

<b>Committee</b>	Board of Management		
<b>Date paper prepared</b>	11/11/2021	<b>Date of committee meeting</b>	17/11/2021
<b>Subject</b>	Principal's Report		
<b>Author</b>	Jane Lewis, Principal with members of SMG		
<b>Action requested</b>	For discussion		
<b>Purpose of the paper</b>	To update the board on activities across the College		
<b>Brief summary of the paper</b>	An outline is given of the measures being taken to mitigate COVID whilst ensuring a suitable student experience. Activities of the Health, Safety and wellbeing committee are provided. The current position on student numbers and credits is provided. Updates are given on research activities and other college activities and achievements.		
<b>Consultation</b>	SMG members provide the updates in the report		
<b>Resource implications</b>	n/a		
<b>Risk implications</b>	n/a		
<b>Link with strategy</b>	Links to all parts of the college strategic plan		

<a href="#">Equality, Diversity and Inclusion</a>	n/a
<b>Island Community Impact</b>	n/a
<b>Paper status</b>	<input checked="" type="checkbox"/> <b>Open</b> – The paper may be circulated to non-members of the committee and published online without restriction. <input type="checkbox"/> <b>Restricted</b> – The paper must not be circulated to non-members or published online until after the committee meeting. <input type="checkbox"/> <b>Confidential</b> - The paper must not be circulated beyond the committee members and should not be published online. [Please note papers may still be subject to Freedom of Information requests – see below].
<a href="#">Freedom of information</a>	Choose an item. If closed/ withheld, select date this will become 'open': Enter a date.

## 1. Return to campus

### 1.1 Measures and activities for Covid-19

Shetland UHI are following Scottish Government advice on safety mitigations on campus for Covid-19. Regular updates are received at a variety of UHI wide meetings. Additionally updates are received from Colleges Scotland and this week a meeting with the Cabinet Secretary to discuss arrangements for next semester.

#### Measures:

- Face coverings to be worn on site
- Social distancing of 1m
- Lateral flow tests encouraged twice a week
- Track and Trace on site
- Vaccination encouraged

#### Activities

Haven't changed much from October. Exception has been to allow the construction workshop to be in line with the engineering workshop with 2m distancing allowing students to remove their face covering when using equipment (so as to prevent eye masks steaming up).

Weekly reporting to Scottish Government, via UHI, continues.

## 2. Update on enrolment figures (FE/HE)

		4 <sup>th</sup> Nov 2021	6 <sup>th</sup> Oct 2021	Total AY enrolment figures			
				2020/21	2019/20	2018/19	2017/18
FE	Full time (FT)	<b>73</b>	<b>73</b>	76	90	94	89
	Part time (PT)	<b>759</b>	<b>577</b>	2235	2197	3348	3584
HE	Full time (FT)	<b>124</b>	<b>119</b>	163	117	112	117
	Part time (PT)	<b>202</b>	<b>160</b>	255	254	278	220

*Figures extracted from Metis on 4<sup>th</sup> Nov 2021*

*Please note that the PT figures will continue to change regularly as further students enrol; however, changes to the FT figures going forwards are likely to be negligible.*

FE FT course enrolments are only slightly down on last year but are 20% less than average pre-pandemic numbers. This is a common picture across the majority of UHI partners, with almost all reporting that their numbers are well below those prior to 2020.

FE PT enrolments are rising gradually, and we would expect this to continue. We anticipate a more significant uplift in the early part of the new year, and again after Easter to some degree, with the planned start of further PT programmes. However, significant work across the whole organisation is required if we are to grow this number sufficiently to match and exceed prior final enrolments, and to meet our raised credit target.

Our latest credit monitoring report shows the following position.

### Student Enrolments and Credits Monitoring 08 November 2021

	Further Education		Higher Education		Total
	Full time	Part time	Full time	Part time	
<b>Lerwick Campus</b>	45	420	118	134	717
<b>Scalloway Campus</b>	25	313	16	57	411
<b>Train Shetland</b>	0	24	0	0	24

Based on the above information and if we claim credits for all of our current students, the likelihood is that we will fall short of the credit target by 400-500. Therefore, it is essential that we take steps to promote further opportunities to start in Semester 2 with a focus on part-time offerings. We are currently working with the course teams to develop and advertise several courses to start in 2022. Promotional events such as the recent Space Day and the planned Open Day event in November will help to raise the profile of Shetland UHI locally.

We have had an increase in ECDL numbers this year which was a direct consequence of Flexible Workforce Development Fund (FWDF) applications. Our Community Learning team has successfully taken on around 50 learners on a sub-contracted basis from another college that was unable to fill these places. The training is being delivered remotely with arrangements made to offer secure, remote exams assisted by video technology. 2020-21 saw the first time that FWDF was offered to SMEs as well as levy paying employers. This had led to additional training offered by Shetland UHI and the opportunities have been advertised through Business Gateway which has led to increased interest for 2021-22. The courses do not, however, contribute towards the credit target as they are funded through a different source. Levy paying employers can claim £15000 and SMEs £5000 towards their training needs. Shetland has been allocated £30000 for each group and it is hoped that with increased promotion, we will be able to use all of our allocation for the coming year.

In relation to apprenticeships, we recently submitted a return for Period 5 for the new single Shetland UHI SDS contract. In total across the 2 sites, we had registered 52 starts from the combined bid of 144 places. Our return highlighted that the majority of the remaining places will be required with many places starting later in the contract year. We are confident that these places will be used by March 2022. Additionally, we have evidence of demand for further places, particularly in Aquaculture, but any extensions will only be permitted once further starts are registered on FIPS. Some minor changes in categories have been allowed where we have swapped an occupational category for another. For 2022-23, a new bid will not be required as SDS offered the opportunity for a one or two year extension and this has been automatically applied. The value and volume will be

based on the bid for 2021-22 with the opportunity to request additional places within the contract year.

We have not met our targets for enrolment of Foundation Apprenticeship students this year. We will be looking again at our offer to determine whether there are changes required to the courses to make them appropriate and attractive for future students.

HE FT figures have risen slightly to put us above average HE FT enrolments. This is apart from in AY 2020/21, when, as commented upon previously, there was an unusually high uptake in HE FT programmes across the partnership.

As noted in the last Board report, there are several concerning factors that are causing colleges nationally to continue to experience serious issues with numbers, with many reporting a significant drop in enrolments across both FE and HE. In planning for next year, we must focus on how we can attract and retain a higher number of students onto our full-time programmes. We will also work to strengthening our staff teams to diversify our offer, whilst maintaining and improving the quality of existing programmes.

### 3. Update on Short Courses

#### *Short course data from period 1<sup>st</sup> August to 9<sup>th</sup> November*

	<u>No. of courses</u>		<u>No. of delegate places filled</u>		<u>No. of days of training</u>	
	<u>2021</u>	<u>2020</u>	<u>2021</u>	<u>2020</u>	<u>2021</u>	<u>2020</u>
Scalloway	48	14	325	117	99.5	22.5
Lerwick	20	30	134	176	22.5	40.5
<b>TOTAL</b>	<b>68</b>	<b>44</b>	<b>459</b>	<b>293</b>	<b>122</b>	<b>63</b>

The above numbers do not account for the online aquaculture courses which run continuously and in the noted period have been completed by 46 students.

Overall, short course numbers are up on equivalent period last year in all respects. This is due in part to the fact that in 2020 NAFC course attendees were restricted to only those who required the course immediately, and many awarding bodies were providing extensions to the validity period of existing certificates. Additionally, capacity was even more restricted than it is at present. This year, we are seeing a rush of delegates for industry required courses as companies try to meet the backlog of training resulting from the COVID lockdown periods.

However, the delay in gaining approval under our new name has restricted some course delivery in the early part of this period, which resulted in a reduction in numbers on some of the Lerwick Campus courses. These restrictions have now been lifted, and numbers in the last month have been better than those in 2020 for the Lerwick Campus in October.

There are plans for several new short courses in line with the requirements of local industry, and we hope to maintain the short course momentum with these, when the pent-up demand levels off. We

continue to face the challenge of being reliant heavily on casual members of staff for delivery but are working to utilise and build on expertise across Shetland UHI to allow for increased delivery by permanent staff members.

#### **4. Update on research**

##### **4.1 Marine Science and Technology**

Most staff have used some annual leave around the October break so there is less to report this month.

##### **4.1.2 Marine Planning**

Recruitment is underway for a Post-Doctoral Research Associate – Diverse Values in Marine Management. This is a multi-partner project led by the University of Portsmouth and funded through the Sustainable Management of Marine Resources (SMMR) programme.

##### **4.1.3 Fisheries**

Recent recruitment exercises were successful with a shellfish scientist, Leander Harlow starting on 10<sup>th</sup> November and two Research Assistants, Sarah Ayres and Angharad Powell starting on the 29<sup>th</sup> November.

*Shetland Fisheries Statistics 2020* has been published. Written by Ian Napier it provides a detailed breakdown of fish landings in Shetland and by Shetland fishing boats in 2020. Further details and a link to the report are available at: <https://www.shetland.uhi.ac.uk/news/fish-landings-up-but-value-down.html>.

##### **4.1.4 Aquaculture**

Data and information generation has continued apace for the Shell-volution OBC.

#### **5. Update on merger related topics**

Breathe HR is now live for Senior Management Group members and will be going live with all staff week beginning 08 November 2021.

Information has been received from SIC to allow completion of Shetland UHI's first submission under the Public Bodies Climate Change Reporting Duties. This will be submitted at the end of November 2021, following a peer review process with other small colleges across Scotland and UHI partners.

#### **6. Health, Safety and Wellbeing**

Health, Safety and Wellbeing committee met early November. Terms of reference for the committee have been developed, discussed at SMG and approved. HR representation will join the next meeting at the beginning of December to begin to develop the wellbeing aspects of their activity.

Items recently discussed:

- First aid cover at Lerwick Campus. Ongoing but have volunteers to be first aid trained/first responders.

- Cleaning of Lerwick campus outside. Quotes from external agencies being received.
- Peninsula training to start in December for staff
- No accidents or near misses reported.

## **7. General activities and achievements**

### **7.1 Approved Training Centre status achieved**

Short Courses at Shetland UHI, Lerwick Campus are now an Approved Training Centre with JAAPT for the delivery of Driver CPC Periodic Training. This approval is for the next 5 years. Driver CPC Periodic Training covers various aspects of professional driving. Training modules offered must be approved by JAAPT and the DVSA. Drivers can choose the CPC courses they do to reflect the type of driving work they do so they can refresh relevant skills and keep up to date. Drivers must do 35 hours of periodic training every 5 years to keep their Driver Certificate of Professional Competence ( CPC ) to drive a lorry, bus or coach.

### **7.2 Space 101 day**

Shetland UHI hosted the first Shetland Space 101 Day, in partnership with Saxavord UK Spaceport, on Saturday 06 November. Space 101 Day was aimed at a general audience of all ages with an interest in space, the space sector and the development of the Unst spaceport. The day included on-campus activities in Lerwick and online talks, streamed on Shetland UHI's Facebook page. All the talks are available to watch on the Shetland UHI [Facebook](#) page and are already clocking up hundreds of views.

### **7.3 Promote Shetland**

We have been working with Promote Shetland to develop the 'study' part of their offer. They have recently published a blog post on the new college which can be found at: <https://www.shetland.org/blog/new-start-shetland-uhi>.

### **7.4 Islands Deal**

The new Islands Growth Deal Joint Committee met to consider the first Islands Deal outline business cases. Our Shetland Campus redevelopment project OBC was approved for submission to the Scottish Government which marks the next step towards funding.

### **7.5 Green week 2021**

Green week was held 1<sup>st</sup> -5<sup>th</sup> November and involved a range of activities across the partnership including a beach clean at Scalloway and our own student green team being interviewed. Full details can be found at <https://www.uhi.ac.uk/en/students/get-involved/green-week/>

### **7.2 Staff achievement**

Professor Roxane Permar gave her inaugural lecture on 25<sup>th</sup> October entitled Uncertainty, ambiguity and inconclusiveness: on becoming a social art practitioner in a small island community the lecture reflected on practice in island communities and was attended virtually by people from all over the world.

The LTA Scholarship Fund 2021-22 have selected to fund Simon Clarke's research proposal to investigate **"The place of videoconferencing within Hybrid-Flexible education at the University of the Highlands and Islands"**. Hybrid-Flexible or Hy-Flex education combines synchronous and asynchronous online provision with face-to-face teaching. In many ways it is just a new jargon term for blended delivery, but it does embody one important new principle – flexibility to select the media of delivery. During the Covid19 Pandemic flexibility has been required because we have not known from one week to the next whether our campuses would be open or what the rules of physical distancing would be. However, Hy-Flex also aspires to offer student choice and this study hopes to examine what the demand might be for flexibility beyond the immediate crisis and what challenges that will generate. As with previous studies Simon will be using the Jisc Online Survey tool to gain an insight into both staff and student experiences of different modes of learning and teaching, and how it might be improved.