

Room S1.19 Stirling Campus
4.30pm (refreshments available from 4pm)

AGENDA

1. Declarations of interest

FOR APPROVAL

2. Minutes of meeting held on 20 November 2014
3. Matters Arising
 - a) S/14/019 Outcome Agreement Self Evaluation 2013/14
 - b) S/14/020 Student Association Update

4. International Strategy Andrew Campbell
5. 2015-17 Outcome Agreement David Allison

FOR DISCUSSION

6. Student Association Report Lorraine Simpson
7. Protection of Children, Young People and Adults at Risk of Harm – Annual Report Jean Duff
8. Scotland's Youth Employment Strategy Fiona Brown
9. Student Activity Report and PI Demonstration David Allison
10. Operational Plan Monitoring David Allison
11. Review of Risk
12. Any Other Competent Business

FOR INFORMATION

Programme of Business
Equalities Report

Room A202, Alloa Campus (commencing at 4.30pm)

Present: Mrs Anne Mearns (Chair)
Mrs Fiona Campbell
Ms Lorraine Simpson, Student Association President
Mrs Caryn Jack

Apologies: Mr Andrew Carver
Mr Colin Alexander
Mr Robert Addie

In Attendance: Mr David Allison, Executive Director of Information Services
Dr Ken Thomson, Principal
Mr Stephen Jarvie, Corporate Governance and Planning Officer
Mr James Aston, Information Systems Project Manager (for item S/14/015)
Mrs Colette Filippi, Executive Director Business Development

The Corporate Governance and Planning Officer reported that, as a consequence of taking over as Chair of the Estates Development Committee, Mr Ken Richardson would no longer be serving on the Strategic Development Committee.

The Chair noted her thanks for his contributions to the work of the Committee during his membership. The Chair also noted that an invitation to serve on the Committee should be extended to Mr Tony Smith, the new Student Member.

S/14/012 Declarations of Interest

None

S/14/013 Minutes of meeting held on 11 September 2014

The Minute of the meeting of 11 September 2014 was accepted as an accurate record.

The Chair requested that minutes of meetings be circulated once a Chair's draft had been approved.

S/14/014 Matters arising

a) S/14/006 Outcome Agreement 2015/16

The chair noted that this would be covered under item 6 on the agenda.

b) S/14/011 Any Other Competent Business

The Chair noted the committee's congratulations to the College with winning the Association of Colleges (AoC) Beacon Award for Innovation in Further Education.

The Principal also reported that the School-Colleges Opportunities to Succeed (SCOTS) programme was named 'Economy and Employment Initiative of the Year' at a ceremony held at Falkirk Town Hall on Monday 17 November.

S/14/015 Completed Projects 2013/14 - Presentation

The Information Systems Project Manager presented members with an overview of the College project management system. He outlined the projects that had been completed in the last year, the mechanism by which ideas for projects were developed in line with Prince 2 processes; and provided an overview of upcoming projects.

He highlighted how each of these projects could be directly linked to supporting a College operational/strategic theme. Following queries from members, he discussed how each project was evaluated and how return on investment was considered.

Members queried if there had been any negative reaction to the new systems being developed. The Information Systems Project Manager confirmed that this had not been the case, as most systems were designed to assist the end users and ensure the reduction in time intensive processes.

- a) Members noted the content of this presentation

S/14/016 Business Development Approval Process - Presentation

The Executive Director Business Development presented members with an overview of the new Business Development Approval Process. She outlined the rationale for developing this new system and the benefits it is designed to provide in terms of integration of business development activity across the College.

Members noted that commercial factors might not always be the driving force behind decisions to proceed with activity. The Executive Director Business Development confirmed that this was the case and consideration was given when working with community, third sector and other groups.

Members welcomed the ability of staff to promote ideas for activity via their relevant Head of Department/Service. Members queried whether there was an overall strategy for this area and the Executive Director Business Development confirmed that this was in place.

Members also queried whether there was any review conducted into the impact of activity. The Executive Director Business Development confirmed that a review of activity formed part of the process.

- a) Members noted the content of the presentation
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S/14/017 Revised Funding Model - Presentation

The Executive Director of Information Services presented to members on the new funding model from the Scottish Funding Council (SFC).

He discussed the main changes arising from the move from SUMs to a Credits model and noted that it was indicated this system would be implemented from 2015/16.

Owing to the changes outlined, the Chair recommended that this information be taken to the Finance Committee. The Executive Director of Information Services confirmed that this would be taken in the new year when more information had been received from SFC.

- a) Members noted the content of the report and requested a copy of this be circulated with the minutes to members.

S/14/018 Draft Outcome Agreement 2015/17

The Executive Director of Information Services presented the draft of the new 2 year plan. He noted that there were still some areas where further information would be added.

He highlighted that the activity targets had been increased. The Principal explained that this was in order to enable the mainstreaming of some elements of School/College Partnership work.

Members cautioned against tying increases too closely to a particular strand of activity as this could be vulnerable to future changes.

Members also recommended including in the text caveats regarding areas where the College anticipated possible future uncertainty.

- a) Members noted the content of the report

S/14/019 Outcome Agreement Self Evaluation 2013/14

The Executive Director of Information Services presented the outcomes of the self evaluation activity conducted by the College and submitted to SFC.

- a) Members welcomed the content of the document and noted that this should receive some form of Board scrutiny prior to submission.
 - b) Following discussion, it was agreed that a sub-group of the committee could be convened in future to discuss the content of the self-evaluation prior to submission.
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S/14/020 Student Association Update

The Student Association President updated members on the activity of the Association since the last Committee meeting.

Members noted the increased links with Stirling University which would benefit College students through being able to join the variety of clubs/societies the University offers.

Members requested that an update on this be brought back to the Committee in the future once it had developed further.

Members noted the levels of volunteering undertaken by the students and queried whether it was possible to get recognition of this work for the students.

The Student Association President noted that it may be possible to look at enhanced transcripts and that this would be examined further.

a) Members noted the content of the report

S/14/021 Operational Plan Monitoring

The Executive Director of Information Services discussed the current status of College operational targets.

Members noted that no targets had been classified as 'red'

a) Members noted the content of the report.

S/14/022 Student Activity and SDS Activity

The Executive Director of Information Services discussed a report outlining current activity levels with the College.

a) Members noted the content of the report and welcomed the high level of performance across the College.

b) Members requested that how we capture further information on destinations for students be considered.

S/14/023 Review of Risk

No new risks were identified.

S/14/024 Any Other Competent Business

None.
