UNIVERSITY OF ABERDEEN

EMPLOYABILITY & ENTREPRENEURSHIP COMMITTEE (EEC)

Minutes of the meeting held 20th February 2024.

Present: John Barrow (Co-Chair), Tracey Innes (Co-Chair), Lenka Mbadugha, Helen Pierce, Amir Siddiq, Monika Gostic, Ijeoma Obiagwu, Lindsay Tibbetts, Alyson Young, Oliver Hamlet, Rafael Cardoso, Rhiannon Ledwell (Vice-President for Education of the Students' Association), Alisdair Macpherson, Alisdair McKibben (Clerk)

Apologies: David Green, Alan Macpherson, Stuart Durkin, Danielle Grieve, Susan Halfpenny, Lucy Leiper, Heather May Morgan, Jenna Stuart

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AGENDA
FOR DISCUSSION

1. Approval of the minutes (December 5th, 2023)   (EEC/200224/001)
Minutes Approved.

2. Matters Arising including review of Action Log   (EEC/200224/002)
There are no outstanding actions.

> **ACTION:** AMcK to reorder action document to show outstanding/most recent first.

3. Update from Careers
Tracey addressed challenges posed by upcoming staff changes, particularly Janice's departure, which will impact career support for the Law School and School of Biological Sciences. Proposed interim plan involving temporary caretakers until September and emphasised retaining a caseload approach for targeted support. Tracey highlighted the importance of flexibility and collaboration, seeking feedback from school representatives to tailor services effectively. Suggestions included one-on-one discussions and workshops for collaborative problem-solving, aiming to finalise plans by May or June for next academic year.

> **ACTION:** AMcK to connect Skills Champions and Careers Adviser School Leads to propose a meeting between the parties to review current Employability Offerings within the Schools.

4. Aberdeen 2040 Attributes and Skills
John provided an update on the approved Aberdeen 2040 Attributes and Skills framework, focusing on content development for where My Skills platform will sit amidst ongoing platform transition due to tender processes. Significant consideration is being given to embedding MySkills within Blackboard and ongoing work happening to review functionality of MyAberdeen to allow for this.

5. Upscaling Work-based Learning
The committee discussed the progress and challenges in upscaling workplace learning. Updates included the approval of proposed web-based learning courses, specifically interdisciplinary project team courses and internships preparation courses. Concerns were raised about course scheduling conflicts, particularly for joint degree students. The discussion also touched on course design variations across different schools and the need to streamline assessment requirements. Additionally, the discussion highlighted the changing

landscape of work experience programs, including the reconfiguration of internship offerings due to resource constraints. Overall, the meeting emphasised the need for a flexible approach to curriculum design and delivery to accommodate diverse student needs and program requirements.

For information: The HESA Data Future Project, focusing on Placement Reporting, was discussed. It was noted that there is a new requirement from HESA to centralise all placement data. As a result, efforts are underway to identify the optimal location for storing this data.

6. Induction, Transition and Employability Week (ITEW)   (EEC/200224/003)

The discussion centred on the planning and implementation of the Induction, Transition, and Employability Week (ITEW) at the University of Aberdeen. The week aims to incorporate employability-focused activities into the existing welcome week. The conversation emphasised the need for student involvement in shaping ITEW activities, with suggestions ranging from skills workshops to alumni engagement sessions. Members proposed creating a student-led group to develop a program of sustainable activities, considering both on-campus and online delivery methods. The challenges of engaging returning students, coordinating events, and integrating ITEW into timetables were discussed, highlighting the importance of effective communication and planning. Considerations for future iterations of ITEW, such as spreading activities over multiple weeks, were also explored.

7. AOB

No other business raised.

8. Date of Next Meeting

Tuesday 23rd April @ 14:05. Microsoft Teams | **Location:** QA-AUSA Union Building Rm 101 and by way of Microsoft Teams.