

Board of Management Learning & Teaching Committee

Date of Meeting	Tuesday 19 September 2017
Paper No.	LTC1-N
Agenda Item	16
Subject of Paper	Academic Board
FOISA Status	Disclosable
Primary Contact	Joanna McGillivray
Date of production	September 2017
Action	For Noting

Recommendations

Members to note minute of most recent Academic Board Meeting.

ACADEMIC BOARD MEETING 03/2016-17 MINUTE OF MEETING ON THURSDAY 15 JUNE 2017

Present	Apologies
Joanna McGillivray (JM) - Chair	Graeme Brewster
Lee Ballatyne (LB)	Sandra Cook
Megan Cartwright	Kristina Curran
Douglas Dickson	Douglas Morrison
Sandra Gunn	
Elsbeth McCallum	
Douglas McQuilken	
Gillian Plunkett	
Derek Timpany	In attendance:
Kevin Ward	Jane Auld (Minutes)

Actions

Agenda item	Action required	Lead/Status
Student Experience Strategy	• To be discussed at SELG	JM/JA
	• Derek Timpany to be consulted on involving students.	JM
	• A draft programme to be brought to the next meeting for discussion.	JM
Student Partnership Agreement	Kevin and Megan to report back to the next meeting on MyVoice	KW/MC
Innovation	Strategy on Innovation to be considered at the next meeting.	DM

Action Points

Ref	Agenda Item	Description	Owner	Target Date
A3.2	Minute from previous meeting on 23 February 2017	The minute of the meeting on 23 February 2017 was approved.		
A3.3	Matters Arising	<p><i>Student Experience Strategy:</i> Over 1,000 students who contributed to the strategy have been emailed to advise them of the work being taken forward. This will be discussed at the Student Experience Leadership Group. A suggestion has been put forward that a small number of previous HND graduates could be brought back into the College as mentors. Douglas noted that similar exercise had been undertaken previously. It was noted that the Student Association and the Student Engagement Team are looking at this proposal, and it was agreed to bring a paper to the first meeting in the next academic year. Agreed that Derek McCaskill should be involved in discussions as he may be able to advise on suitable students to be involved.</p> <p>A draft programme for further discussion to be brought to the first Academic Board meeting of the new session.</p>	JM	05.09.17
A3.4	Student Partnership Agreement	<p>Kevin provided an overview of the proposed structure for the College's Student Partnership Agreement. As recommended in the sparqs guidance, the document will be divided into two parts: A and B. Part A will mirror the sparqs guidance and include descriptions of current processes and structures for quality assurance and student engagement. Part B will outline the practical steps that the College and the Students' Association will take to work in partnership to improve the student experience. The document will also be a "living document" with topics, innovative initiatives and partnerships agreed on a monthly basis.</p> <p>Using the new MyVoice platform, topics related to the Student Experience Strategy will be posted each month. Students will be able to put forward suggestions on how to improve their experience, and other students will be able to rate the suggestion. Ideas will be collated and reviewed by a MyVoice Representation Team before being taken to the City Partnership Forum. The Forum will then agree which ideas should be taken forward, and will provide updates on a bi-monthly basis to SELG, SS&E and the Board of Management. Feedback will be provided to students on the outcome of the ideas put forward.</p> <p>Kevin and Megan agreed to report back to the next Board meeting on how MyVoice was working.</p>	KW/MC	05.09.17
A3.5	City Learning 3.0 Update	Joanna reported that Eddie Carr has a model that has been developed with a small working group of cross-College representatives. The model focuses on personalised learning and encompasses different types of learning. It is hoped that the model will go live during the next academic year.		

		<p>It was noted that SMT had just approved a Centre for Professional and Technical Education to promote work-based learning. The Centre will focus on three discrete areas of pedagogy and research within the further education environment where there is currently very little research. The Centre will go live over the Summer period. One of the key initiatives to take the Centre forward is “Catalyst” – a pot of hours from which faculties can bid for development time. Joanna will provide a further update on this at the next Academic Board meeting.</p>	JM	05.09.17
A3.6	Education Scotland Framework Implementation	<p>Following on from the information provided at the last meeting, Douglas Dickson reported on recent activity in this area. The College has been working with Kelvin and Clyde colleges to establish a regional “How good is our college” (HGIOC).</p> <p>Douglas also noted that John Laird, Education Scotland Inspector, had visited the College and particularly good feedback had been received on many aspects, including the class representative system. There were some concerns around lack of knowledge of some staff in relation to “safeguarding” and Prevent duties.</p>		
A3.7	SQA Systems Visit – November 2017	<p>There will be a one-day verification visit from SQA on 23 November 2017 to look at the College’s qualifications and surrounding systems and resources. The SQA will wish to interview staff and also students who are being supported. A decision is required on which staff and students to involve in the process.</p> <p>Elsbeth referred to the need to bolt on previous qualifications to SQA qualifications in order to be ready for industry. It was noted that SFC has asked colleges to alert them when this is necessary as funding may be available.</p> <p>Joanna undertook to speak to the Principal regarding this being addressed through the Principals’ Group.</p>	JM	
A3.8	Review of Guidance Skills for LL&W	<p>This item was withdrawn pending a paper being submitted to SMT in the first instance.</p>		
A3.9	Innovation	<p>The Board received Douglas Morrison’s report providing an overview of the STEM and innovation activity since the last meeting. This included securing the College’s status as the Scottish Institute for Innovation and Knowledge Exchange (IKE Scotland). This enables the College to deliver professionally accredited innovation programmes and bestow Membership and Fellowship status on those who successfully complete the programmes.</p> <p>Joanna encouraged anyone interested in becoming involved with Douglas’ Team X to get in touch with Douglas. Douglas’ work on Innovation to be brought to the next meeting.</p>	DM	05.09.17

A3.10	AOCB	There was no other business raised.		
A3.11	Date of next meeting	<p>The dates of meeting during the next academic year will be issued shortly. Joanna asked members to consider the format, frequency, timing and representation for future meetings.</p> <p>Joanna expressed her thanks to Ian Gilmour for his input to the Academic Board during his time as President of the Staff Association.</p>	JM/JA All	