

Meeting: Learning & Teaching Committee		Venue: The Bunker, Newbattle Abbey College		Date: 27 February 2018	Time: 11.00am - 1.00pm
Minute Taken By: Janet Nixon		Sederunt: Richard Dockrell (Chair), Terry Brotherstone, Marian Docherty, Sabine Bluetgen		Apologies: Duncan Robb, Stuart Moir, Maria Lloyd and Pauline Sutton	Absences:
No.	Agenda Item	Action	When	By Whom	Status
1.	Apologies	Apologies were received from Duncan Robb, Stuart Moir, Maria Lloyd and Pauline Sutton. Sabine Bluetgen was welcomed to her first meeting of the Learning & Teaching Committee.	27.2.18 27.2.18	JN RD	Information Information
2.	Minute of Previous Meeting of 8 November 2017 (Paper 1)	Approved as an accurate record.	27.2.18	L & T	Complete
3.	Newbattle Conversations	2020 Declaration of Arbroath Conference The Committee was pleased to note that planning for the conference was in hand and work has now started on the development of the programme.	27.2.18	TB	Information
4.	Review of semester 1	The Committee considered the summary tabled by Marian Docherty. There was discussion about the number of students who had withdrawn from the Arts & Social Sciences Course, primarily because of mental health issues. It was noted that the Learning and Teaching Team would keep this under review and further analyse the data. Student opinion is also being sought through the end of unit evaluations and Focus Groups.	2018	MD	Ongoing
5.	2018/19	The Committee considered the 2018/19 Newbattle Abbey College			

	Newbattle Abbey College Prospectus (Paper 2)	Prospectus. It was noted that the prospectus includes more pictures, less text and highlights key data. It was agreed that the prospectus reflects well upon the college.	27.2.18	MD	Information
6.	Curriculum Update (Paper 3)	<p>Marian Docherty introduced the paper with updates highlighted as follows:</p> <p>Creative Base A creative base is being created in the former residential tutor's kitchen and is designed to develop creativity in all college courses.</p> <p>Adult Achievement Awards</p> <ul style="list-style-type: none"> Funding has been provided by Education Scotland to engage consultants to support the college in the development of a Marketing/Business Plan, evaluation of the Phase 2 Pilot Programme and credit-rating for the SCQF Level 2. <p>Scottish Historic Buildings Trust (SHBT): Riddle's Court</p> <ul style="list-style-type: none"> In partnership with SHBT, Newbattle ran a 9 week evening course on 'Gaelic Language, Culture and Landscape' in the new Patrick Geddes Centre in Riddle's Court, Edinburgh. 12 adults enrolled on the course, which was very well received. Discussions are now underway with SHBT about further curriculum options for 2018. <p>Forest College The Committee noted that Forest Awards at SCQF Levels 3,4,6 and 7 will be developed by June 2018 and be available from the start of the next session.</p>	2018	MD	Ongoing
			27.2.18	MD	Information
7.	Staffing Update	<ul style="list-style-type: none"> Pauline Sutton has now returned to full-time working Gill Turner and Dave Carson will continue working at the college until 6 April. The new Depute Principal will take up post on 9 April 	27.2.18	MD	Information

8.	Enhancement Plan (Paper 4)	<p>The Committee considered the revised Enhancement Plan tabled by Marian Docherty. It was noted that this is a useful document which outlines specific tasks for individual members of staff and provides for involvement from students.</p> <p>It is expected that from March onwards the college will have a much clearer idea from Education Scotland and SFC about how the process will operate this year.</p>	27.2.18	MD	Information
9.	Outcome Agreement 2018-2019	<p>The Committee considered verbal update provided by Marian Docherty. It was noted that the revised version must be submitted by the end of the week commencing 26.2.18 and that feedback has been positive with only minor adjustments required.</p> <p>It was agreed that Ken Rutherford be invited to attend a session at the Board Strategy Day on 15.3.18.</p>	27.2.18 15.3.18	MD MD	Information Ongoing
10.	National Adult Learning Conference	Preparations were well in hand for this event which will take place on 24 April 2018.	24.4.18	MD	Ongoing
11.	Newbattle Abbey College alumni	It was noted that this is being taken forward by Stephanie Linton.	2018	SL	Ongoing
12.	AOCB	<p>It was noted that following the seminar given recently by Neil Hargreaves, a meeting of alumni and interested persons will be held to discuss helping with research.</p> <p>An article on the seminar had been published in <i>Edinburgh Life</i> and would be circulated to Board members.</p>	27.2.18 March 2018	TB BL/JN	Information Information
13.	Date of Next Meeting	Wednesday 9 May 2018, from 11.00am - 1.00pm.	9.5.18	JN	Information