Student Association Update – May 27th, 2025

Student President update

Over the past few months, my focus has been to enhance the visibility and accessibility of the Student President role. I have actively engaged with students to address the various challenges they have encountered, as well as those reported through the various communication channels. Below are some of the key issues I have personally been working on.

- Enhancing the visibility and accessibility of the Student Association President, ensuring students feel supported and empowered to seek assistance. This has been achieved through a strong presence on campus, proactive outreach to students and classes, and a commitment to maintaining an open-door policy.
- Introduced a proposal for halal food options, promoting inclusivity and respect for cultural needs.
- Provided one-on-one support for students, helping them navigate academic and personal challenges.
- Help to revive and support student clubs and societies to foster a more vibrant campus community.
- Helped in partnership to organise and participate in collaborative events with other colleges to exchange best practices and ideas.

Through these actions and the past few months, I aimed to build a more inclusive, supportive, and connected student community. By engaging directly with students and listening to their needs, I feel I have helped to shape a positive atmosphere where every student feels welcomed, heard, and represented. My efforts contributed to both individual well-being and the broader improvement of student life at West College Scotland.

Student Association Liaison Officer

As Laura prepares to move on from this role, concluding her time with us on June 6th, 2025, we want to formally express our deepest appreciation for the impact she has made in such a short period. Her presence, expertise, and dedication have been instrumental in strengthening the association's position. We are incredibly grateful for the contributions of Laura, who joined this pivotal staff position in November 2024. Over the course of her tenure, Laura has played a vital role in supporting the Student Association, offering unwavering dedication to both staff and students alike. Her commitment to enhancing student engagement and experience has been truly invaluable. While we will greatly miss her contributions, we wish Laura every success in her future endeavours.

This role remains essential to the ongoing success of the Student Association, ensuring continuous improvements in student engagement and overall college experience. A staffing request has been processed, and the team await the go ahead of the recruitment process.

Improving student representation – Class Reps 2025/26

The Student Association Liaison Officers will oversee the newly proposed system for Reps recruitment for the 2025/26 academic year. This transition will allow the Student Presidents to dedicate their time and efforts to advancing their manifestos and effectively representing the student body.

We are committed to building on the work initiated by Laura in November, further strengthening the recruitment and support structure for Reps. Staff will provide comprehensive training, ensuring Reps

are well-prepared for their roles. Additionally, we will continue to enhance communication channels between Reps and the Student Association, facilitating timely responses to concerns and fostering a more engaged and responsive student community.

Re-structure of Student Association within the College

A proposal paper, developed with the support of the SRC, presents recommendations for structural changes to the Student Association at West College Scotland. Specifically, it advocates moving from the current model of two full-time president roles, which has proven ineffective this year, as both candidates resigned due to the overwhelming demands of the position. We have proposed three part-time campus student presidents. This new proposal will be submitted to SMT for approval.

WCS Student Association Elections 2025/26

Timetable

Candidate Briefings	Tuesday 22nd April – Friday 2nd May
Nominations	Tuesday 6th May – Friday 9th May
Campaigning	Monday 12th May – Friday 23rd May
Voting	Monday 26th May – Friday 30th May

We are now entering the final week of the presidential elections, with the SALO overseeing and coordinating the process. To ensure candidates are well-informed about the responsibilities of the role, mandatory Candidate Briefings were conducted during the first two weeks. Attendance at these sessions was a prerequisite for eligibility to run for a presidential position. These briefings have played a crucial role in the election process, leading some students to withdraw upon gaining a clearer understanding of the role's demands and assessing their ability to fulfil its duties effectively. By the time of the meeting, we anticipate having three newly appointed campus presidents in place.

Student Voice

The Students' Association recently conducted a survey regarding the no-smoking policy currently in place at West College Scotland. Feedback was gathered from class representatives and has been shared with the relevant staff members. In the coming weeks, we will be facilitating pre-exit discussion groups as part of the TQEF planning for the 2025/26 academic year.

Academic year 2024/25

Before departing from their respective roles, both Laura and Karam will prepare a comprehensive handover document outlining their responsibilities, key operational priorities, and the critical areas of focus for staff and presidents throughout the academic year. Additionally, the incoming presidents will undergo an intensive, two-week, personalised CPD and induction in July to ensure they are prepared for the new academic year. This personalised CPD will continue throughout their time as a campus president.

WCS Student Survey

The findings from the recent student survey will be shared with the newly appointed presidents, and appropriate actions will be implemented to address areas requiring improvement. The table below highlights key aspects that the association needs to focus on and enhance. A more in-depth evaluation of the Students' Association will take place once the incoming staff assume their roles.

The outgoing staff will also have an opportunity to reflect on the survey results providing valuable input in their handover documentation.

Student Survey 2024/25	Strongly Agree	Agree	Disagree	Strongly Disagree	Don't Know
The College Students' Association influences change for the better.	20.14%	35.88%	3.58%	2.03%	
	56.02%		5.61%		38.38%
The College has an effective and robust student representation system.	25.00%	61.42%	10.46%	3.12%	
	86.42%		13.58%		
I know who my Students' Association president is and how to find/contact them.	20.70%	42.11%	21.73%	15.46%	
	62.81%		37.19%		
The students' association effectively represents the student body.	20.02%	55.43%	17.42%	7.13%	
	75.45%		24.55%		
Communication between the students' association and the student body is effective.	20.19%	51.53%	19.87%	8.40%	
	71.71%		28.27%		

Title of Paper	Tertiary Quality Enhancement Framework
Presented by:	Cathy MacNab, Assistant Principal Performance and Skills
Recommendation:	
Status:	**RESTRICTED / PUBLIC**
Linked To:	
KPI(s)	Student Experience and Outcomes
Strategic Objective	All: Students, Sustainability, Partnerships, People and Future
Strategic Risk	

Purpose / Executive Summary:

This paper presents an update on progress of the SFC Tertiary Quality Enhancement Framework (TQEF), which is the national framework for quality management in colleges and universities, effective from August 2025.

Recommendations:

The Committee is invited to comment and seek clarification on the paper contents.

Implications:	
Financial	There are no direct financial implications associated with this paper.
Student Experience	There are no student experience implications directly associated with this paper.
People	There are no human resource implications associated with this paper.
Legal	There are no legal implications associated with this paper.
Reputational	There are no reputational implications associated with this paper.
Community/ Partnership impact	There are no community implications associated with this paper.
Environment	There are no environmental implications associated with this paper.
Equalities	There are no equality implications associated with this paper.

Section 1 Sector update

The Scottish Funding Council (SFC) led Tertiary Quality Steering Group continue to meet, most recently on 21st May 2025. A communication sector will follow in the next few weeks.

Quality Guidance for Self-Evaluation Action Plan (SEAP) reporting has been refreshed and will be shared with institutions in due course. The SEAP aims to be an evaluation of outcomes rather than a data rich report full of tables. SFC has commissioned an evaluation of TQEF which will take place over the next year.

The SFC presented plans for improving access to public data sharing, replacing InFact and opening interactive and engaging dashboards for wider use. The data would be based on college shared data (FES) – will be shared back with institutions for a sense check prior to publication. The new data sets will provide greater detail of the quality of provision and facilitate more timeous benchmarking for institutions.

The SFC are asking for input on data quality and content that supports institutional review, and whether a pre-review meeting around data would be helpful. Feedback is open until 31st May.

Training for new reviewers takes place in May 2025. There are 7 institutions being reviewed in Session 2025-26 and some of the 70 new trainees will be offered an opportunity to participate in one of these review and/or subsequent year's reviews. All review teams will have a mix of experienced college and university staff.

Section 2 College monitoring activity

Our internal TQEF Steering Group lead the development and roll out of TQEF across the college. A slide deck presentation on TQEF has been shared with all staff teams, both curriculum and professional services staff, aimed at delivering a consistent message. Evaluation tasks were set for Operational Managers to gather how teams support and enhance student success. Teaching teams were asked to convey preferences around a college shared terminology for conversation relating to learning, teaching and assessment. Both activities and responses will be shared back with teams and will inform our single college approach to self-evaluation for 2025-26 and beyond.

Section 3 College Preparations for TQER in May 2026

The Self-Evaluation and Action Plan (SEAP) 23-24 - feedback received from OA and QAA was helpful in advancing and enhancing our future SEAP submissions. The SFC has reviewed all submissions and will shortly make available new SEAP guidance for 2025-26.

Our first college QAA Institutional Liaison Meeting (ILM) took place in May 2025, providing some organisation context and considering progress on the actions emerging from the last SEAP. Closure of completed activities, and rollover of continuing actions, from the 2023-24 action plan will be completed by the end of session 2023-24. Oversight will be provided by the internal TQEF Steering Group and consideration of incorporating an external and independent input will be taken forward.

QAA requested a wide range of college documents to be shared. The quality team has set up a mechanism for the transfer of documents and files, which will be helpful in preparing for the future upload of TQER supporting evidence.

The QAA review preparation requires that all areas in the college effectively self – evaluate against the framework in a systematic way and involve students as partners in all evaluations of the effectiveness of teaching, learning and assessment, and supporting services.

[End]

Title of Paper	Risk Register Review
Presented by:	Angela Pignatelli
Recommendation:	Discuss and agree
Status:	Public
Linked To:	
KPI(s)	All KPIs will be closely monitored, any causing major concern will be covered within the Register
Strategic Objective	All: Students, Sustainability, Partnerships, People and Future
Strategic Risk	All strategic risks to be identified and monitored

Purpose / Executive Summary:

The purpose of the paper is to review the Strategic Risk Register to ensure that the Learning, Teaching and Student Experience risks are identified and that suggested mitigations/actions are appropriate.

The Committee should also consider the mitigations for the key strategic risks, in line with the agenda discussions at the Committee and recommend any amendments to be submitted for the next Risk Register update.

Recommendations:

Members of the committee are recommended to:

- Note the Strategic Risk Register
- Recommend amendments to the key strategic risks/ controls and mitigations if required

Implications:	
Financial	All implications have been considered across all risks on the register.
Student Experience	All implications have been considered across all risks on the register.
People	All implications have been considered across all risks on the register.
Legal	All implications have been considered across all risks on the register.
Reputational	All implications have been considered across all risks on the register.
Community/ Partnership impact	All implications have been considered across all risks on the register.
Environment	All implications have been considered across all risks on the register.
Equalities	All implications have been considered across all risks on the register.

1. **Overview**

    1.1 The Strategic Risk Register was shared and discussed with the Committee on 26 February 2025.

    1.2 The Strategic Risk Register was reviewed by the Senior Management Team (SMT) on the 6 May 2025 and is attached as per attachment 1.

    1.3 The areas directly to be monitored and actioned by the Educational Leadership Team are as follows:

    1.3.1   Risk 8: Meeting evolving changes to regional, national and student needs
    1.3.2   Risk 9: Reputational Risk
    1.3.3   Risk 11: Alternative Income Generations

    1.4 The work of the ELT Transformation Project will seek to address the above.

2. **Recommendation**

    Committee is asked to:
    - **Note** the Strategic Risk Register.
    - **Recommend** amendments to the key strategic risks/ controls and mitigations if required.

Title of Paper	Evaluation of Committee Terms of Reference
Presented by:	Susan McDonald, Governance Manager
Recommendation:	**To Note**
Status:	**PUBLIC**

Purpose / Executive Summary:

The purpose of this report is to provide a summary of the work of the Learning, Teaching & Quality Committee during 2024-25.

The paper is presented in line with West College Scotland Learning, Teaching & Quality Committee Terms of Reference:
'To review its own effectiveness at least annually and to report the results of that review to the Board.'

The main purpose of the Learning, Teaching & Quality Committee is to:
- Have strategic oversight of all learning, teaching, training and skills development within the College, ensuring the highest quality of student experience and the development of a sustainable and innovative curriculum to meet the current and future skills needs of students, employers and the Region.
- Advise on the strategic direction for the allocation and development of College resources to best meet the needs of learning, teaching and students.
- Ensure the College meets the Scottish Government and Scottish Funding Council requirements relating to Learning, Teaching and Quality in the Regional Outcome Agreement and monitor associated targets and performance indicators.
- Advise on the strategic implementation, review and development of required strategies and policies that reflect best practice and improve the student experience.

This report provides a summary of the items which the Committee has considered during 2024-25 in fulfilling the above requirement.

Recommendations:

The Learning, Teaching & Quality Committee are requested to consider the content of the report and whether it requires any further assurances to be provided.

Implications:	
Financial	There are no financial implications associated with this report
Student Experience	There are no student experience implications associated with this report
People	There are no people or HR implications associated with this report
Legal	There are no legal implications associated with this report
Reputational	There are no reputational implications associated with this report
Community/ Partnership impact	There are no community / partnership implications associated with this report
Environment	There are no environmental implications associated with this report
Equalities	There are no equality implications associated with this report.

Learning, Teaching & Quality Committee Remit	
To consider and advise the Board on strategic matters relating to the student experience, including:	
• Fair access and transitions for all • Student participation and engagement, including reporting on Student Association activities. • Guidance and support for the diversity of student groups • Access to resources to support learning, including IT and Estates. • Safeguarding and student wellbeing	• Student Services & Experience (June) • Student Association update at each Meeting • Performance (Oct) • ELT Update (all) • Transformation Project Update (June) • KPIs/ Performance Reporting (Feb 25 on) • CIVICA Audit Report (Feb) • Safeguarding & Student Wellbeing Update (June)
To consider and advise the Board on strategic matters relating to the curriculum, including:	
• the planning, development and delivery of the College curriculum, alternative income and commercial provision to meet student, employer and regional needs. • Student enrolments and changes in curriculum delivery impacting on the utilisation of resources, including staffing, IT and estates. • Initiatives, innovation and partnerships to support the delivery of the College curriculum and commercial portfolio.	• Curriculum Theme (Feb) • Alternative Income Performance & Plans (Nov) • Transformation Project Update (June) • ES AEV Report (Nov) • ELT Update (all) • Student Activity & Enrolments (Nov) • Sustainability Goals Audit (Sept) • KPIs/ Performance Reporting (Feb 25 on) Presentations on: • Meta Skills (Sept) • AI for Learning & Teaching (Sept) • Regional Economy & Labour Mkt Intelligence (Feb) • CIVICA (June) • Performance Reporting (June)
To consider and advise the Board on strategic matters relating to teaching and learning including:	
• the delivery and development of skills to meet student, employer and Regional current and future needs. • Innovations and the enhancement of the Learning and Teaching delivery and associated development of staff. • the use of digital technology and resources to enable and enhance learning.	• Curriculum Review Outcomes (Feb) • Curriculum Strategy Progress (Feb) • Digital Theme (Nov) • Tertiary Quality Framework (all) • Professional Learning (Nov) • ELT Update (all) • KPIs/ Performance Reporting (Feb 25 on) • Transformation Project Update (June)
To consider and advise the Board on strategic matters relating to quality and performance including	
• College quality assurance, improvement and enhancement strategies. • Trends and achievement of Quality performance indicators (PIs), including student retention, attainment, progression and satisfaction. • the development of the College's Annual Evaluative Report and Enhancement Plan for	• QS Committee Minutes (all) • TQFE Candidate Digital Stories (Sept) • SE & Action Plan (Oct) • ES AEV Report (Nov) • ELT Update (all) • Performance & Skills report (Oct)

Learning, Teaching & Quality Committee Remit	
Education Scotland and the Scottish Funding Council • Performance in External Body quality reviews and reports	• KPIs/ Performance Reporting (Feb 25 on) • Relevant Internal Audit Reports (CIVICA, Risk Management -June)
To consider and advise the Board on the current and future external factors and initiatives which may strategically impact upon the College curriculum, partnerships, income generation and Committee remit.	• ELT Update (all) • Tertiary Quality Framework (all)
To monitor and advise the Board on the progress in delivering the curriculum and the student experience elements and targets in the West Region Outcome Agreement.	• ROA & Measurement Table (Nov) • SE and Action Plan (Nov) • ELT Update (all)
To monitor and advise the Board on the progress in delivering the College's Digital Strategy	• Digital Strategy Update (Nov) • ELT Update (all)
To receive reports from College Committees and work groups related to the Committee remit.	• QS Committee Minutes (all) • ELT Update (all)
To monitor expenditure of the annual budget of the Students' Association, based on reports received from the Student President, and to confirm to the Board that these are in line with the plans of the Students' Association.	• Annual budget report (May) • SA Report (all)
Risk • To oversee significant risks to the overall organisational objectives on matters that fall within the Committee's remit on a six-monthly basis. • To ensure the mitigating actions for such risks are addressing the risk factors, and work to mitigate risk is progressing in line with agreed timelines. • To advise Audit & Risk Committee and the Board of Management on the adequacy of the risk management framework.	• Risk Register Review (all) • Scrutiny and monitoring of LTQ related Risks • Risk Session with Board (Nov) • Agreement on evaluation of Risk Register
Any other matters as required by the Board of Management.	N/A
The Committee can request representatives of other organisations to attend meetings if/as required.	N/A