

**CURRICULUM & QUALITY COMMITTEE
24 MAY 2023**

Minute of the Curriculum & Quality Committee held on Wednesday 24 May 2023 at 1000 hours through the use of Microsoft Teams.

MINUTE OF MEETING

Agenda Item	
	<p>Present: Andrew Russell (Chair) Neil Cowie David Blackhall Nicole Matthews Andy Rodden Cindy Dempster Bryan Hutcheson Duncan Cockburn</p> <p>In attendance: Robin McGregor, Vice Principal, Curriculum and Quality Susan Grant, Associate Vice Principal Alesia du Plessis, Associate Vice Principal Gill Griffin, Director of Quality Susan Lawrance, Secretary to the Board Lorraine Garden, Minute Secretary</p>
26-22	<p>Apologies for Absence Apologies for absence were received in advance of the meeting from L McDermid, S Elston and D Abernethy</p>
27-22	<p>Declaration of any Potential Conflicts of Interest in relation to any Agenda Items No declarations of potential conflict of interest received.</p>
28-22	<p>Minutes of Previous Meeting – 22 February 2023 The Minute of the previous meeting was approved as a true and accurate record</p>
29-22	<p>Matters Arising from the Previous Meeting – 22 February 2023 The Committee noted the Matters Arising Report with no additional comments made.</p> <p>The Board Secretary informed Members introductory meetings with the Committee Chair as part of new members' induction are complete.</p>
	Reserved Matters
	Performance Reporting
30-22	Credits Forecast AY2022-23 (Robert Laird to present)

31-22	Applications Update (AY2023/24) (Robin McGregor)
	Reserved Matters
	Matters for discussion
32-22	Business & Community Development Update (R McGregor)

	Matters for Decision
	No matters for decision for this meeting
	Matters for Discussion
33-22	<p>Student Support – Activity Report (Alesia Du Plessis) A du Plessis shared the Student Support Activity Report updated presentation and highlighted some key facts. Members noted the successful employability events with positive engagement across all campuses.</p> <p>A Du Plessis highlighted the two new student wellbeing advisors who will be on post for a contracted period, through the use of SFC funding, noting the positions will be used as a benchmark to embed a new approach when the funding for the ACIS Counselling provider ceases (after next session). The huge increase (up 29% of student support referrals was noted by Committee.</p> <p>Awareness of an increase in referrals was shared, noting the increase in support referrals, which may, in part be linked to the re-introduction of closed book assessments. R McGregor advised re-designing of summative assessments is ongoing alongside data analysis of referrals, including safeguarding referrals which have also increased.</p> <p>N Cowie highlighted the sector wide impact shrinking funding will have on student support.</p>
34-22	<p>Students' Association – Activity Report & Enhancement Plan (Nicole Matthew) N Matthew shared the Student's Association Activity Report and provided a comprehensive update of activity, (past and present), initiatives and upcoming events, including many wellbeing initiatives including the introduction of the Student Pantry and the Breakfast Club, both of which have been positively welcomed by students.</p> <p>Action: SA Strategy for 2023/26 (currently being reviewed) to be presented to June Regional Board (once approved by SRC).</p> <p>The increased level of engagement with regard to elections was highlighted by N Matthews as extremely positive with C Beaton (current Vice President) being elected as President for the next AY. The increased class rep engagement across all campuses was also highlighted.</p> <p>The upcoming SA AGM to be held on 23 June, open to staff and students to attend was noted.</p> <p>A du Plessis assured Committee that Active Campus Co-ordinators will play a key role with the work undertaken by the Student Engagement and Wellbeing Co-ordinator.</p> <p>A Russell thanked N Matthew for the excellent work carried out over the past academic year.</p> <p>N Cowie re-iterated A Russell's thanks to N Matthew (and the rest of the SA executive) for the improved awareness raising and considerable achievements of the SA over the academic year.</p>
	Matters for Information
35-22	<p>Student Satisfaction & Engagement Survey (Gill Griffin) G Griffin provided Committee with the key points from the Student Satisfaction and Engagement Survey, which had a significant engagement increase on</p>

	<p>last year. Overall satisfaction levels, Committee noted, have increased. R McGregor highlighted the good news story the Survey represents. The few areas for improvement noted were also highlighted, all of which are under review.</p> <p>Members noted this information will be shared with staff via the College's Intranet.</p>
36-22	<p>Any Other Business No other business was noted.</p>
37-22	<p>Summation of Actions and Date of Next Meeting A summation of the identified actions was provided by the Board Secretary, who also reminded Members of the date for their diary for the Joint Tri-partite Meeting of the Board of NESCol, RGU and UoA on 21 June which the single agenda item will be Student and Staff Wellbeing and Welfare with NESCol presentation being led by A Du Plessis.</p> <p>The next Curriculum and Quality Committee meeting date will be set at the June Regional Board Meeting when the Draft Programme of Meetings will be circulated for discussion.</p>

Agenda Item	Agreed Actions from the Curriculum and Quality Committee Meeting of 24.05.23	Responsibility	Deadline
34-22	Action: SA Strategy for 2023/26 (currently being reviewed) to be presented to June Regional Board (once approved by SRC).	N Matthews	June 2023

Signed:.....B Hutcheson (Chair of Curriculum and Quality Committee)

Dated:.....30 November 2023