

Strategic Development Committee

You are invited to attend a meeting of the **Strategic Development Committee** to be held in the **Boardroom, Falkirk Campus** on **Thursday 11 September 2014** at **4.30 pm**. Refreshments will be available from 4.00 pm.

Agenda

1. Declarations of interest

FOR APPROVAL

2. Minutes of meeting held on 12 June 2014
3. Matters Arising
 - a) S/13/028 Protection of Children, Young People and Adults as Risk of Harm - Annual Update
 - b) S/13/041 Equalities Report
4. Forth Valley College Foundation Annual Project Plan 2014/15 David Allison

FOR DISCUSSION

5. Proposed New Falkirk Campus (Presentation) Tom Gorman
6. Outcome Agreement 2015-16 David Allison
7. Student Association Report Lorraine Simpson
8. Operational Plan Monitoring David Allison
9. Student Activity David Allison
10. Review of Risk
11. Any Other Competent Business

FOR INFORMATION

Programme of Committee Business



Strategic Development Committee

Location:	Boardroom, Falkirk Campus
Date:	12 June 2014 (commencing at 4.30 pm)

Present: Mrs Anne Mearns (Chair)
Dr Bill Blair
Mrs Fiona Campbell
Mr Andrew Carver
Mr David Gentles, Student Union President
Mrs Caryn Jack
Mr Robert Addie
Mr Ken Richardson

Apologies: Mr Colin Alexander

In Attendance: Mr David Allison, Director of Information Services
Mrs Fiona Brown, Head of Curriculum, Quality and Learning Services
Mr Stephen Jarvie, Corporate Governance and Planning Officer
Dr Ken Thomson, Principal
Mrs Caroline Storey, Diversity Coordinator

S/13/035 Declarations of Interest

None

S/13/036 Minutes of meeting held on 13 March 2014

The Minute of the meeting of 13 March 2014 was accepted as an accurate record.

S/13/037 Matters arising

a) S/13/027 Learner Success Performance Indicators 2012-13

The Director of Information Services reported that the level of withdrawals where no cause was known had been reviewed. This was a very small number (9 in the last academic year) and it was felt that this did not warrant significant amendment to College processes; however it would be explored if further level of detail could be captured.

b) S/13/028 Protection of Children, Young People and Adults as Risk of Harm
- Annual Update

It was reported that the issue of document security had been resolved. Members highlighted that concerns re ensuring external contractors meet College requirements for working near protected groups had not been answered. It was agreed to provide an update at the next meeting of the Committee.

c) S/13/031 College Operational Plan

The Principal confirmed all Committee comments had been incorporated into the final version of the Operational Plan.

d) S/13/032 Student Activity

This will be covered under item S/13/044

e) S/13/026 Learning and Teaching Innovations for Good Practice

It was reported that tracking of online resource use was being examined for incorporation into the system for when it goes live later in the year.

S/13/038 HEI Update

The Head of Curriculum, Quality and Learning Services summarised progress with HEI fund activity within the College. She outlined increases in provision with 2 new degree programmes being run in conjunction with the University of Stirling, and the ongoing developments with other universities.

The Chair queried whether students could graduate with an HND at the end of the College segment of their course. The Head of Curriculum, Quality and Learning Services confirmed that they could.

Members queried if there was an impact on the application processes for next year owing to the late funding announcement. The Head of Curriculum, Quality and Learning Services noted that there were mechanisms in place to assist applicants and that they would not be disadvantaged.

a) Members noted the content of the report

S/13/039 Annual Engagement Report

The Head of Curriculum, Quality and Learning Services presented the report following the April 2014 visit by Education Scotland. She highlighted that the report had no major recommendations and that the College had been extremely pleased with the positive feedback on discussions between learners and Education Scotland.

Members queried the focus on School College partnership work in the Falkirk area rather than Forth Valley as a whole.

The Principal commented that, owing to the differences in each council's processes, activity in the Falkirk area was more embedded at this time. He noted however, that there were positive developments within Clackmannanshire and Stirling and that he hoped they would soon be operating at a similar level of provision.

a) Members noted the content of the report

S/13/040 Commission for Developing Scotland's Young Workforce – Final Report

The Head of Curriculum, Quality and Learning Services presented members with a paper which focussed on the key recommendations from the new report which was issued on 6 June 2014.

Members queried how the integration with the Senior Phase of Curriculum for Excellence worked. The Head of Curriculum, Quality and Learning Services confirmed that senior phase students attend the College for 2 half day periods and that this was directly linked to their school timetable.

The Principal commented that this was the current model in place with Falkirk Council and that the College is keen to replicate this with Clackmannanshire and Stirling councils.

Members queried whether the College had any information regarding implementation of the recommendations referred to in the paper. The Principal confirmed that there was no official information at this time and noted that, given the advanced nature of the provision on offer by the College, there is a risk that any funding made available will be targeted at those Colleges who do not have a similar level of provision.

a) Members noted the content of the report

S/13/041 Equalities Report

The Diversity Coordinator presented members with an update on progress and developments within the College in relation to equalities.

She noted that the College had been awarded both the BRITE and LGBT awards, with Forth Valley being the first College in Scotland to receive the BRITE award.

She highlighted the increased participation of staff in providing information in relation to protected characteristics and confirmed that similar questionnaires would be sent to students to ascertain the overall college picture.

The Chair noted that the Committee had recommended that they undertake equalities training to enable equalities to be considered during decision making. The Corporate Governance and Planning Officer noted that this had not occurred and would be looked into further.

Members queried whether there were any national initiatives aimed at redressing the gender imbalance in STEM courses. The Diversity Coordinator noted that there were a few and that the College did engage with these.

a) Members noted the content of the report

S/13/042 Student Union Update

The Student Union President summarised that activity of the Student Union since the last meeting of the Committee.

He outlined the recent Student Union elections and noted that the new President would be attending the next meeting of the Board on 26 June. He noted that, owing to funding received from SFC, this was now a sabbatical position.

He reported on a recent charity walk which raised funds for the Food Bank which students can access if needed.

Members queried how many students had used the food bank to date and the Student Union President reported that it was approximately 80.

- a) Members noted the content of the update

S/13/043 Monitoring of College Operational Plan

The Director of Information Services provided members with a demonstration of the new system which is designed to track progress against all the targets within the College Operational Plan.

Members welcomed the introduction of the new system and made a number of suggestions on how the presentation of the information might be improved.

- a) Members noted the content of the demonstration

S/13/044 Student Activity and Room Utilisation

The Director of Information Services presented a snapshot of the current levels of student activity, noting that these were mainly on target and that no significant issues had been identified.

He informed members that a review of room utilisation rates had been conducted and outlined the totals by campus.

The Principal noted that this work was made possible by the significant level of forward planning which goes into the preparation of the timetables for each year.

- a) Members noted the content of the report

S/13/045 Review of Risk

No new risks identified

S/13/046 Any Other Competent Business

The Chair expressed her appreciation and that of the Committee to Bill Blair and David Gentles who were attending their last committee meeting as Board members. She highlighted that their support and input had been invaluable to the work of the committee.