

MINUTES of the MEETING of the LEARNING, TEACHING AND RESEARCH COMMITTEE held in the Boardroom, 1 Inverness Campus on Tuesday 3 December 2019

PRESENT: Robyn Kennedy, Kelly Mackenzie, Fiona Neilson, Chris O'Neil, Gavin Ross, George Gunn, Sarah Burton, Tom Speirs and Sarah Burton

CHAIR: Sarah Burton

APOLOGIES: Tina Stones and Vivienne Mackie

ATTENDING: Depute Principal, Planning and Student Experience
Depute Principal, Academic Development
Director of Student Experience
Clerk for the Committee

1. MINUTES

The Minutes of the meeting of the Learning and Teaching Committee held on 24 September 2019 were **AGREED** and were **APPROVED** for signature by the Chair.

2. OUTSTANDING ACTIONS

The Committee considered each of the actions and **AGREED** those that had been completed and could be removed from the list.

ITEMS FOR DISCUSSION**3. POLICIES**

The Director of Student Experience presented the following UHI Common Policies:-

- Equality, Diversity & Inclusivity
- Promoting a Positive Learning Environment (including the Student Code of Conduct)
- Safeguarding
- Tertiary Learner Support

Fiona Neilson joined the meeting.

After discussion and some minor amendments, the Committee **AGREED** that the new Promoting a Positive Learning Environment and the Safeguarding Policy should be **RECOMMENDED** to the Board of Management for approval, subject to the policy being reviewed by the Committee later in the year.

After discussion and some minor amendments relating to the use of the word disability, the Committee **AGREED** that the new Tertiary Learner Support Policy should be **RECOMMENDED** to the Board of Management for approval, subject to the policy being reviewed by the Committee later in the year.

After discussion of the Safeguarding Policy the Committee felt that further clarification in terms of the scope and exceptions sections and the resulting responsibilities was required. The Committee **DID NOT SUPPORT** the new Safeguarding Policy.

The Committee discussed Equality, Diversity and Inclusivity Policy. There was some discussion and suggestions around the wording in terms of disabilities and the need to consider the social model. Additionally the Legislative Framework required to be checked. The Committee **AGREED** that the new Equality, Diversity and Inclusivity Policy should be forwarded to the Human Resource Committee for approval.

4. UHI REVIEW OF STRATEGIC DEVELOPMENTS

The UHI Vice-Principal (Strategic Developments) provided a verbal update. There was discussion of funding opportunities across the region and building capacity to take the strategies forward. This included information about the Moray Growth Deal, aviation development, National Manufacturing Institute for Scotland based in Glasgow, Energy Skills Partnership, marine skills and electric aircraft.

The Committee thanked the UHI Vice-Principal (Strategic Developments) for providing the update.

5. CURRICULUM

The Depute Principal, Academic Development presented a joint report prepared with the Director of Curriculum.

The committee discussed the role of the college, University and employees in terms of curriculum development and its responsibilities for the students and the area. The committee welcomed the comprehensive report and looked forward to reports of this nature going forward.

The Committee **NOTED** the contents of the report.

6. STUDENT PARTNERSHIP AGREEMENT

A joint report prepared by the Director of Student Experience and the Student President provided an update on developments around student partnership and student engagement.

The Committee **NOTED** the contents of the report.

7. SAFEGUARDING ANNUAL REPORT

The Director of Student Experience presented a report prepared jointly with the Director of Organisational to set out the number and nature of safeguarding disclosures received and the ongoing partnership work as a member of multi-agency public protection arrangements.

The Director of Student Experience suggested the inclusion of information relating to students welfare and increase in crisis cases due to some issues during the semester.

The Committee **NOTED** the contents of the report.

Fiona Nielsen left the meeting.

8. STUDENT EXPERIENCE 2018-19 & EARLY 2019-20

The Depute Principal, Planning and Student Experience, presented a paper that had been prepared by the Quality Manager to outline the actions taken in relation to the SSES 2018-19; and presented a headline report for the ESES 2019-20.

The Committee **NOTED** the contents of the report.

9. STUDENT RECRUITMENT 2019/20

A report had been prepared by the Depute Principal, Planning and Student Experience provided the Committee with a summary of student recruitment to date in 2019/20. It was noted that additional work had been undertaken in terms of marketing courses and a concerted push earlier in the recruitment process.

The Committee **NOTED** the contents of the report.

Tom Speirs left the meeting.

10. STUDENT PERFORMANCE INDICATORS REPORT 2018/19

A report had been prepared by the Depute Principal, Planning and Student Experience provided the Committee for the session 2018-19, covering FE and HE activity. The Depute Principal, Planning and Student Experience confirmed that Heads of Curriculum areas would have action plans in place in due course to address performance where necessary.

The Committee **NOTED** the contents of the report.

11. QUALITY ENHANCEMENT

The report prepared by the Depute Principal, Planning and Student Experience provided an overview of the quality enhancement activity related to learning and teaching and student success. Positive feedback from the recent Education Scotland visit was noted and the report would be shared at a future meeting and on the staff Intranet.

The Committee **NOTED** the contents of the report.

The following items were included in the agenda for noting only and therefore no discussion took place at the meeting.

ITEMS FOR NOTING

12. LINK TO SSES NATIONAL REPORT

13. ANY OTHER BUSINESS

The Chair advised that she would be passing the Chair to Tom Speirs and thanked the Committee for their work and help.

The Committee in turn thanked the Chair and recognised her professionalism and the insight she had brought to the committee.

14. AUDIT RECOMMENDATIONS
FES return audit 2018-19

15. DATE OF NEXT MEETING – TUESDAY 17 MARCH 2020 @ 4.30PM

Signed by the Chair: Sarah Burton

Date: 10 JAN 2020