

UNIVERSITY OF ABERDEEN

EMPLOYABILITY & ENTREPRENEURSHIP COMMITTEE (EEC)

Minutes of the Meeting held on 04th May, 2023

Present: John Barrow (Co-Chair), Tracey Innes (Co-Chair), Alisdair McKibben (Clerk), Oliver Hamlet, David Green, Danielle Grieve, Lorna Cruickshank, Alyson Young, Alisdair Macpherson, Rafael Cardoso, Jenna Stuart, Susan Halfpenny, Lenka Mbadugha (required to leave early), Amir Siddiq (required to leave early)

Apologies: Stuart Durkin, Heather May Morgan, Helen Pierce, Lucy Leiper.

1. Approval of the minutes (February 28th, 2023) (EEC/040523/001)
Minutes of the meeting approved.

2. Matters Arising including review of Action Log (EEC/040523/002)
Action log reviewed. Update on outstanding actions and progress being made.

3. Work Based Learning (WBL) (EEC/040523/003)

- (i) Tracey gave update on ongoing upscaling of WBL including *draft* paper EEC/040523/003. The paper showcased the vision being set up to upscale WBL and the 5-year plan to achieve this. Resource requested to support development across the institution may not be met in full in which case adjustments to original goals will need to be made.
- (ii) (see 8.1.1) As highlighted within the Gradconsult report, UoA don't currently have robust Placement Policy Guidance in place. As such, one of the resource requirements within the paper has been approved and Gradconsult will conduct a piece of work over the summer period to build a placement policy.
- (iii) Update on Wood Foundation Internship Progress from Alisdair McKibben. Currently in conversation with local third-sector organisations to create 4 internship opportunities for this summer as part of the pilot programme. Once projects are finalised, call to EEC members to highlight roles to students.
- (iv) School Employability and Skills Champions (SESC): Committee had the chance to hear from Rafael Cardoso regarding the scoping exercise he has carried out as part of his role as SESC within the School of NCS. Rafael highlighted the impact of having Head of Department support regarding implementing employability across the department. Rafael spoke highly of the positive colleague engagement he experienced and recommended bringing the Careers Team (Careers & Employability Adviser and Employer Engagement Lead) into those meetings/conversations.

4. GO Update

- (i) Update from Action Log (item 31): Due to limited resource within Planning the request for individual school data has been noted but will be challenging to execute.
- (ii) A need has arisen within GO steering group for School representatives. The commitment would include attending 4-6 meetings each year. It is not an expectation that EEC school representatives take on this additional role (though they are welcome to if they wish). Instead, EEC representatives to disseminate a call to colleagues to join GO steering group.

5. Approval of Aberdeen 2040 Graduate Attributes and Skills (EEC/040523/004)
John gave overview of Aberdeen 2040 Graduate Attributes and Skills paper. The paper was discussed within the committee with comments from various members. It was noted the title "Active Citizenship" may be

changed to “Global Citizenship” but otherwise, outside of minor word changes the skills framework will stay the same as is currently. The committee also spoke positively regarding the second recommendation found in the paper (7.2) commenting on the fact that the new proposed process will be student-led, more flexible and will support the students in articulating the skills gained from their cocurricular activities.

The committee unanimously approved the recommendations.

Action: AMcK to email out SWAY survey to all EEC members and ask to share across departments and externally with industry contacts.

6. Risk Register

(EEC/040523/005)

The committee reviewed Risk Register. There were no comments.

7. AOB

No other business.

8. Date of Next Meeting

Date of next meeting to be reschedule. Date to be determined and TEAMS meeting to be scheduled.

Action: AMcK to reschedule next meeting and send TEAMS invitation.
