



**Minute of Learning, Teaching & Engagement Committee
held at 11 am on Friday, 1st March 2019 at Lorne Street, Lochgilphead**

Present: Stella Leitch (SL) Chair; Andrew Campbell (AC); Martin Jones (MJ); Amber Crowley (AmC)
In Attendance: Elaine Munro (EM); Ailsa Close (AEC)

	Item	Action
19.1.1	Welcome & apologies for absence. Apologies from LH.	
19.1.2	Declarations of interest & any items deemed to be confidential. There were no declarations of interest.	
19.1.3	Minute of previous meeting held on 22nd Nov 2018. The minutes of the meeting were approved as an accurate record of the meeting and were signed by the Chair. Action: These will be taken to the Board for noting	EM
19.1.4	Matters arising. The committee noted the change in HGIOC grades. Leadership and quality changed from Satisfactory to Good by Education Scotland and SFC during the endorsement process. Committee delighted and feel this is the correct grading.	
19.1.5	FE KPIs 2017/18 comparison with rest of college sector FT KPIS we are very good compared to the rest of the sector. We were the second highest performing College in Scotland, lower only than Shetland College. At PT level, we're below the UHI average, and 4% below the national average. Further analysis of the data is required to identify the key areas of concern. One known area is high withdrawal within schools link courses. Schools will be issued with data relating to their courses and further discussions will take place to identify how we can improve this position. Engagement with A&BC education lead will also raise this as an issue. The committee wish further data on schools link KPIs to ebb rough to the next meeting. Noted we have appointed a new Schools Link person within the College and they are currently meeting with all the schools.	EM
19.1.6	Early and further withdrawal for full time FE courses to date 2018/19 Not as good a picture as last year. Early withdrawal – 10%. Further withdrawal - 9%. Noted there will be further withdrawal between now and the end of the year. Issues with VC and IT network outages due to contractors working at Dunbeg digging up the connections. Only SAMS and Argyll College are affected. Agreed an all student email will be issued to explain what has occurred.	MJ
19.1.7	Update on progress towards targets – 2018/19 a) FE Credits - currently achieving 91% of our FE target for this year, quietly confident that the target will be achieved in the year	

19.1.13	Date of next Learning, Teaching & Engagement Committee. The next meeting will be held on 24 th May 2019	
	Signed by Date Chair of Learning, Teaching & Engagement Committee	