

Learning, Teaching, and Research Committee Meeting, Quarter 1, 2023-2024

Wed 6 September 2023, 16:30 - 18:30

Attendees

Chair

- Karen Hall (Chair of Learning, Teaching, and Research Committee)

Prescribed Board Members

- Sue Beer (Student Director)
- Simon Clarke (Teaching Staff Director)

Independent Directors

- Claire Christey (Independent Director)
- Valerie Nicolson (Independent Director)

Ex-Officio

- Jane Lewis (Principal - Shetland UHI)

Management Team Member

- Laura Burden (Depute Principal Tertiary)

Staff In Attendance

- Matt Sierocinski King

Also In Attendance

- Kevin Briggs (Head of Section, Present at 1, 2, 3, 4, 5, 8)
- Sara Fox (HISA Assistant Voice Manager - Shetland and Orkney, Present at 6, 7)

Apologies

- John Goodlad (Independent Director)

Meeting minutes

Introductory Items

1. Welcome, Apologies, and Announcements

Ms Hall (Chair) welcomed everyone to the meeting, and welcomed Ms Nicolson (Independent Director) as to her first meeting of Learning, Teaching and Research Committee.

2. Declarations of Interest

Ms Hall (Chair) asked if any member had any declarations of interest to make. None were made.

3. Minutes of the last meeting

Ms Hall (Chair) asked the Committee to review the minutes of the previous meeting for matters of accuracy.

Decision: The Committee approved the minutes as a true and accurate record of the previous meeting.

4. Matters Arising

There were no matters arising that were not due to be covered elsewhere on the agenda.

5. *Terms of Reference

Noted: The Terms of Reference were noted.

Student Experience

6. 2023 Your Students' Association Shetland Depute President Election

This item was taken after item 9.

Miss Fox (HISA Assistant Voice Manager - Shetland and Orkney) introduced the expedited election process and spoke about her actions to advertise the elections to students in person. She confirmed that both the HISA Shetland Depute President role and the Scalloway Officer role would be recruited concurrently within the same timeline.

Action: The HISA Assistant Voice Manager - Shetland and Orkney shall inform the Committee about the outcome of the elections process.

8. Senior Staff Presentation - NSS and Other Student Questionnaires

This agenda item was taken ahead of agenda item 6 and agenda item 7.

Mr Briggs (Head of Section) updated the Committee update that the comparison between the SESS (Student Engagement and Satisfaction Survey) across the partnership and UHI Shetland wasn't available.

The Head of Section introduced the NSS (National Student Survey) and PTES (Post Graduate Experience Survey) summary reports. He then spoke in detail about the NSS results noting that UHI was 6th in Scotland for overall satisfaction, and a 93% response rate at Shetland UHI. He explained how the cohort for the NSS was devised, and spoke about the hope that further detail for NSS results for Shetland UHI was to follow.

The Head of Section moved on to speak about the PTES results, noting that UHI recorded the highest satisfaction in Scotland, and 3rd in the UK, albeit with a slightly reduced response rate. He explained that a more detailed report was to follow. Separately, he spoke about the detail of the SESS results at Shetland UHI.

The Committee discussed the survey results, with a focus on what actions will be taken based on the results of the survey along with the development of a sense of community, including the progress of community development by HISA. The Committee also discussed the mentions of the library in the reports and the aspects that impact on which students uses the library and how.

The Head of Section left the meeting at the end of this item.

Action: The Head of Section shall circulate a more detailed report on the NSS results for Shetland UHI to the Committee.

Action: The Head of Section shall circulate a more detailed report on the PTES results to the Committee.

Scholarship and Research

12. Risk 11 - Research Output

Professor Lewis (Principal) introduced the risk presentation, and spoke about how staff could be properly supported. She moved on to speak about the actions to minimise the risk in place. These were detailed to the Committee as:

1. The development of project management systems for all research activities (from concept to delivery), to ensure adequate funding, resourcing and management of research
2. Provide a positive work environment and culture for research staff.
3. Ensure best practice with respect to REF.
4. External factors affecting outcomes of research activities cannot be controlled but can be mitigated against.

She concluded the presentation, and noted that the risk can be considered to be scored at 9 for both pre-action and post-action.

The Committee discussed the paper with a focus on the risk scores. The Committee discussed reducing the residual risk post-action to 6. The Committee also discussed funding approaches with oven-ready projects noting the research cycle from bidding to funding to delivery.

The Principal highlighted the CDN course that they have developed, and noted that CDN were visiting Shetland UHI on Friday in person.

UHI Standardised Policies

There were no UHI Standardised Policies for discussion.

Concluding Items

13. Any Other Business

There was no additional business.

14. Date of Next Meeting

The date of next meeting is 15th November 2023

Agenda Item	Action	Responsible	Progress
6	Inform the Committee about the outcome of the elections process.	HISA Assistant Voice Manager - Shetland and Orkney	On Agenda
8	Circulate a more detailed report on the NSS results for Shetland UHI to the Committee.	Head of Section	
8	Circulate a more detailed report on the PTES results to the Committee.	Head of Section	