



Strategic Development Committee

You are invited to attend a meeting of the **Strategic Development Committee** to be held in **Room A203, Alloa Campus** on **Thursday 21 November 2013** 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 5 September 2013

3. Student Union Constitution

David Gentles

FOR DISCUSSION

4. Matters Arising

- a) S/13/005 2014/15 Outcome Agreement
- b) S/13/007 Student Activity

5. Student Funding (Online System Demo)

Alison Stewart/
David Allison

6. HEI Programmes Report

Joanna
McGillivray

7. Falkirk Estates Proposal

Tom Gorman

8. Student Union Report

David Gentles

9. Draft Strategic Plan

Ken Thomson

10. Outcome Agreement 2014-17

David Allison

11. Review of Risk

12. Any Other Competent Business

FOR INFORMATION

Programme of Committee Business
Annual Report of Institution Review of Quality
Outcome Agreement 12-13 Self Evaluation
Student Activity

Uncontrolled Copy



Strategic Development Committee

Meeting:	Strategic Development Committee
Location:	Boardroom, Falkirk Campus
Date:	5 September 2013 (commencing at 4.30 pm)

Present: Mrs Anne Mearns (Chair)
 Dr Bill Blair
 Mr Andrew Carver
 Mr Robert Addie
 Mr David Gentles

Apologies: None

In Attendance: Dr Ken Thomson, Principal
 Mr David Allison, Director of Information Services
 Mrs Jane Fowell, Learning Resources Manager (item S/01/004 only)
 Ms Karen Richardson (minute)

S/13/001 Declarations of Interest

None

S/13/002 Minutes of meeting held on 13 June 2013

The minute of 13 June 2013 was approved.

S/13/003 Matters arising

a) S/12/040 Forth Valley College Learning Strategy

The Principal reported that the Strategy had been approved by SMT and had been updated to reflect a reduced number of outcomes reliant on learner observation. SMT have agreed on the requirement and therefore a proposal on learner observation will be considered at a future SMT meeting. Mr Addie acknowledged that the proposal will take the form of a voluntary arrangement of peer assessment and CPD opportunity.

b) S/12/045 Stirling Council Single Outcome Agreement

The Principal reminded members that the College was required to sign up to the Stirling Council Single Outcome Agreement as a partner. The Community Planning Partnership (CPP) have appointed a leadership group to oversee the new process and Mrs Mearns has agreed to be our representative on the CPP Board. Further information will be presented to the Committee in due course.

The Principal also advised that our Internal Auditors are undertaking an audit of how we work and liaise with CPPs in each local authority area within Forth Valley with a view to adopting a common approach. This report will be made available.

S/13/004 Learner Engagement Strategy

The Learning Resources Manager presented members with the Learner Engagement Strategy, explaining how this was a strand of the recently approved College Learning Strategy and met Scottish Funding Council guidance on learner engagement.

She explained the consultation had been undertaken with both staff and learners and how the strategy was developed and based on the nationally agreed framework developed by SPARQS (Student Participation in Quality Scotland).

She noted the next steps in terms of roll out to Class Representatives and inclusion in college staff's PTS&Rs. It is proposed to evaluate the strategy on an annual basis.

A member queried how this fitted with the Learning Strategy "Empowering Learners" and the Principal explained this would become clear in his presentation later in the meeting.

A member asked how positive results will be achieved/captured for evaluation purposes and the Learning Resources Manager explained how this will be measured.

A member suggested that in addition to qualitative targets, quantitative targets in the strategy would be beneficial and it was agreed this would be considered for inclusion.

It was agreed this would be included in the Committee work plan at a suitable time so that progress could be reviewed.

a) Members noted the content of the report.

S/13/005 2014/15 Outcome Agreement

The Director of Information Services updated members on recent Scottish Funding Council guidelines for completion of the 2014/15 College Regional Outcome Agreement.

He highlighted the change to a three year cycle with annual adjustments and the significant change to the format of the documentation.

He explained the revised timelines in relation to submission of the draft, updated and final Agreement and how this will be reviewed and approved by the Committee and the Board.

Members raised the protracted discussions of the last submission and it was agreed the process going forward should prove to be much smoother.

Members agreed an update on the HEI programmes would be welcome at the next meeting.

a) Members noted the content of the report.

S/13/006 Student Union Report

The Student Union President advised members of the planned operational activities in the Student Union.

He reported that evaluation of Class Representative training and the activities undertaken has been done to ensure this is measureable and consistent across the College as this activity is certified by Volunteer Scotland.

He updated members on the structure of the Student Union and the current recruitment.

He noted the development of the Student Union "Fusion" publication and the very positive feedback received. Members acknowledged the Promotional Literature Award received last year from Scotland's Colleges in relation to the Fusion magazine and suggested it could be put forward for entry into other competitions. The President agreed to look into this further.

He reported that the Student Union Constitution has been reviewed and refreshed and will be approved by the Student Council (in November) prior to being submitted to this Committee and the Board for approval.

a) Members noted the content of the report.

S/13/007 Student Activity

The Director of Information Services presented an update on student recruitment for session 2013-14 and reported that we are meeting targets.

He reported that we are now able to include Modern Apprenticeships in this recruitment material and will bring a further update to the next meeting.

A member queried whether we could accommodate additional learners on construction related courses if the sector economic position improved during the course of this session. The Principal advised that we are already looking into this possibility and would continue with our provision in this area, unlike the decision some other colleges have been forced to make.

A member highlighted that the material doesn't show building/room capacity versus utilisation for each campus. The Principal and Director of Information Services explained the planning processes undertaken looking at rooms and staffing. Members agreed it would be helpful to expand the current

information to include this and the Director of Information Services is working on a dashboard, for Committee and Board discussion, which will include this information.

Members welcomed the Principals suggestion to show and explain how the College undertakes curriculum planning.

a) Members noted the content of the report.

S/13/008 SMT and Board Corporate Planning (Presentation)

The Principal presented his Mission, Vision & Values presentation and explained the planned roll out to staff at the forthcoming departmental briefings.

Members welcomed the refreshed approach and suggested amendments which the Principal was pleased to receive and update. It was agreed the Committee would have sight of the draft Corporate Plan at the next meeting, prior to the December Board meeting.

A member asked about an International Strategy and the Principal advised that a consultant has been appointed to look at this area and this work will result in a Regional International Strategy.

a) Members welcomed the presentation.

S/13/009 Review of Risk

Members agreed all business covered at the meeting was low risk.

S/13/010 Any Other Competent Business

None.