

Learning, Teaching & Student Experience Committee

Date of Meeting	27 May 2025
Paper No.	LTSEC4-B
Agenda Item	3.2
Subject of Paper	Committee Schedule of Business
FOISA Status	Disclosable
Primary Contact	Drew McGowan Associate Director of Governance and Risk
Date of production	20 May 2025
Action	For Decision

1. Recommendations

- 1.1. To review and approve the Schedule of Business for the 2025-26 academic year.

2. Consultation

- 2.1.** In preparing the enclosed Schedule of Business for the Committee, the Associate Director of Governance and Risk has consulted the Convener and all colleagues who are scheduled to provide reports to the Committee.

3. Key Insights

- 3.1.** The Schedule of Business helps the Board and the Committee plan and prioritise its work and the reports and presentations members will consider throughout the year. It sets out the reports and presentations expected at each meeting, identifying the subject, responsible lead, report type and action required.
- 3.2.** While the Schedule of Business outlines anticipated and planned activity for the year, members should note and be assured that this schedule will remain adaptable to emergent issues and business within the remit of the Committee as necessary.

4. Impact and Implications

- 4.1.** Having in place an agreed Schedule of Business helps balance the necessary activity and approvals of the Committee over the course of the academic year, ensures Board members are aware of expected business and supports the College's officers to prepare reports within the required timescales.

Appendix 1: Committee Schedule of Business 2025-26

Schedule of Business 2025-26

Learning, Teaching & Student Experience Committee of the Board of Management

Item	Report	Tabled For	Tabled By
Standing Items			
Students' Association Update	Paper	Discussion	F Hall
Learning, Teaching & Student Experience Update	Paper	Discussion	S Wilson D Robertson
Faculty/Directorate Presentation	Verbal	Discussion	TBC
Academic Board Minutes	Paper	Noting	P Little
Wednesday 16 September 2025			
Committee Annual Report	Paper	Decision	D McGowan
Strategic Risk Review	Paper	Discussion	D McGowan
Tuesday 11 November 2025			
Self-Evaluation Action Plan (SEAP) Progress Report	Paper	Discussion	J Gray
College Academic Performance 2024-25	Paper	Discussion	J Gray
My Student Experience Survey	Paper	Discussion	J Gray
Corporate Caring Duties Report	Paper	Discussion	D Robertson
Learning Spaces Project Report	Paper	Discussion	D Robertson
Student Recruitment 2025-26 (Full Time August Start Programmes)	Paper	Noting	B Deeley
External Verification and External Examiners Annual Report	Paper	Noting	J Gray
Tuesday 24 February 2026			
College Portfolio Review 2025-26	Paper	Discussion	J Gray
SPSO Annual Complaint Report: Learning and Teaching	Paper	Discussion	J Gray
Learning Spaces Project Report	Paper	Discussion	D Robertson
Strategic Risk Review	Paper	Discussion	D McGowan
New Self-Evaluation Action Plan (SEAP)	Paper	Noting	J Gray
Audited Student Funding Support 2024-25	Paper	Noting	B Deeley
Student Recruitment 2025-26 (Full Time January Start Programmes)	Paper	Noting	B Deeley
Tuesday 19 May 2026			
Committee Schedule of Business	Paper	Decision	D McGowan
Committee Terms of Reference Review	Paper	Discussion	D McGowan
CitySA Impact Report	Paper	Discussion	F Hall
City Attributes Report	Paper	Discussion	A Bell
SFC College Leaver Destinations	Paper	Discussion	J Gray
SFC Student Satisfaction Survey	Paper	Discussion	J Gray
Student Academic Experience Strategy Progress Report	Paper	Discussion	S Wilson