

Learner Experience Committee

Minutes

Meeting reference: Learner Experience 2024-25/01

Date: Wednesday 11 September 2024

Location: Boardroom (Braham Room 019)

Members present: Lorenz Cairns, Depute Principal (Academic)
Chris Lusk, Board Member
Alistair Wylie, Board Member (from Item 6.2)
Xander McDade, Student Board Member
Andi Garrity, Student Board Member
Deborah Lally, Director of Student Experience
David Gourley, Director of Learning Teaching & Quality Enhancement
Christiana Margiotti, Director of Curriculum (AME)

In attendance: Ian McCartney, Clerk to the Board

Apologies: Margaret Cook, Principal
Patrick O'Donnell, Staff Board Member
Rosalind Bryce, Chair of Scholarship & Research Committee

Chair: **Lorenz Cairns**

Minute Taker: Ian McCartney

Quorum: 7

UHI Perth is a registered Scottish charity, number SC021209

We will act with integrity in everything we do

Student Centred + Innovative + Ambitious + Respectful + Inclusive + Collaborative

Minutes:

Item		Action
1.	Welcome and Apologies Depute Principal, Chairing the meeting on behalf of Principal welcomed everyone to the meeting, and noted apologies.	
2.	Additions To The Agenda There were no additions to the Agenda.	
3.	Declaration of Conflict of Interest in any Agenda Item No conflicts of interest were declared.	
4.	Minutes of Meeting held on 24 April 2024 The minutes were approved as being an accurate record of the meeting.	
5.	Matters Arising from Previous Minutes There were no Matters Arising. Chair noted with regard to the recent Education Scotland report previously reviewed by this Committee, that current issues being experience by SIMD10/20 students had been identified. Director of Student Experience reported that work had been undertaken in order to address this area and this would be reported to Education Scotland.	
6.1	HISA Perth Strategic Update Student Board Member presented Paper 2, and provided additional updates relating to recent work. Student Board Member highlighted recent Freshers Week activities and advised that HISA Perth had been discussing lessons learned from these activities. Student Board Member updated Committee on student induction sessions and issues being raised around student isolation/belonging. Board Member noted research into student belonging had identified the importance of clubs and societies in tackling such issues. Student Board Member advised that discussions were already in place and arrangements made to liaise with Director of Student Experience around potential local departmental fundraising opportunities, eg a RAG-type Society. Progress would be reported at next meeting. Paper 2 was NOTED .	Student Board Member & Director of Student Experience

6.2	<p>Student Satisfaction & Experience Survey</p> <p>Director of Teaching, Learning and Quality Enhancement presented Paper 3, providing information and analysis from the SSES survey conducted in April 2024.</p> <p>Director of Teaching, Learning and Quality Enhancement advised that data will be analysed and triangulated with other sources of feedback to provide input into quality enhancement and improvement, which will be of particular relevance as part of the self-evaluation elements of the new QAA Quality Framework.</p> <p>Chair queried where actions arising from the Survey would be captured and where oversight was provided. Director of Curriculum advised that actions are retained across a number of different documents, however Perth Leadership Group retains a strategic overview.</p> <p>Board Member queried whether it would be possible to receive a glossary of acronyms and additional numerical information for greater understanding. Director of Teaching, Learning and Quality Enhancement agreed that these would be provided in future versions</p> <p>Committee NOTED Paper 3.</p>	Director of Teaching, Learning & QE
6.3	<p>Student Funding Update</p> <p>Director of Student Experience provided latest information around student funding processing, which was on track with 322 out of 562 applications processed; the remainder required additional information which is being chased up. Director of Student Experience Discussion advised that students who have not yet applied but may be eligible are also being contacted.</p> <p>Student Board Member queried emergency support arrangements for students coming off Universal Credit. Director of Student Experience advised that where possible students are directed to Hardship Funds but there are strict eligibility criteria under Scottish Government rules. Director of Student Experience further advised that SAAS have increased the level of Student Loan support fund available.</p>	
7.1	<p>Student Completion & Progression - Update</p> <p>Director of Student Experience presented Paper 4, which provided information (previously presented to Staff Conference) around completion and progression following publication of most recent SFC data.</p>	

	<p>Board Member queried the current partnership provision with local schools. Director of Curriculum advised that the College was looking to develop its partnership co-delivery with schools, however there have been some cuts in terms of schools provision offered via the Schools & College Partnership (SCP) of late so some rebuilding will be required.</p> <p>Student Board Member expressed concern that uptake in this important initiative is affected as this may affect future student numbers. Director of Curriculum agreed to take discussion around SCP forward via appropriate channels.</p> <p>Committee NOTED Paper 4.</p>	Director of Curriculum
7.2	<p>Student Recruitment Update</p> <p>Director of Student Experience provided the latest update regarding student numbers, predicting a shortfall of approx. 230 full-time HE.</p> <p>This prompted a discussion around what levers can be pulled to address this issue going forward:</p> <ul style="list-style-type: none"> • Director of Teaching, Learning and Quality Enhancement noted that the College has failed to meet its HE target every year over the past few years, demonstrating that something different needs to be done, such as reverse articulation or summer schools which have been discussed but not actioned; • Chair noted that a review of curriculum and teaching & learning is about to get under way, and due for completion by the end of October; • Director of Curriculum note that, although our Marketing Team have tried a number of different local initiatives, more work needs done with UHI as numbers of students being recruited via Clearing remain low. <p>Director of Student Experience completed update by noting that FE numbers were healthier, and targets for funded places were on likely to be met.</p>	
8	<p>Committee Minutes</p> <p>There were no Committee Minutes supplied for information</p>	

9	Date of Next meeting <ul style="list-style-type: none"> Wednesday 20 November 2024 	
10	Review of Meeting Committee confirmed the business of the meeting had been consistent with the Terms of Reference.	

Information recorded in College minutes are subject to release under the Freedom of Information (Scotland) Act 2002 (FOI(S)A). Certain exemptions apply: financial information relating to procurement items still under tender, legal advice from College lawyers, items related to national security.

Notes taken to help record minutes are also subject to Freedom of Information requests, and should be destroyed as soon as minutes are approved.

Status of Minutes – Open ☒

An **open** item is one over which there would be no issues for the College in releasing the information to the public in response to a freedom of information request.

A **closed** item is one that contains information that could be withheld from release to the public because an exemption under the Freedom of Information (Scotland) Act 2002 applies.

The College may also be asked for information contained in minutes about living individuals, under the terms of the Data Protection Act 2018. It is important that fact, rather than opinion, is recorded.

Do the minutes contain items which may be contentious under the terms of the Data Protection Act 2018? **Yes** ☐ **No** ☒