

# Learning, Teaching, and Research Committee Meeting, Quarter 4, 2023-2024

*Wed 29 May 2024, 16:30 - 18:30*

## Attendees

### Chair

- Karen Hall (Chair of Learning, Teaching, and Research Committee)

### Prescribed Board Members

- Souter Gary (Regional Student Director, Absent from 12, 12.1, 13, 14)
- Simon Clarke (Teaching Staff Director)

### Other Board Members

- Valerie Nicolson (Independent Director)
- Absent: John Goodlad (Independent Director)

### Management Team Member

- Laura Burden (Depute Principal Tertiary)

### Staff In Attendance

- Matt Sierocinski King (Board Secretary)
- Beth Mouat (Joint Head of Marine Science, Absent from 4, 6, 7, 7.1, 8, 9, 10, 11, 12, 12.1, 13, 14)

### Also In Attendance

- Sara Fox (HISA Development Manager - Northern Isles)

### Apologies

- Lauren Doughton (Independent Director)
- Keith Massey (Local Student Director)
- Jane Lewis (Principal - Shetland UHI)
- Daniel Lawson (Independent Director)

## Meeting minutes

### Introductory Items

#### 1. Welcome, Apologies, and Announcements

Ms Hall (Chair) welcomed everyone to the meeting. The apologies were announced as noted above.

#### 2. Declarations of Interest

There were no declarations of interest.

### **3. \*Terms of Reference**

**Action:** Mx Sierocinski King (Board Secretary) shall remove Ms Christey (Chair of Audit Committee) and add Dr Doughton (Independent Director) from the terms of reference.

**Action:** The Board Secretary shall add the terms of reference to the agenda of the next meeting of the Board of Management for approval.

## **Student Experience**

### **4. HISA Update**

This agenda item was taken after agenda item 5.

Miss Fox (HISA Development Manager - Northern Isles) introduced the paper, and explained the context of the update, and highlighted the £500 contribution, quarter of the HISA Shetland budget, towards the safe space. She spoke about the work of Mr Green (HISA Shetland Intern) as a student intern, including the work done for LGBT History month, along with working with inviting a business, and a student discount. She also spoke about the newsletter from HISA to students, and the student meetings both locally and regionally, and spoke about the impact of ASOS on students.

The HISA Development Manager - Northern Isles, also praised the communication between the Board of Management and Shetland Students.

The HISA Development Manager - Northern Isles left the meeting at the end of this agenda item.

### **5. Senior Staff Presentation - CCS Launch**

This agenda Item was taken ahead of agenda item 4.

Dr Mouat (Joint Head of Marine Science) introduced the Centre for Sustainable Seafood (CSS) and explained that it is an official UHI research centre, which has been developed over the last 18 months or so. She spoke about the applied research and the relationship with the stakeholder advisory group, which include a wide variety of local and national stakeholders. She spoke about

the CSS launch, the courses being developed and the aims of the centre. She spoke about the next steps of the CSS including the co-creation of projects and involving young people in the CSS. She spoke about the support that Dr Goodlad (Independent Director) was providing as Chair of the advisory group, and the aim to diversify the funding streams for the centre.

The Committee discussed the CSS' development with the Joint Head of Marine Science. Dr Clarke (Teaching Staff Director) asked about the status of a Centre and the criteria to what makes it a centre. The Joint Head of Marine Science explained the process and criteria, along with the difference between a Centre and an Institute.

The Joint Head of Marine Science left the meeting at the end of this agenda item. Miss Fox (HISA Development Manager - Northern Isles) joined the meeting during this agenda item.

## **Scholarship and Research**

There were no Scholarship and Research matters on the agenda of this meeting.

## **Committee Matters**

### **6. Minutes of the last meeting**

Ms Hall (Chair) asked members of the Committee to review the minutes of the previous meeting for matters of accuracy.

**Decision:** The Committee approved the minutes as a true and accurate record of the previous meeting.

### **7. Matters Arising**

There were no matters arising.

## **8. Vice-Chair of Learning, Teaching, and Research Committee**

Ms Hall (Chair) updated on the thoughts of Search and Nominations Committee based on the vacancy, including new directors, and the possibility of the role being open to student directors. Mx Sierocinski King (Board Secretary) added the decision was supported by HISA.

**Decision:** The role of Vice-Chair of Learning, Teaching, and Research Committee is return to the agenda of the next meeting of the Committee, for a possible nomination of appointment.

**Action:** The Board Secretary shall add the role of Vice-Chair of Learning, Teaching, and Research Committee to the agenda of the next meeting of the Committee.

## Performance Monitoring

### 9. \*AI Paper to note

**Noted:** The Committee noted the paper.

### 10. Risks 1 and 2 - Student Numbers

Mrs Burden (Depute Principal Tertiary) updated on the numbers of Students for the committee. She spoke about the credit levels and the strong level of FT numbers, and that approaches have been made to UHI for 5000 credits for next AY which has been rejected, and this has been appealed to SFC.

She spoke about the FTE target for home fee students, and was confident that it could be met. She spoke that FE risk was now green and HE was now amber.

The Depute Principal Tertiary moved on to speak about the growth in applications in FE, while the growth level was not similar in HE, though she was hopeful that some FE students would convert to HE closer to the start of the next academic year. She also spoke about statistical anomaly with regards to School based applications. She also spoke about the condensing of courses while maintaining or expanding student levels.

Dr Clarke (Teaching Staff Director) raised the topic of a different funding model for school-based students. The Depute Principal Tertiary confirmed that SIC contribution has risen, and that external funding is coming from the green skills funding for next AY. Ms Nicolson (Independent Director) spoke about the link between industrial action and HE applications. The Depute Principal Tertiary spoke about that this is more true in some academic sections, but also conversely the opposite is true in other sections. The Teaching Staff Director spoke about the campaigning by students for

more funding for Shetland UHI, and networked courses. He also spoke about the negative impact on the UHI marketing strategy for one particular networked course, as well as networked courses on the whole.

## 11. UHI Courses and Curriculum Planning

Mrs Burden (Depute Principal Tertiary) gave a verbal update on the evolving picture for this matter. She spoke about courses with less than 12FTE students, with recommendations for modules and programmes to be withdrawn, while others to be continued and monitored. She detailed some examples of such courses in each category. She explained what the practical implications were for withdrawing courses is that they were effectively dormant courses, and can be re-established.

She also spoke about the Short-Life Working Group focussed on curriculum and planning on islands curriculum, with curriculum planning moving to be partnership-wide process rather than by individual partners.

The Committee discussed the matter with a focus on reviews of courses. The Depute Principal Tertiary confirmed the change in approach to cadet courses, in response to industry changes with regards to not recruiting under-18s. Doctor Clarke (Teaching Staff Director) challenged the notion that partnership was becoming more proactive and that leadership was still, in his view, still coming from APs, rather than being a proactive partnership planning group. The Depute Principal Tertiary responded accordingly. The Teaching Staff Director felt that these decisions should be made at Schools level with Associate Deans, rather than at Partnership Council. The Depute Principal Tertiary confirmed the participation of the Associate Deans at the meeting.

Mr Souter (Regional Student Director) left the meeting during this agenda item.

**Action:** The Depute Principal Tertiary shall bring a paper to the next meeting of the Committee on UHI Courses and Curriculum Planning.

## 12. Education Scotland Feedback - (Restricted)

Mrs Burden (Depute Principal Tertiary) announced that a paper from Education Scotland would be forthcoming to the Board of Management in June or in the Autumn.

She relayed to the Committee the informal feedback that Shetland UHI had received from Education Scotland and confirmed that no action points were given by Education Scotland in their report. She also confirmed that two recommendations were made, one regarding technical

upskilling of staff, the other that no data sharing agreement with the local authority that was in place. She detailed the attempts made to establish a data sharing agreement with Shetland Islands Council.

The Depute Principal Tertiary spoke of the praise from Education Scotland with regards to the staff, and wished to formally give praise to staff from the Senior Management Team.

Dr Clarke (Teaching Staff Director) spoke with praise to Education Scotland in how they undertook their visit, and how Education Scotland responded to the conditions that Shetland UHI was working within. He gave his thanks to Education Scotland for being flexible in their approach.

**Noted:** The Committee noted their thanks to UHI Shetland staff.

**Action:** The Depute Principal Tertiary is to action a positive press release, about the report, in due course.

## **12.1. Performance Indicators - (Restricted)**

Mrs Burden (Depute Principal Tertiary) spoke to the KPIs, and highlighted that Shetland UHI delivered stronger success rates than those demonstrated by the Scotland wide KPS. Ms Hall (Chair) spoke to the Committee with thoughts regarding where and why the areas of weakness in completion had occurred. The Depute Principal Tertiary confirmed that individual colleges were embargoed in releasing their results until midnight on 29/05. She also spoke about the low numbers of the demographics, that made such demographical results less reportable.

## **Concluding Items**

### **13. Any Other Business**

There was no any other business

### **14. Dates of the Next Meetings**

The dates of the next meetings are:

- 18th September at 16:30 on Teams
- 6th November at 16:30 on Teams
- 19th February at 16:30 on Teams

- 21st May at 16:30 on Teams

<b>Agenda Item</b>	<b>Action</b>	<b>Responsible</b>	<b>Progress</b>
3	Remove Ms Christey (Chair of Audit Committee) and add Dr Doughton (Independent Director) from the terms of reference.	Mx Sierocinski King (Board Secretary)	Complete
3	Add the terms of reference to the agenda of the next meeting of the Board of Management for approval.	Board Secretary	Complete
8	Add the role of Vice-Chair of Learning, Teaching, and Research Committee to the agenda of the next meeting of the Committee.	Board Secretary	Complete
11	Bring a paper to the next meeting of the Committee on UHI Courses and Curriculum Planning.	Depute Principal Tertiary	
12	Action a positive press release, about the report, in due course.	Depute Principal Tertiary	