

## Board of Management

## Performance, Remuneration & Nominations Committee

<b>Date of Meeting</b>	<b>Monday 15 January 2018</b>
<b>Paper No.</b>	<b>PRNC2-E</b>
<b>Agenda Item</b>	<b>7</b>
<b>Subject of Paper</b>	<b>College Performance Improvement Measures</b>
<b>FOISA Status</b>	<b>Disclosable</b>
<b>Primary Contact</b>	<b>Douglas Dickson, Performance and Improvement Director</b>
<b>Date of production</b>	<b>8 January 2018</b>
<b>Action</b>	<b>For Discussion</b>

### 1. Recommendations

The Committee are asked to note and discuss the actions identified to address 2017/18 performance.

## **2. Purpose of report**

The purpose of this report is to inform PRNC members of the measures implemented to improve Faculty performance indicators and in particular complete success (CS) of our students.

## **3. Context and Discussion**

### **Review of 2016/17 Performance – Curriculum Planning**

Faculties have extensively reviewed their portfolio using dashboard trends looking at performance and recruitment data, regional and nationally published data e.g. Skills Investment Plans, Regional Skills Assessments.

A series of Curriculum Planning meetings were held with each of the Faculties the VP Student Experience, Performance and Improvement Director, Head of Finance and Student Recruitment Manager to discuss their portfolios and agree the specific measures below -

#### ***3.1 Establishment of Faculty Targets for 2017/18***

Each Faculty agreed performance targets for 2017/18 based on previous targets, ROA and national targets. These targets were confirmed at SMT and disseminated by Faculties to Curriculum Areas.

#### ***3.2 Faculty and Curriculum Improvement Plans***

Each Faculty and Curriculum Area developed improvement plans for academic year 2017/18 in line with the targets that were set, their scrutiny of PIs and the discussions from Curriculum Planning.

#### ***3.3 Economic Need***

In some instances, recruitment has been high and programmes have underperformed, however there is an economic need to continue with the programme, these have been referred to a Performance Action Group (see later) to implement a very detailed action plan. The continuation of the programmes is incumbent on participating in this group.

#### ***3.4 Qualification Revision***

In some instances, the Faculty portfolio does not reflect the skills needs and emerging sectors. This has meant that poor performing programmes have been reduced and the portfolio modified to include areas such as Cyber Security, Business Technologies, Allied Health, Robotics, Building Services and Make Up Artistry.

#### ***3.5 SCQF Levels***

In some Faculties, programmes have had too many streams at HNC/D and success has been low therefore a rebalancing of SCQF levels has been implemented. Several of the underperforming programmes in Leisure and Lifestyle have been reviewed and SCQF level 5/6 programmes have been included where performance at HNC was poor e.g. Hospitality Management.

Through examining SCQF levels a pilot “Access to .....” multi discipline award will be offered in the Faculty of Leisure and Lifestyle in the Hair and Beauty Curriculum Area where students are not yet confident about which route they wish to study but can be offered a taster in a number of curriculum areas.

### **3.6 Rebranding of Qualifications**

Rebranding of some existing programmes has been included where there are new frameworks to ensure courses are more marketable and increase the applications numbers.

### **3.7 Establishment of a Performance Action Group (PAG)**

During the College’s Curriculum Planning process, a number of courses have been identified as having low performance indicators over a number of academic years. In discussion with the Curriculum Areas it is recognised that not all have well developed improvement plans.

The overall aim of the PAG is the development of a College toolkit that can be utilised by any Curriculum Area to improve performance.

The Performance Action Group’s remit is –

- i To identify the factors that are impacting on student engagement with the course and leading to low PI.
- ii Consider the Curriculum Areas current plans for PI improvement.

This will consist of validating -

- PI analysis (EW, FW, PS, CS)
- Factors on the student journey (pre-course, induction, guidance etc) that may be impacting on PIs.
- Student feedback.
- The current use of Faculty and Student Services resources
- Interventions in learning and teaching.

- iii Devise a comprehensive action plan for improvement for each course.
- iv Introduce Shared Teaching Practice.
- vi Devise an action toolkit for improvement which will be disseminated College wide.

The Performance Action Group will be composed of:

- Curriculum Heads
- Performance and Improvement Director
- Data Analyst
- Additional College staff as required

The Curriculum Areas selected are:

- Electrical & Electronics
- Social Science
- Hospitality 1
- Media
- Design & Drama
- Graphic Arts
- Fitness
- Sports Coaching
- Tourism
- Hospitality 1
- Hospitality 2
- Nautical Industry Academy
- Accounting
- Supply Chain & Law
- Applied Computing Technology

#### **4. Impact and implications**

Faculty and Curriculum area performance is kept under review by the Student Experience Leadership Group (SELG) and SMT.

Faculties continue to monitor their performance using the College Dashboard against their Improvement Plans for 2017/18 and this is further scrutinised by the SELG.