

West College Scotland
Learning, Teaching & Quality Committee

Minute of Meeting held on Wednesday 29 November 2023, via Teams

Present: G Hunt (Chair) [GH]
F McKerrell [FM]
Jillian Couto-Pheonix [JCP]
L Connolly, Principal [LC]
W Hatton, Ex Officio [WH]
E Cselik (SA VP) [EC]

In Attendance: S Gunn, Vice Principal Educational Leadership [SG]
A Pignatelli, Assistant Principal [AP]
K Prele, Student President [KP]
N Taylor, Director of Communications, Engagement and Student Experience [NT]
S McDonald, Governance Manager [SM]
(Minutes)

LM554 Welcome & Apologies

The Chair welcomed everyone to the meeting and noted apologies from G Rice [GR] and R Binks, Co-optee [RB]

LM555 Declarations of Interest

The standing declarations of interests of members, as available on the [Register of Interests](#) on the College website, were noted as current. There were no specific interests declared with regard to the items on the agenda for the meeting.

LM556 Minutes of the Last Meeting

The minutes of the meeting held on Wednesday 25 October 2023 were approved as an accurate record of discussions.

LM557 Actions from the Meeting and Matters Arising

The Committee noted the updated actions since the last meeting.

SG updated on the action relating to female enrolments. She noted that there had been a small drop in female enrolments (1%). Further follow-up work will take place with regards to specific age groups, etc, and over next few cycles, to see if there is any downward trend. **Action: SG**

LC advised that she had spoken with Shona Struthers at Colleges Scotland on the FWDF item. This would be picked up by CS on behalf of the sector and discussed with Chambers.

There were no further matters arising not otherwise covered on the agenda.

LM558 Cyber First Presentation

Iain Shand joined the meeting and gave a presentation on the Cyber First Project which had been devised in conjunction with National Cyber Security Centre, Education Scotland and Schools. Iain discussed and highlighted the following:

- The project aims to inspire and encourage students from all backgrounds to consider a career in cyber security. A copy of the presentation has been uploaded to the Teams Channel.
- There are real benefits of the project for primary school pupils through to secondary school and then on to college, with the inclusion of a bursary element and a work placement with employers such as GCHQ, MI5, MI6, National Cyber Centre.
- There are currently 15 Cyber First Schools in Scotland, however, it is thought this will increase as the project gains momentum.
- West College Scotland is currently the only college in agreement with Education Scotland to deliver Cyber Security courses, from NQ to HNC for progression from Cyber First.
- The unique and guaranteed articulation pathways and qualifications available.
- The advantages of the Cyber First approach including opening to students who may not necessarily pass Highers, but who have been trained in cyber security since at least S1.

A copy of the presentation has been uploaded to the Teams Channel.

The Committee noted the excellent inspiring and interesting presentation and raised the following:

- How will the College cope with the increase in demand as the project widens nationally. IS advised the project was piloted in South Ayrshire and now covers the Central Belt, so WCS is able to manage demand across the three campuses and with an increased Cyber portfolio. He further noted that as it moves nationally other colleges will become involved. He noted that West Lothian and Inverness colleges were in discussions at the moment. SG advised this was also discussed at a recent curriculum planning session as an area of future growth for the College.
- Was there a point in time where the female demographic became more interested in the topic. IS advised this depended on the individual school, however, it was mostly when pupils were at S2/S3 and making their choices. He also advised that work was ongoing with Microsoft and Education Scotland to increase alternative qualifications in new areas of computing to meet future skills (cloud based, AI, etc).
- The pipeline for pupil engagement was noted as excellent and could be adopted in other areas where there were skills shortages or where the areas were not well understood.
- The importance of alternative educational pathways and articulation routes, starting with links to schools.
- The need to ensure this new unique project and approaches, working with tertiary and school partners, are highlighted to the Minister, and that we promote and broadcast our work in this area. **Action: SG/IS/NT**

The Committee wished Iain good luck, as he has been nominated for Best Educator in the Cyber Security Awards Ceremony being held later this week.

The Committee noted the excellent project and WCS being at the forefront of such an exciting opportunity and thanked Iain for his presentation.

LM559 Student Association Update

EC spoke to the paper previously issued, highlighting the following:

- There are currently 309 class representatives now in place, with further recruitment taking place with January start programmes.
- Training for class representatives would be provided by SA Team, on Moodle, and via SPARQs.
- Work continues on the Strategic Plan, with highlights noted from the SWOT analysis, including great working relationships and communication channels between the Student Association Team and Senior Staff.
- The new Podcast would be launching in January 2024. Requests for interviews would be issued via email.

The Committee noted the well structured update provided, including future plans and the great work being undertaken by the SA Team. The ongoing engagement with Class representatives would help to build a pipeline for succession planning and future members of the SA Team.

AP commended the Student Association in their work to date, noting that feedback from CQLs was that the SA Team were already making an impact across the College. The Committee noted this useful feedback for the Team to build on during the year.

The Committee noted the report and update provided.

LM560

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LM561 STEM and Sustainability

In the absence of Lee Coutts Assistant Principal, SG updated the Committee on the paper provided, highlighting the following:

- STEM manifesto, with elements of STEM across all subjects as well as within dedicated STEM subjects.
- Raising awareness across all staff, including CQL development day on addressing STEM within courses following the College Course Design Principles.

- Next year all curriculum areas would be working together across disciplines to on student activities and this would be used as an opportunity to take forward sustainability and green skills.
- LC represents the College on the national STEM Leads Forum which Energy Skills Partnership chair and where practices, ideas and resources are shared.

The Committee noted the good paper and update provided. It was agreed that LC would be invited to a future meeting to discuss further our approaches to STEM across all curricular areas, aligned to sustainability. This could also include the College's role within the community and links to schools.

JCP noted the good work across the STEM activities and suggested to include sustainable food systems across curriculum areas, which could include biology, social science, environmental engineering, climate change, etc. JCP offered to have a focus meeting with LC to discuss further. **Action: SG/LC**

SG noted that the College undertakes a sustainability goals audit. The results of this would be brought to a future meeting. **Action: SG**

LM562 ELT Update

Following on from the paper provided, SG advised that Corseford College would now be on Finnart Campus until the end of term, as they await an update on access to their building. She noted that the staff and students were on campus every day.

The Committee noted the update report provided for information.

LM563 Final ROA Measurement Table

SG advised that the table had now been updated with the student success rates from 2022/2023. She noted that there were still challenges ahead to achieve set targets for this session, although in some cases we exceeded the targets last session now that results are known. Scottish Government benchmarking data for the sector would be issued in the new year. Updates on targets would be discussed at future meetings.

LM564 SQA Systems Audit (Results)

SG spoke to the paper previously issued. She noted the amount of preparation work involved in the extensive process for the audit. She further noted the good positive report, with only one low level action which had now been resolved and completed.

The Committee noted the positive report as well as the positive comments noted on engagement with the staff team.

**LM565 Quality Standards Committee
*Minute of Meeting held on 5 October 2023***

The Committee **noted** the minute of the meeting which had been issued for information.

LM566 Schedule of Business

The Committee **noted** the 2023-24 Schedule of Business that would be submitted to each meeting. This would be kept under review to ensure best engagement and effectiveness of the Committee.

The Chair noted that with the quality of papers and discussions, the Committee had a strong assurance level of the positive work undertaken and thanked SG and the full staff team involved in preparatory work.

LM567 Any Other Business

The Committee noted this was the last meeting that Fiona Mckerrell would attend. The Chair thanked Fiona for her attendance and contribution to the Committee and the Board and wished her well for the future.

LM553 Date of Next Meeting

- **Wednesday 7 February 2024, 4pm via Teams**

Approved