

**South Lanarkshire College
Development Committee (Board of Management)
Held on Tuesday 8th May 2018**

Present Irene Johnstone (Chair) (by telephone)
Jean Carratt
Julie McKenzie
Stewart McKillop

In Attendance Angus Allan
Angela Martin

Apologies Sean Duffy

1. Declarations of Members' Interests

Mr McKillop, Ms Carratt and Ms MacKenzie declared their membership of The Lanarkshire Board.

2. Minutes of the Previous Meeting

The Minutes of the meeting held on 14th February 2018 had previously been agreed by the Board of Management.

3. Quality Enhancement Group Report – May 2018

The Principal stated that the report sought to update the Committee on quality assurance and enhancement activity within the College since the last meeting.

Education Scotland (ES)

Andrew Brawley, HMI has made a number of visits to the College throughout April and May to discuss various topics: engagement arrangements for 2018/19, general Sector issues and the detail of the Annual Engagement and Scrutiny Activity Schedule prior to the final document being agreed.

The Principal stated that Mr Allan had been in discussion regarding the importance of Self Evaluation Action Plans being published by assigned colleges and the importance of this in ensuring that all colleges held responsibilities for these. As a result of this, Education Scotland have issued an instruction that 'all' colleges must produce an individual action plan.

Members agreed that this was an extremely positive decision which would perhaps set the trail for individual Colleges reporting in their own right in a wide range of areas.

The Principal stated that the format of reporting varied from college to college and that he had concerns on the lack of consistency. Members stressed that it remained important that SLC was in a position to report individually and transparently.

Mr Allan stated that whilst the Funding Council did publish performance indicators by Region, it did continue to also report on colleges individually.

Professional Discussion on Learning and Teaching (PDLT) Update

Another eighteen PDLTs have taken place and have been reported on. The PDLT Team will meet in May to discuss emerging themes from this year's activity and this in turn will inform staff development activity in June and August.

College Leavers Destinations (CLD) 2016-17

The 2016-17 data was completed and returned to the SFC on 16th March 2018. Members attention was drawn to the detail of the return.

Discussion ensued regarding the split between those leavers going on to employment and those moving into the next level of education. Members noted that the destination details of students were kept by the Quality Unit.

Complaints Quarterly Update 2017-18

No formal complaints were received in this quarter. The total complaints for 2017-18 remains at eight.

Awarding Bodies' Activity Update

The College was selected for 72 External Verification (EV) events in 2017-18 including EV visits and central verification. Twenty-six have taken place and have been successful. Another twenty-seven are planned between now and the end of June 2018 and eleven have still to be arranged.

Members enquired with regard to the level of verification and were assured that this was the anticipated level for the organisation. The Principal stated that he tried to meet with every External Verifier who visited the College.

Student Success

As part of the assessment requirements of their courses the HN Events students have raised in excess of £5000 for a range of local charities. These included: East Kilbride and Larkhall Community Trusts, Kidney Research, Breast Care and Lifesavers Scotland. These events have been covered by local press.

Members noted and congratulated the students on this work.

4. Marketing Report

Media Plan

The Principal drew members' attention to the detail of the plan. He stated that certain areas of advertising would continue such as billboards and radio coverage as this maintained the profile of the College and this was appreciated by both students and staff alike. However, most of the students applying for new courses chose the College through recommendation or word of mouth. Discussion took place in regard to continuing with Capital Radio or transferring to Radio Clyde.

Discussion took place in regard to social media. Members noted that the College had a Facebook page but wondered if the correct level of media was being used. It was agreed that the Principal would speak with Marketing in relation to the use of Instagram and Twitter.

College Website

The website is updated with news items featuring good news stories and content-led course specific promotions.

The new 'Take a Tour of Construction' video has been uploaded to the website and has attracted some 400 views in its first week. The video showcases all of the Construction curriculum areas and contains positive and engaging testimony from students, staff and employers. Clips are also being used on College social media accounts.

Filming will shortly take place in the Faculties of Care and Business. It is hoped that all will be available for viewing before the summer break.

Annual Report

Members praised the presentation and content of the new Annual Report. Mr Allan stated that it had been received very positively by internal and external stakeholders. Indeed, the Chief Executive of South Lanarkshire Council has asked to visit to discuss the report and future links with the College since receiving it.

Recruitment

The number of applications received at this stage in the recruitment process is slightly lower than at the same time last year although is consistent with the overall level of application at the same time in 2016/17. The Principal stressed that overall offers however were up on this period last year.

Members enquired if this slight reduction had been seen in other colleges. The Principal stated that some were suggesting the increase in the number of pupils staying on for 6th year was the reasoning for other colleges not reaching their credit targets.

Members noted that the application statistics are monitored closely on a weekly basis by the College Management Team and would continue to be fed back to this Committee.

Schools

Senior Phase – the College's Senior Phase and Foundation Apprenticeship portfolio has been developed to offer different solutions of different pupil needs. The Senior Phase pathways have been amended slightly for 2018/19. Pathway 1 will now be open to Senior 4,5 and 6 pupils.

School Events – the College has been represented at 25 schools' careers evenings by members of the Marketing team between August 2017 and March 2018. In addition to this, marketing and curriculum staff have engaged in regular visits to schools to deliver presentations, demonstrations, activities and talks to class groups at both Primary and Secondary schools.

The Principal updated members on work being done with East Renfrewshire Local Authority. A group of Head Teachers from the area would be joining the Senior Management Team for lunch in the College to discuss how they could work collaboratively.

International Activity

Tier 4 and non-EEA Activity – our UKVI sponsor licence has been renewed until 2021 allowing us to apply for the sponsor compliance assessment each year and to sponsor Tier 4 students wishing to study at the College. Our annual basic compliance assessment has been submitted and the College has been approved to continue sponsoring Tier 4 students until 2019.

Our recruitment programme for 2018 is underway with our partner College in China. We have committed to receiving a group of 15 staff from Jiangsu Vocational Institute of Architectural Technology for Summer School in July 2018. We have already received two applications from students and conditional offers have been given.

Erasmus+

The 2018/19 grant application has been submitted to the UK National Agency for Erasmus+ Higher Education staff and student funding. Our consortium bid with SCEP (formally WosCoP) has been approved. The amount of funding is to be confirmed by the British Council

2016/17 and 2017/18 projects continue to progress well with staff visiting a number of different European programme countries on traineeship mobilities. Two students from HND Events Management are currently undertaking a two-month internship at the Universidad Europea de Madrid and have been closely supported by the College. Feedback from the students and the receiving organisation is very positive.

In March 2018 the College welcomed the Assistant Director of the Vocational Training Centre, Cologne Chamber of Crafts, Germany. The Assistant Director visited the three Faculty areas and held meetings with the Alternative Funding, Quality, Finance and International and Marketing departments with a view to sharing good practice and exploring the potential for future Erasmus+ partnerships. It was agreed that a group of apprentices will visit the College in September 2018 and that our two organisations will explore the potential to work together as partners for an Erasmus+ KA1 VET application.

The Principal stated that he intended to make a radical change to the College's approach to Erasmus in the hope that more funding will be achieved and many more students and staff would benefit from visits, sharing of best practice and life experiences.

Members noted the intent and enquired if visits required to be a two-way agreement with other organisations. The Principal stated that this was not the case but where possible partnerships were forged.

5. Any Other Competent Business

Discussion ensued in relation to the process of choosing and changes the format of the College curriculum. The Principal stated that often changes came about due to shifts in legislation that brought around the requirement for additional training in particular sectors.

There being no further competent business the Chair closed the meeting by thanking everyone for their attendance.