Item 9b
For Information

GLASGOW KELVIN COLLEGE

BOARD OF MANAGEMENT MEETING OF 31 AUGUST 2020

UPDATE REPORT

REPORT BY PRINCIPAL

1. Introduction

The purpose of this report is to provide an update on the COVID-19 crisis, Vice Principal appointment and an outline of key activity and events considered by the Principal to be noteworthy or of particular interest to members.

This report will cover the eleven-week period from the last Board of Management meeting held on Monday 08 June 2020 until Friday 21 August 2020.

2. COVID-19 Update

Communications update

- Communications infrastructure, primarily via MS Teams platform, continues to work effectively and meet the needs of staff. We believe more intensive use of MS Teams with our learners as the primary communication tool, will meet need and be effective. This will be monitored closely over the coming weeks.
- Student communications have seen a step change with the introduction of the My Kelvin phone app. This has been positively received by the Student Association. There has been a considerable uptake with more and more enrolled students downloading and utilising the app. Again, this will be monitored closely over the coming weeks and months.
- New Transformation and Renewal Consultative Committee (T&RCC) is in place, chaired by myself and with representation from TUs, SA and managers. The Committee meets every Wednesday morning and is supported by a small number of working groups which enjoys representation from TUs, SA and managers and staff. At present the focus is on re-establishing College work and community in our new COVID-19 reality. The work to date has been both effective and delivered within very tight timelines.
- EIS (FELA) and UNISON JNCs are scheduled monthly with informal meetings ongoing as required. Both unions engage at the T&RCC weekly.
- A new communications framework is in place which has seen a number of important communications and put in place in the past weeks. The most notable being: My Kelvin; COVID-19 Staff Toolkit; GKC Ways of Working and an updated H&S Risk Assessment Repository.

Learning & Teaching

- Enrolment and induction continue online where possible and within campus where absolutely necessary. The College continues to go to great lengths to ensure those in our communities who do not have satisfactory digital access are not left behind.
- A teaching staff development portal is now in place.
- Detailed timetabling is currently being finalised.
- The majority of our learners return W/B Monday 7 September 2020.

UK Government Coronavirus Job Retention Scheme (CJRS) [Furlough]

Staff have been returning from furlough over the past few weeks. The total number of staff who remain on Furlough is 22. Their return will be managed over the coming weeks.

3. Recruitment and Enrolment Update

Recruitment:

- As of the 7th August 2020, we have received 14,875 applications (including internals) for academic session 2020/21. This is down by just over 7% on session 2019/2020 however, similar to session 2018/2019.
- Current live offers are 4,710, this is up by just under 5% compared to last academic year.
- 78% of offers have been accepted, this is up by around 2%.
- There has also been a steady flow of applications during the summer recess, which are still being actioned.

Enrolment:

- Prior to enrolment and induction events approximately 60% of unconditional offers have enrolled.
- Enrolment and induction events are taking place the weeks beginning the 24 and 31 August 2020.
- The Admissions team are currently working with faculties to update the status of conditional offers in light of the Scottish Government announcement relating to SQA adjusted results.

4. Vice Principal and Director Appointments

Following approval of a new O/SMT structure, a new Vice Principal Operations, Jeanette Evans has been appointed. Jeanette will join us at the beginning of November 2020. Jeanette is currently Head of Corporate & Technical Services at City Property (Glasgow) LLP. She brings extensive experience and expertise from both private and public sector organisations to her new role here at the College.

Jeanette is joined our three new, internally appointed, Directors as part of the new SMT structure. They Are Tracy Leavy, Director of Community Engagement and Curriculum,

Peter Brown, Director of Planning and Performance and Curriculum and Andy Allan, Director of Learning Innovation and Curriculum.

5. Key Activity & Events

Scottish Government / Scottish Funding Council Engagement:

- Ministerial conference calls between Principals and Richard Lochhead MSP, Minister for Further Education, Higher Education and Science.

Partnership meetings:

- Glasgow Colleges Group (GCG) meeting.
- Glasgow Economic Leadership Higher and Further Education Work Stream.
- Colleges Scotland, College Principal's Group (CPG) meetings.
- Colleges Scotland Funding & Finance Committee with SFC input.
- Employer's Association meeting.

Stakeholder engagement:

- Meeting with David Linden MP.
- Meeting with Bob Doris MSP.
- SDS and Glasgow Colleges meeting.
- Attended GCRB's Chairs, Principals and Executive Director meetings. GCRB's Board of Management meetings. GCRB Executive Director one to one meetings.
- GCRB Financial Sustainability meeting.
- Transformation & Renewal Consultative Committee and working Group structure established. Weekly engagement with TUs, SA, managers and staff, chaired by the Principal.
- Engaged with staff through a number of written communications and video links.

Key events:

- Departure of Vice Principal Human Resources & Organisational Development.
- Internal appointment of three new Directors.
- New Vice Principal Operations interviews.
- Meetings with newly elected Student Association Presidents.
- New HMIe, Ian Beach. Initial meeting with Principal and VP Curriculum.
- College response to Call for Evidence: A Review of Coherent Provision and Sustainability in Further and Higher Education.
- College campuses now ready for access on a "new normal" basis.

6. Assurance and Risk

There are some risks for members to consider relating to the topics presented in this update:

COVID-19:

- Assurance can be provided that all general H&S risks are being managed effectively.
- However, the requirement to implement social distancing and other associated essential actions will impact on our ability to deliver all aspects of College service and activity effectively and efficiently.

7. Equality

No negative impacts on people with protected characteristics have been identified as a consequence of this paper.

8. Data Protection

There are no direct data protection implications as a consequence of this paper.

9. Recommendations

Members are recommended to:

i) note the contents of this update report; and

ii) note the potential risks identified.

10. Further Information

Members can obtain further information on the contents of this report from Derek Smeall, Principal – dsmeall@glasgowkelvin.ac.uk

DSm
August 2020