

Learning, Teaching and Research Committee

Thu 3 February 2022, 16:30 - 18:30

Attendees

Board members

- Karen Hall (Independent Director)
- David Sandison (Chair of the Board of Management)
- Jane Lewis (Principal - Shetland UHI)
- Simon Clarke (Teaching Staff Director)
- Florence Jansen (Student Director)
- John Goodlad (Independent Director)
- Lauren Doughton (Independent Director)

- Absent: Maria Bell (Independent Director)

Also in Attendance

- Matt Sierocinski King (Board Secretary)
- Kevin Briggs
- Laura Burden

Meeting minutes

1. Welcome, Apologies, Declarations of Interest, and Announcements

The Chair announce that FJ was departing her role as HISA President, and Student Director of Shetland UHI, and therefore a member of the committee.

2. Minutes of the last meeting

The minutes of the previous meeting were approved.

Action: To carry forward the Curriculum Review at the next meeting

3. Matters Arising

There were no matters arising.

4. Terms of Reference

The terms of Reference were reviewed.

The Committee approved the recommended changes.

Action: The Secretary shall remove the Staff in Attendance box.

5. Student Experience

5.1. Senior Staff Presentation - Student Feedback and Surveys

KB spoke to his paper, highlighting:

- ESES results
- SESS results
- demographics and participation rate
- responses to questions regarding HISA
- library results
- NSS about to be launched, to which 18 Shetland UHI students can participate in.
- Staff Development Conference

The committee discussed:

- The HISA results,
- How the ESES results for Shetland compares to other academic partners,
- Whether the survey results can be distinguished by new and returning students,
- The library results,
- The response rates,
- The timeline of surveys.

Full results across UHI are available
here: <https://www.uhi.ac.uk/en/students/surveys/you-said-we-did/>

Action: SC to liaise with Heather Fotheringham regarding distinguishing between new and returning students for future years of the survey.

5.2. HISA Con Report

FJ gave a presentation on HISA Con focusing on:

- The functions of HISA Con,
- Student Policy at Regional Student Council,
- Post-Covid Communities,
- Attendees totalled 127 across the week,
- Speakers and MSPs debate
- HISA AGM
- President, VP Education, VP Communities replaces the current Regional Principal Officer structure of President, VPHE, VPFE
- Workshops

The Committee discussed the timing of HISA Con and medium in which the event was held.

6. Performance Monitoring

6.1. Student Numbers

LB gave a presentation on student numbers and the risks associated with the student numbers highlighting:

- Reduction of HE student numbers
- Reduction of FE student numbers
- Increase in Short Courses number
- Credits

6.2. Risk Register Update

LB spoke about the planned actions to mitigate the risks.

- Developing new courses
- Development of staff skills
- Engage with UHI curriculum review
- Implement Celcat

- Cross department delivery
- Increased Partnership Working
- Review senior phase offer
- Encourage awareness in staff teams
- Review courses to maximise credits
- Enhance engagement with industry bodies and partner organisations
- Cross departmental courses
- Learning experiences
- Review progression pathways
- Bid for new opportunities
- Build on existing and create new industry relationships and increase work-based interaction
- Review application and enrolment processes
- Consider engagement with younger students further STEM engagement
- Marketing, engagement and awareness

JL added a further explanation on the actions planned.

JG offered praise of the move to focus on renewables

SC spoke about the recruitment successes and challenges

7. UHI Standardised Policies

The secretary explained the nature of the standardised UHI policies.

The committee noted the policies in 7.1, 7.2 and 7.3 collectively.

7.1. Complaints Procedure

7.2. Support to Study Policy

Action: The Secretary shall remove comment bubbles before publishing.

7.3. Student PVG Policy

8. Centre for Sustainable Seafood

JL advised the committee regarding the development of the Centre for Sustainable Seafood, and networking with other centres in North America. JL also emphasised that the Centre would be research focused.

JG spoke about the development of the centre as having global ambitions, and focused on sustainability, seafood stakeholders, and engaging with possible investors.

The Committee discussed the proposal.

Action: JL to produce a three-year business plan for the centre.

9. Any Other Business

Members of the Committee gave their thanks and best wishes to FJ for her future.

10. Date of Next Meeting

The Committee discussed a possible four meeting cycle. The Committee agreed to move to a four-meeting cycle per year.

Action: CIC Report to come to the April meeting

Action: The Secretary shall add an additional meeting to the annual cycle

Agenda Item	Action	Responsible	Progress
2	Carry forward the Curriculum Review at the next meeting	JL/Secretary	
4	Remove the Staff in Attendance box.	Secretary	
5.1	Liaise with Heather Fotheringham regarding distinguishing between new and returning students for future years of the survey.	SC	
7.2	Remove comment bubbles before publishing.	Secretary	
8	Produce a three-year business plan for the centre.	JL	
10	CIC Report to come to the April meeting	JL/Secretary	
10	Add an additional meeting to the annual cycle	Secretary	