

South Lanarkshire College
Development Committee (Board of Management)
Tuesday 9th May 2017

Present Irene Johnstone (Chair)
Sean Duffy
Jean Carratt
Stewart McKillop

In Attendance Angus Allan
Angela Martin

Apologies Melissa Mitchell

1. Declarations of Members' Interests

Mr McKillop and Ms Carratt declared their membership of The Lanarkshire Board.

2. Minutes of the Previous Meeting

The Minutes of the meeting held on 15th February 2017 had previously been agreed by the Board of Management.

3. Quality Report

The Principal stated that the report sought to update the Committee on quality assurance and enhancement activity within the College since the meeting of February 2017.

Education Scotland (SE)

Andrew Brawley ES College HMI visited the College on 22nd March 2017 and met with James Martin, Associate Principal, Construction and the Curriculum Manager for Quality to finalise the engagement arrangements for 2016/17. The Annual Engagement and Scrutiny Activity Schedule had been drawn up and agreed with ES.

Members noted this schedule and were given an explanation by Mr Allan of how the topics were agreed and how it is used as a tool.

Mr Brawley will now make a number of visits to the College to observe a range of College quality related activities which he will use to update the ongoing evidence record. This evidence will inform the annual Evaluation Report and Enhancement Plan which will be submitted to the Funding Council by 31st October 2017.

Professional Discussion of Learning and Teaching (PDLT) Update

Round three took place during week commencing 20th March 2017 with a further 12 PDLTs taking place with 3 being observed by Mr Brawley as part of his visit. An annual total of 36 are carried out. The Quality Unit will look at the feedback and consider emerging themes and these, where necessary, will inform future staff development sessions.

Members asked about themes and how the process was received by staff. The Principal stated that the College was one of the few to have managed agreement on classroom observation with the trade unions. Ms Carratt stated that she had always found it an extremely positive experience.

Discussion took place regarding the sharing of good practice through the process and as a development tool for staff.

College Leaver Destinations 2015-16

The 2015-16 CLD data was completed and returned to the Funding Council on 28th February 2017. This data is used to produce sector figures for National Performance Measure: number and proportion of full-time college qualifiers in work, training and/or further study on which College regions will report and set targets.

Members noted from report that the College had contacted 98% of its leavers and destinations recorded against the given primary classifications. Members asked if any further contact was made and the Principal stated that the contact was made 6 months after the students left college.

Discussion took place on sector and regional benchmarking.

Complaints Quarterly Update 2016-17

Members received an update on the complaints received for the quarter. The Principal explained the process in place and the lead of the Scottish Public Sector Ombudsman.

Members asked if a continuous improvement loop for complaints was in place. The Principal stated the College was committed to continuous improvement and stood by a mantra of 'we are doing well but what could be do to make it better'.

Awarding Bodies Activity Update

The College was selected for 69 external verification events in 2016-17 including EV visits and central verification. Of these 34 have taken place. All have been successful with 39 Good Practices identified and 31 recommendations for Course Teams to consider.

Members enquired if this was the anticipated level of verifications across the sector. Mr Allan said that whilst Education Scotland practiced a lighter touch on those high performing colleges SQA had a blanket approach with all colleges.

Discussion then took place regarding the dissemination of good practice. Ms Carratt took members through the process of the Academic Board and the faculties platform to highlight particular areas of good practice.

Student Success

Members discussed student success in competitions, expressing congratulations to all of those involved.

The Principal stated that whilst celebrating individual successes the College strove for the overall performance indicators of the student population.

Recommendations

The Quality Enhancement Group recommended that the Development Committee:

- Note the update on Education Scotland involvement in quality processes.
- Receive the PDLT update.
- Note the summary and comparisons of the College leaver destinations information submitted to SFC.
- Accept the 2016-17 complaints update.
- Acknowledge the update on external verification activity.
- Support the discussions and actions to improve a range of quality initiatives through Quality groups.
- Note the College involvement in quality enhancement at regional and national level.
- Celebrate student success.

The members agreed the recommendations.

4. Report – Marketing, Recruitment and International Activity

The Principal informed members that the College had almost achieved its credit target.

Discussion then took place regarding offers for the new term, with explanation being given on the agreement with New College Lanarkshire that if SLC had offered an unconditional offer, one would not be issued by NCL.

Update on media, promotion and website and publications

Media – our media and recruitment campaign for August 2017 intake has been underway since September 2016. Members noted the content of media campaign.

The College continues with its Capital Radio sponsorship. The College's messages appear regularly and SLC has excellent coverage on results day.

Capital are live on site for our Destination Success event, this year on the 18th May 2017 which is always greatly enjoyed by the students. Ms Martin explained the schedule for the day and the many benefits to the students. She stated that this year, two inspirational speakers Chris Moon and Fraser Doherty would be presenting to student groups. Members agreed that this was an excellent tool for encouraging and enthusing students. Discussion then took place regarding speakers for future years and the idea of looking at the introduction of student ambassadors. The Principal stated that some years ago the College had acknowledged the importance of

assisting the students to move onto the next stage, whether that be into employment or onto a higher level of education and Destination Success was the vehicle to address this.

Information Evenings - these evenings are well attended with numbers up to 400 attending.

Annual Report - has now been sent out to all the stakeholders and would be part of the bag distribute to all students on Destination Success Day. The report has also been published digitally on the College website. Members welcomed this information.

Graphic Design Contract – following a review, the College has taken the decision to employ an in-house Graphic Designer to allow better management of design costs. The external design company have received notice of the termination of contract.

The advert for the new post has just been published with an intended starting date of August 2017.

Recruitment – the number of applications received at this stage in the recruitment process is encouraging. We continue to promote courses with lower applicant uptake. The sharp increase in part-time applications can partly be attributed to increases in applications to National Five Maths and Higher English courses as a result of revised university entrance requirements to courses such as Primary and Secondary Education and Nursing.

The Principal highlighted that full time applications had increased by 6% on last year at this time.

Discussion took place regarding the recruitment of part-time staff to meet the demands and the controls in place to ensure that the students received the same high level of quality provision.

Schools – the Principal explained that school pupils attended courses at the College and that SLC did not offer delivery of subjects within the school environment. Members agreed that it was beneficial to the pupils to be in the different learning environment.

International Activity – following the successful completion of the annual UKVI compliance test, we have secured our UKVI Sponsor Licence for another year. This affords the College the right to sponsor students from outwith the European Economic Area to study with us.

There are currently four UKVI Tier 4 students enrolled on the HND Construction Management course. The students continue to attend and progress well. The four students have begun the university application process under our articulation agreement with Glasgow Caledonian University.

The recruitment programme for 2017 is underway with our partner colleges in China. In March 2017 we formed a partnership agreement with a second college in China and have committed to receiving a group of 15 staff from the new partner, for Summer School July 2017. A group of 20 staff from our original partner college will also be joining us for Summer School in 2017.

Discussion took place regarding the changes in international recruitment and what lay behind it. The Principal stressed that the College continued to strive to grow this area.

Erasmus+ - the total approved grant for 2016/17 was €26,432. This money was to fund staff mobility for training and also to allow the opportunity for a small number of HE students to gain from visiting other colleges and to participate in work placements.

The Principal explained that these visits were excellent for both students and staff. He outlined the process in place for the bringing back and sharing of good practice found. He added that at present the College has Erasmus students from Spain and Belgium working in Marketing and Human Resources.

Members enquire of how the colleges being visited were chosen. The Principal explained that there were some long standing partnerships and others arranged through mutual interest or areas where good practice and new ideas had been displayed.

Discussion took place about ensuring the maximum level of feedback on the visits from students and staff. Members suggested the use of blogs or soundbites, especially for the students. The Principal stated that consideration could be given to this.

Recommendations

It was recommended that the Development Committee:

- Note the update on media, promotion, website and publications.
- Note the update on our graphic design contract.
- Note the current recruitment information.
- Note the update on programmes for schools.

The members agreed the recommendations.

5. Academic Board

Tabled by the Principal - (Academic Board Action Plan – Session 2016-2017 – Construction, Business, Care and College Wide)

The Principal stated that as agreed at a previous Committee meeting, he was giving members site of the workings of the Academic Board.

The Action Plans tabled detail points agreed with individual faculties and for cross-college factors.

There being no further competent business the Chair closed the meeting by thanking everyone for their attendance.