

UNIVERSITY OF ABERDEEN**EMPLOYABILITY AND ENTREPRENEURSHIP COMMITTEE**

Minutes of the Meeting held on 26 October 2021

Present: John Barrow (Co-Chair), Tracey Innes (Co-Chair), Justin Borg Barthtet, Lenka Mbadugha, David Green, Dr Gillian Mackintosh (gave her apologies when leaving at 15:00), Christopher Gray (gave his apologies when leaving at 14:56), Kyra Lamont (gave her apologies when leaving at 14:56), Heather May Morgan, Dr Joy Perkins, M. Amir Siddiq, Stuart Durkin, Helen Pierce, Matthew MacCulloch

Apologies: Alisdair McKibben

1. Welcome and introductions to new members

John Barrow opened the meeting welcoming new members and introductions from other committee members were made.

2. Approval of the minute of the meeting held on 2nd June 2021

(EEC/261021/001)

Minutes read and approved by committee.

3. Matters Arising

No additional matters raised.

4. Update on amended Remit and Composition Paper

(EEC/261021/002)

4.1 Two administrative changes to be made to the paper; correct spelling of Lenka Mabadugha's last name and to add Christopher Gray's name to the paper as still says "vacant" under LLMVC representative. It was raised that there are other vacant positions within the committee and John will go back to individual academic schools to invite representative to join the committee.

4.2 Committee approved updated remit and composition paper.

(Actions: John Barrow)

5. Update on Task and Finish Groups (Verbal)

5.1 The Work Placement and Volunteering Task and Finish Group will be getting started shortly, recruitment of members is underway. The work planned under the 2040 Graduate Attributes Task and Finish Group will be progressed outside of a formal task and finish group structure based on senior management (SMT) feedback as this work sits under the Aberdeen 2040 Education Strategic Plan. For the first stage of this work Joy Perkins made the suggestion that the work being carried out by Gabi Lipan may offer helpful insight.

6. Adding Value Through Enterprise and Entrepreneurship in HE Collaborative Project

6.1 HE Collaborative Project set up last summer and is due to run through to April 2022. David Green noted that opportunities/services to graduates should be analysed in order to ensure that the University of Aberdeen continues to aim as high as possible with regards to promoting the support and opportunities for students and graduates that is on offer.

7. Pastoral Review

(EEC/261021/004)

7.1 A review is ongoing in relation to pastoral support, with research conducted in regard to what students want pastoral support to provide. Tracey Innes noted that employability featured quite highly in the response from PGT students. Any comments were welcomed and will be passed on to Abbe Brown.

8. Enhanced Transcript Review

(EEC/261021/005)

8.1 The paper provided an update on the progress of the Enhanced Transcript Review Task and Finish Group to date. Recommendations to streamline the existing process were included. Some areas of work are still to be completed. In particular, further work should look at issues such as confusion amongst students in relation to enhanced transcripts, both related to what it is, how to access them and how to share them with employers. JP asked whether an alternative to the enhanced transcript should be considered, such as digital badges – containing verified data for employers - for accomplishments/awards that are available to students immediately as opposed to only when they graduate.

8.2 Action to progress to continue phase two of the review was approved by committee and Tracey will send a call for anyone interested in getting involved.

(Actions: Tracey Innes)**9. Recognition for International Centre Volunteers on Enhance Transcript**

(EEC/261021/006)

9.1 Committee asked if there were any questions ahead of approving the role of International Centre Volunteers to be included on enhanced Transcripts. No questions asked. Recognition approved. The outcome of this should be communicated to the role lead and the Institutional Enhanced Transcript Panel Coordinator.

(Actions: Alisdair McKibben)

10. For Information: The Enhanced Transcript Panel have agreed that all future internship experiences through Saltire (Entrepreneurial Scotland) will no longer be recognised on the Enhanced Transcript on the basis that it is not institutionally verified.

11. Careers & Employability Service Annual Report

(EEC/261021/007)

11.1 Tracey showed “snapshot” of data regarding academic schools’ engagement with Careers and Employability Service. Co-curricular student engagement has increased since the last year report due to activities being online – and used extensively by students – during the pandemic.

11.2 More comparative data required across schools and years. Tracey to come back to the committee next time with updated data and any actions as a result of data to be discussed.

(Actions: Tracey Innes)**12. AOB**

Scottish government funding for 300+ graduate internship posts between now and July has been distributed. University of Aberdeen hosting the northern hub for this. Recruitment of new staff members to support this is underway. Still in its infancy stage but more information to be shared as it comes.

13. Date of Next Meeting:

10th December at 14:00pm on Teams.