

Meeting: Learning & Teaching Committee		Venue: Old Moray House, Edinburgh		Date: 8 November 2017		Time: 2.00pm - 4.00pm	
Minute Taken By: Ann Southwood		Sederunt: Richard Dockrell (Chair), Terry Brotherstone, Duncan Robb, Brian Lister, Ann Southwood, Marian Docherty, Gill Turner		Apologies: Pauline Sutton		Absences:	
No.	Agenda Item	Action	When	By Whom	Status		
1.	Apologies	Apologies were received from Pauline Sutton.	8.11.17	AS	Information		
2.	Minute of Previous Meeting of 13 September 2017 (Paper 1)	Approved as an accurate record.	8.11.17	L & T	Complete		
3.	Matters Arising	The Committee noted that Maria Lloyd, Senior Education Manager, Midlothian Council has been nominated as their Learning & Teaching Committee representative with immediate effect.	8.11.17	MD	Information		
4.	Staffing Update	<ul style="list-style-type: none"> Gill Turner and Dave Carson are providing cover for the Curriculum Manager post, on a job sharing basis, during Pauline Sutton's absence. Their contracts will continue until 31 March 2018. Craig MacDonald is the newly appointed Politics Lecturer, with effect from August 2017. Janet Nixon will commence employment as Secretary to the Board with effect from 28 November 2017. 	31.3.18	MD	Information		
			Aug 2017	MD	Information		
			28.11.17	AS	Information		
5.	Curriculum Update (Paper 2)	Marian Docherty introduced the paper with updates highlighted as follows: Adult Achievement Awards <ul style="list-style-type: none"> Level 2 has now been developed and will be submitted to Edinburgh Napier University for credit-rating. Level 2 will be piloted in 2018. The Committee welcomed the Scottish Government's Policy change indicated in the 2018-2019 Outcome Agreement Guidance which encourages colleges to offer access to opportunities for part-time learners, learners over the age of 24 and those returning to learning 	2018	MD	Information		
				MD	Information		

		<p>for up-skilling and re-skilling.</p> <p>This provides a real opportunity for the development of the AAAs across Scotland.</p> <ul style="list-style-type: none"> • Committee members offered to circulate the AAA Co-ordinator advert through their networks. Advert to be forwarded to them. • An initial expression of interest application has been submitted to the Esmée Fairbairn Foundation for funding to support the appointment of an AAA Co-ordinator. <p>Scottish Historic Buildings Trust (SHBT): Riddle's Court</p> <ul style="list-style-type: none"> • In partnership with SHBT, Newbattle is running a 9 week evening course on 'Gaelic Language, Culture and Landscape' in the new Patrick Geddes Centre in Riddle's Court, Edinburgh. 12 adults have enrolled on the course, which has been very well received. • SHBT are running a pilot programme, involving several partners, from Sep-Dec 2017 and plan to extend this next year. This will offer Newbattle further opportunities to market the Celtic Studies Course. <p>Forest College The Committee welcomed the Forest College initiative and noted that an application is being developed for submission to the Scottish Government Green Infrastructure Fund for the creation of a Woodland Development Officer/Ranger post to support community activities and management of the ancient woodland.</p>	Dec 2017	MD MD/AS	Ongoing Ongoing
			Jan 2018	AS/MD	Ongoing
6.	Student Update	Gill Turner tabled 2017-2018 enrolment and retention statistics for Quarter 1. These statistics indicated that the college was on target to deliver its 2017-2018 credit target of 926 credits. A Preparation for FE (part-time) course will commence in January 2018. Recruitment is underway with 9 places already allocated.	8.11.17 Jan 2018	GT GT	Information Ongoing
7.	College Evaluative Report 2016-2017 and	Marian Docherty spoke to the final version of the Evaluative Report. This document, together with the Enhancement Plan, will be considered by Education Scotland/SFC at the Endorsement Meeting scheduled for 20 November 2017.	20.11.17	AS/MD	Ongoing

	Enhancement Plan	The meeting noted that Marian Docherty would reply on behalf of the college to a College's Scotland request for feedback regarding the Quality Framework process. A similar exercise will be undertaken by SFC/Education Scotland - details to follow.	25.11.17	MD	Ongoing
8.	Outcome Agreement 2018-2019	<p>The Committee considered the letter of guidance issued on 18 October 2017 by Shirley-Anne Somerville, Minister for FE, HE and Science. The letter set out her expectations and ambitions for 2018-2019 Outcome Agreements.</p> <p>The strategic priorities remain unchanged although colleges are not required to prioritise full-time provision for 16-24s but rather should be responsive to the current needs of learners and the economy. This must include access to opportunities for part-time learners, learners over the age of 24 and those returning to learning for up-skilling and re-skilling.</p> <p>An "intensification" of the Outcome Agreement process is required by Scottish Government, requiring colleges to set ambitious targets to drive improvement and create a robust basis for assessing the impact of investment.</p> <p>A draft Outcome Agreement 2018-2019 is required by 15 December 2017.</p>			
9.	Newbattle Conversations	Terry Brotherstone reported that the 2020 Conference Academic Group had met on 20 October 2017 and considered a fresh approach to the HLF Project Enquiry Form. This will be progressed by Douglas Turner and considered by the Newbattle Conversations Advisory Committee at their meeting on 27 November 2017.	27.11.17	TB/AS/MD	Ongoing
10.	Date of Next Meeting	13 February 2018, from 11.00am - 1.00pm.	13.2.18	AS	Information