CITY OF GLASGOW COLLEGE

Board of Management
Learning & Teaching Committee

Date of Meeting	**Tuesday 24 April 2018**
Paper No.	**LTC4-I**
Agenda Item	**12**
Subject of Paper	**Academic Board**
Status of Paper	**Disclosable**
Primary Contact	**Joanna Campbell, Vice Principal – Student Experience**
Date of Paper	**29 March 2018**
Action Required	**For discussion**

1.   **Recommendation**

The Learning and Teaching Committee is asked to note the minute from the Academic Board meeting of 27 February 2018.

2.   **Purpose of Report**

The purpose of this report is to appraise the Learning and Teaching Committee members of the activity of the Academic Board.

3.   **Context**

The minute of the Academic Board is outlined at Appendix 1.

4.   **Finance and Resource Implications**

There are no finance or resource implications associated with this paper.

5.   **Risks to the College**

There are no risks associated with this paper.

CITY OF GLASGOW COLLEGE

ACADEMIC BOARD MEETING 03/2017-18
MINUTE OF MEETING ON TUESDAY 27 FEBRUARY 2018

Present	Apologies
Joanna Campbell (JC) - Chair	Graeme Brewster
Megan Cartwright (MC)	Robyn Blackburn
Sandra Cook (SC)	Lesley Burke
Jennifer Gordon (JG)	Douglas Dickson
Holly Hamilton (HH)	Sandra Gunn
Jack McAllister (JMcA)	Dhruva Kumar
Elspeth McCallum (EMcC)	
Douglas McQuilken (DMcQ)	**In attendance**
Douglas Morrison (DM)	Jane Auld (Minutes)
Carol Murray (CM)	Kemp Anderson (KA)
Gillian Plunkett (GP)	James Wilson (JsW)
Derek Timpany (DT)	Joe Wilson (JW)
Kevin Ward (KW)	Lisa Shields (LS)
Conor Wright (CW)	Alan McCorkindale (AMcC)

Actions

Agenda item	Action required	Lead/Status
A3.5	**KW to bring final proposal for teaching awards to the next meeting of the Board.**	**KW: 29.05.18**
A3.7	**KA to feedback to the Board on the issues raised around IT developments and collaborative tools, particularly processing power for software packages.**	**KA: date tbc**
A3.8	**The new HMI, Karen Corbett, to be invited to the next meeting of the Board.**	**JC: 29.05.18**
A3.9	**Derek Timpany's presentation on Preparing Students for Citizenship and Industrial Experience to be circulated.**	**JA: asap**

Action Points

Ref	Agenda Item	Description	Owner	Target Date
A3.2	Minute from previous meeting on 5 December 2017	The minute of the meeting on 5 December 2017 was agreed as a correct record.		
A3.3	Maters Arising	There were no matters arising.		
A3.4	Student Experience Strategy Update	The Board received a report providing an update on the three key initiatives from the Student Experience Strategy: the Student Partnership Agreement, City Learning 4.0 and Widening Access. Since the last Board meeting, issues brought forward by students include: • the development of tools that students can use on mobile devices; • charging for printing and what should lecturers have printed through reprographics; • suggestions for language classes based on the international nature of the work to which many students aspire once they leave the College; showcasing work within the College via exhibitions and degree shows; • a potential community engagement issue has been raised.		
A3.5	Teaching Awards	KW provided an update. Initial discussions have taken place and it was felt that the success of such a scheme will depend on how it is marketed. KW is liaising with Edinburgh College and Glasgow Caledonian University to learn from their experience with similar schemes. It is anticipated that the scheme would start with a small number of faculty-level awards. DMcQ expressed caution that the awards must not become a popularity contest. It would be essential to ensure the questions were carefully worded. DMcQ suggested that weighting from previous students be brought in to balance voting from current students. A final proposal will be brought to the May meeting of the Academic Board, prior to the scheme being implemented for the next session.	KW	29.05.18
A3.6	Innovation Catalyst Fund Projects	The Innovation Catalyst Fund was launched a number of months ago, with a sum of hours allocated to each faculty and staff bidding to take forward projects linked to the Student Experience Strategy. LS and AMcC gave a presentation on their successful bid working on audio podcasts for retail students. Lisa and Alan are working closely with people in the industry to ensure the continuing availability of guest speakers, alongside the podcasts. Work is also being undertaken to provide an online noticeboard for students.		

		JW spoke about the enterprise start-up space in the College. Business start-up funding has been obtained from the John Mather Trust and the space will be used to progress enterprise activity within the College. As well as financial assistance, the start-up space has its first resident entrepreneur - Finn Elkington. A small team to support enterprise will be in place for block 3. JW hopes to get up to 20 businesses in place, with students from construction, hairdressing, fitness and creative industries currently involved. Anyone wishing to become involved in the start-up space should email: start@cityofglasgowcollege.ac.uk.		
A3.7	IT Developments/ Collaborative Tools	KA attended to update members on current IT developments and to hear feedback from the Board. Issues raised included: • Developments in data management cleansing; • Consolidating information in one place to ensure more efficient and accurate reporting; • Groupwise; • The creation of an independent forum to look at collaboration; • Jabber – an instant messaging tool – and how data protection applies to the information captured from its use; • Exploring the use of Canvas to replace Moodle to improve the use of MyCity on mobile devices. JW is currently exploring this option further and is examining the business cases from institutions already using Canvas. KA and JW will then put together a business case for the College; • Data cleanse of student phone numbers – along with a reminder to students that it is their responsibility to update their personal details; • Students using software packages that require a lot of processing power where performance is not good. KA undertook to look into this further and report back to the Board.	KA	tbc
A3.8	Evaluative Report and Enhancement Plan	DD reported that the Evaluative Report and the Enhancement Plan have now been published. The Evaluative Report is a summary of the work the College is doing to meet three high level objectives. The Enhancement Plan contains 12 objectives to address issues raised during the process. Work has now begun on next year's report. A new HMI, Karen Corbett, has been appointed to the College, and it was agreed to invite Karen to the next meeting of the Academic Board.	JC	29.05.18
A3.9	Preparing Students for Citizenship and Industry	DT provided a presentation on work he is undertaking to embed citizenship and industrial experience. DT has recently been appointed as a qualifications development specialist with SQA and is involved in developing business qualifications. DT's presentation will be circulated to members of the Board.	JA	asap

A3.10	AOCB	No issues raised.		
A3.11	Date of next meeting	The next meeting will be held on Tuesday 29 May 2018.		