

UNIVERSITY OF ABERDEEN

EMPLOYABILITY & ENTREPRENEURSHIP COMMITTEE (EEC)

Minutes of the meeting held on Tuesday the 4th of February at 13:05.

Present: Ellen Minshull, Tracey Innes, John Barrow, Miles Rothoerl, Alisdair McKibben, Jenna Stuart, Susan Halfpenny, Ijeoma Obiagwu, Helen Pierce, Monika Gostic, Masha Shaw, Margaret Jackson, Desidre Coopasamy, Alan McCue,

Apologies: Lenka Mbadugha, Alan Macpherson, Kirsty Wilson, Christina Schmid, Danielle Grieve, Alison Young, Amir Siddiq, David Green, Stuart Durkin, Jane Melhuish, Darren Comber, Heather May Morgan, Wilfrid Flanda.

Ellen Minshull | Careers and Employability Service
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1. Welcome and Introductions

Opening remarks and introduction of new members (Alan McCue).

2. Approval of the Previous Minutes

(EEC.040225.001)

Minutes approved following one change to the attendance record. Outstanding actions were completed ahead of time and were discussed during the meeting.

Action – EM to update to include Helen Pierce's apologies.

3. Work Based Learning (WBL) Policy Working Group Terms of Reference (EEC.040225.002)

The WBL Policy and its history was introduced including the updated working group terms of reference document. A working group is to be established to move the project forward and gather feedback. Members were invited to volunteer for the working group or to advertise the role to their colleagues. Ideally, student and staff representatives would have had some experience or involvement in WBL activities in the past.

It was noted that there is a large pool of students who recently completed WBL with the through university schemes that could be utilised for feedback e.g. a complementary focus group.

Action – TI to check with Emma whether Senate approval is needed, including timescales.

Action – TI to contact, confirm and source additional members.

Action – EM to update policy membership table to include Masha Shaw as PGRS representative.

Action – Miles to search for a student representative with WBL experience within the Students' Union.

Action – TI/JB to draft and circulate a short description of the membership opportunities.

4. MySkills MyAberdeen Guidance Document Review

(EEC.040225.003)

As part of the new University course guide module template, a guidance document about MySkills has been developed. It supports students' awareness of their skill development related to their courses and is being trialled in some schools.

Suggestions were made to mirror this work in the course catalogue, the course booking system, via the categories or description field, and the online course webpages in future. However, challenges around systems and workload were highlighted.

Action – Masha Shaw and Susan Halfpenny to contact the web team to investigate the feasibility of highlighting skills development through the course booking system.

Action – JB to share this guidance to the “MyAberdeen institutional template group” for circulation amongst schools.

Action – JB to work with Jenna Stuart to identify opportunities to highlight skills development for online course webpages.

5. Proposal for Collaborative Work for Scholarship Research (EEC.040225.004)

Dr Monika Gostic

A demonstration of a new method of teaching was shared, members were invited to reach out for opportunities to collaborate. The [project](#) focused on active learning, utilising crafting and TikTok and has resulted in improved knowledge retention, skills development and increased engagement. Feedback from the Students’ Union confirmed that this project aligns with recent trends in feedback from Students that they are keen to learn in new ways.

Action – Members interested in collaboration should reach out to Monika ASAP.

6. PwC Employability Audit Discussion and Feedback (EEC.040225.005)

PwC are currently undertaking an Employability Audit review the institution’s approach to Employability. This audit includes reviewing documentation and interviewing individuals who are involved in employability related activities.

Action – TI/JB to ask what the topic of the interviews would be to support preparation.

Action – Members to share with TI/JB whether they would be happy to be interviewed or not.

7. Any Other Business

- Funding has been approved for 20 internal, part-time internships to run Summer 2025. Call for proposals from departments and schools open end of week 03/02/2025. Recruitment will take place in mid-March. More information to be circulated this week.

Action – Alisdair McKibben to share information about this and the summer virtual internship schemes.

- The ABDN Internships closed on Sunday 02/02/2025 with 862 applications for 28 internships.
- Applications for the ABDN Shadowing Scheme are currently open until 16th of February and applications for the ABDN Interns with Impact programme open on the 10th of February until 10th of March.

Action - EM to share information about these opportunities.

- Applications for the [Lightbulb Ideas Competition](#) are currently open.

Action – Ijeoma Obiagwu to share information about the competition.

- Information on the NSS overview will be shared at the next meeting and via the teams site in due course.

8. Date of Next Meeting

Tuesday 18th March at 11:05. Location: QA-AUSA Union Building Rm 101 | Microsoft Teams.

For Information:

Remit and Composition (EEC/100924/006)

Graduate Outcomes data – (tbd)

NSS overview - (tbd)