and congratulated the Student's Association President on a busy and productive year to date.

The Chair thanked the Student's Association President for her interesting and detailed report. Both HISA Officers had also been congratulated on all their hard work over the last two years to improve student experience.

## **8. KPI MATRIX**

The Chair has asked members to send any comments regarding KPI Matrix to himself and the Governance Officer.

## **9. COMMITTEE EVALUATION FEEDBACK**

The Governance Officer spoke to her report which provided the LTR Committee with an update on the completed committee evaluation process for 2023/24. The combined report will be presented to the Board on 25th March 2025.

The Chair thanked the Governance Officer for her report and also thanked the Committee Members who had contributed to the process.

#### **10. QUARTERLY COMPLAINTS REPORT**

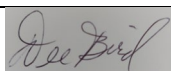
The Chair has asked members to send any comments regarding Quarterly Complaints report to himself and the Governance Officer.

#### **11. MINUTES FROM COMMITTEES - CONFIDENTIAL**

The Committee noted the minutes of the Student Journey and Enhancement Committee Meetings held on 18 December 2024, 15 January 2025 and 19 February 2025. The Committee also noted the minutes of the Research and Innovation Committee held on 10 September 2024 and the Postgraduate Research Student Report (January 2025).

#### **12. DATE OF NEXT MEETING: TUESDAY 10 June 2025 AT 4.30 P.M.**

**Signed by the Chair:**



**Date: 11/03/2025**