

annual review | 07/08

raising ambition, realising success



dundee college

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Vision, Mission and Values

Vision

Raising Ambition,
Realising Success

Values

The values expressed in this section underpin the work of the College; they exemplify both the cross cutting themes we promote, and the culture we seek to create for our students, staff and customers.

Student experience –

We are committed to continual quality enhancement in all aspects of the student experience. We want students of Dundee College to enjoy their learning experience, to feel valued, and to achieve their ambitions.

Staff experience –

We want staff to work in an atmosphere of positive progress, realising their full potential within the organisation, supported by a creative and dynamic, team-based professional culture.

Respect and responsibility –

Respecting the needs of individuals is central to our care for people, regardless of differences in race, religion and culture. We will exemplify, and expect, the highest standards of social and personal behaviour.

Mission statement

To contribute to an ambitious Scotland by playing a lead role in education, economic development and community life.

Sustainability –

We will encourage sustainability and social responsibility through our widest business practices, our environmental policies, as well as within curriculum and resource development.

Creativity –

We will promote creativity and innovation in learning and teaching and in the generation of new business. As a learning organisation, we will seek creative and innovative ways of working together and with partners.

Future focus –

Our commitment to our learners is to prepare them for the future. We will strive to equip them with the skills, knowledge and aptitudes they will need to succeed in an ever-changing economic landscape.

Inspiring leadership –

We will promote a culture of 'leading learning'. All managers will empower staff to solve problems, and to inspire our learners to reach their maximum potential.

THE BOARD OF MANAGEMENT

Ian C Colligan

Convenor of
Board of Management;
Convenor's Committee;
Student Affairs Committee

William W Barr

Vice Convenor of
Board of Management;
Convenor of Property
Committee

Alan M Boyter

Alasdair D Chalmers

Convenor of
Finance Committee

Wendy Chalmers

Mary Crighton

Tom Ferguson

Ralph Harrison

Joe Lafferty

Convenor of
Human Resource &
Development Committee

George Laidlaw

Christina Potter

(Principal)

Doug Reilly

George Robertson

Kish Srinivasan

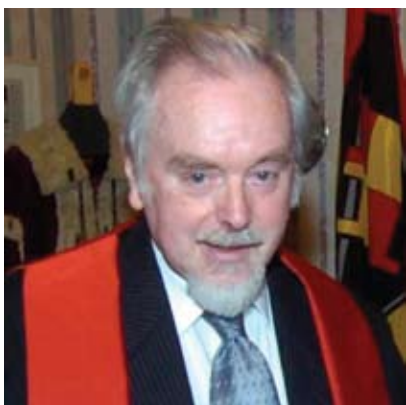
Convenor of
Audit Committee

Jean Louis Venter

(Student President)

Jacqui Wood

Secretary to the Board
Keir Ovenstone
(Director of Corporate
Governance and Policy)



Message from the Convenor of the Board Chairman's Statement

It is, of course, a cliché that the only true constant is the presence of change. Change, therefore, is not only to be anticipated but also welcomed as an opportunity to achieve improvement. If this is true, then the College has in the past year been blessed with an abundance of such opportunities. I offer below some examples of change, each of which has immeasurable significance for the future of the College.

Probably the most crucial decision faced by the Board lay in finding a new Principal with the retirement after some ten years of Dr Iain Ovens. Under Iain's leadership Dundee College had achieved recognition as one of Scotland's most effective Further Education institutions. After an intense and exhaustive process, the Board was delighted to announce the appointment of Mrs Christina Potter, formerly Principal of Elmwood College, as our new Principal. Since taking up her post in August she has consistently demonstrated, with her vision and energy, that the challenge of finding a worthy successor was one most successfully met.

It is now fully a decade since the problems of operating the College over a clutch of campuses were recognised and ideas for improvement sought. When the merger of the Dundee arm of Northern College with Dundee University was announced and the consequent availability of the Northern College Campus at Gardyne Road was confirmed, ideas began to centre on a two-campus Dundee College, viz Kingsway and Gardyne. There followed ten years of proposals, meetings and dialogue,

of hurdles raised and resolved, of decisions promised and delayed and of conditions imposed and met. The constancy of the obstacles in our path was matched only by the determination of the College to provide for our client community an appropriate first-class resource. This dogged persistence has resulted in the past year in agreement for our acquisition of Gardyne Road, and even the start of our students' use of the new campus.

The Board accepts responsibility for ensuring a quality service for our learners in every aspect of our operations, and the Students' Association is a vital part of College structure in ensuring that student views and interests are represented in our thinking. The Board recognised that in recent years the student voice had been reducing to a whisper and initiated a review and subsequently a restructuring to revitalise the Association. Students are now represented throughout College structures and an effective Association is in place.

The successes outlined above are mirrored by others throughout the College at all levels, and are testament to the levels of respect and cooperation accorded by the various members of the College community, students, staff, management and Board to each other. In a world in which good news is in short supply, I hope that this review may make a genuinely positive contribution.

Professor Ian C Colligan
Chairman, Board of Management

Message from the Principal

Raising Ambition, Realising Success

At Dundee College we have a vision. That vision is all about Raising Ambition and Realising Success.

We seek to raise the ambition of our students and to secure their success through study with us. We also have high ambitions for the College and aim to be successful in everything we do. Last, but not least, we are ambitious for Dundee and want to make a contribution to the overall success of one of Scotland's greatest cities.

The College's mission is to contribute to an ambitious Scotland by playing a lead role in education, economic development and community life.

With 20,000 annual student enrolments, our contribution to education is significant. However, we do not see education simply in terms of following a course of study and gaining qualifications, but more as a journey of learning and personal discovery. We not only want our students to gain knowledge but also to develop skills in citizenship and employability. We want the College to be a place in which they will thrive.

Throughout their learning journey we engage with our students; we listen to their views; we try to involve them in College life; we want to ensure that the time spent with us is both enjoyable and rewarding.

Not only do we strive to ensure that the College's educational experience is second to none, we also work closely with other education providers in order to ensure that Dundee's overall educational offering is as joined-up and seamless as it can be.

Our relationship with Dundee City Council Education Department is very strong. We work together at all levels to ensure an effective partnership between Dundee's schools and the College. Every year a significant number of pupils from across the city participate in our school link programmes. This provision ensures familiarisation with the College and an early engagement with vocational learning; as a result, many pupils progress to full-time College courses on leaving school. We track their performance and are delighted at the success levels which are achieved.

We also have exceptionally strong links with universities and last year 146 of our students progressed to Dundee University, a further 96 to the University of Abertay, and 163 to a variety of other universities across Scotland and the rest of the UK. These figures demonstrate the extent to which the College has been successful in developing articulation arrangements with the university sector, and also our success in encouraging students to continue their study to Degree level.

Not all Dundee College students choose to progress to University. Many have ambitions to enter the world of work sooner rather than later, seeking career success through one of our local employers. It is therefore important that the skills and training that we provide for students supports this ambition and assures their future employability.

Part of our mission is to contribute to economic development and we have a duty to ensure that the students we produce are both highly skilled and employable. We work very closely with local employers to ensure



that this is the case. We listen to their ambitions and we try to provide the workforce capacity and capability that will bring success in their business.

In recent years, Dundee College has become increasingly involved in knowledge transfer activity. These are education and research projects that aim to assist employers in enterprise and innovation. Currently, we are involved in a range of projects in areas such as solar energy, film and digital industries, and environmentally-aware construction methods. This type of activity, together with our skills training, ensures that we are fulfilling our mission in relation to economic development and the success which that brings to Dundee and the surrounding area.

The final strand of our mission involves contributing to community life in Dundee. This is something we take very seriously and where the list of activities is wide-ranging. We believe that, by making a contribution to the quality of life for the citizens of Dundee, we are contributing to the ambition and success of the City. However, we know that in order to make that contribution, we must offer more than education and training.

First of all, we ensure that our facilities and services are available and widely used by the community. Whether this is through dance, music and theatre productions in The Space, our impressive performing arts centre, or through our training restaurant, hair and beauty salons, swimming pool and extensive sports facilities, we want to ensure that members of our local community feel

welcome at the College and can benefit from our presence.

Secondly, staff throughout the College work tirelessly with other organisations in Dundee to deliver the activities of the City's Community Planning Partnership, ensuring that those areas of the City which need help, get help, that their ambitions are raised, and their success is realised, too.

And finally, we get involved in community activities and charitable events ourselves. Last year, a team of staff from Dundee College took part in the annual "Race for Life", raising over £10,000 for Cancer Research in the City. The College has a big heart; we also want to be at the heart of community life in Dundee.

I believe that we achieved much towards our mission statement last year. I am confident that we made a significant contribution to the education and skills of our learners, to the economic development of our City, and to the life of our local community.

This year we will build on this contribution, raising our own ambitions and those of our students, in order to realise greater success for all.

Christina Potter
Principal

Encouraging Estate Development

One of the College's strategic aims is to transform its estate to meet the aspirations of present and future learners.

For many years, the College has been working to consolidate activities on 2 campus sites, at Kingsway and Gardyne. While refurbishment of Kingsway is on-going, we have now embarked on a £43 million project to transform Gardyne into a flagship building by 2011.

Dundee College's plans to transform the old College of Education campus at Gardyne Road took a major step forward recently when Depute Principal Grant Ritchie, who is in charge of this project, announced that the College will work with Bovis Lend Lease as the main contractor for the £43 million development.

One of the world's leading project management and construction companies, Bovis Lend Lease uses industry best practices when working with clients to create high quality, sustainable property assets.

A total of five of the biggest construction companies in Britain tendered for the main construction phase.

Working with architects Archial (formerly known as Jenkins & Marr), the project will see Gardyne transformed from a sprawling and dated university building into a modern attractive centre for vocational education and community use.

The architects have a reputation for innovative and progressive design, and a distinguished



Our Aim:
**To transform our estate to meet the aspirations
of present and future learners.**



track record in a wide range of building types covering most market sectors, including large scale shopping centres, university and further education buildings and hospital buildings.

The College plan will completely change the Gardyne environment, the interior of which is currently characterized by lengthy dark and dingy brickwork corridors, by partially demolishing selected parts of the structure and building a glass and steel atrium to bring natural light down into the heart of the building.

Teaching and social spaces will all lead from the atrium and will be grouped as subject 'Centres' – Centre for Creative and Digital Industries and Centre for Care and Social Sciences, for example.

Each 'Centre' will be designed to reflect the industry its training programmes support and will combine specialist teaching areas with 'drop – in' social learning spaces all equipped with state of the art technology.

The exterior will also change, as the whole structure will have new roofs and modern rain screen cladding.

Staff are proud of Dundee College's status as a community resource. This will be enhanced when the sporting facilities and theatre are upgraded for re-launch when the contract is complete.

Already, the gyms and games hall have had heating and lighting replaced and the theatre will have a makeover with new seating and other services planned.

It is hoped that all the amateur theatre and musical groups that have had Gardyne as their home will return and enjoy enhanced facilities.

The atrium will lie right beside the theatre and will be able to offer first-class catering and bar services to complete the theatre-going experience.

Kingsway Campus will also see re-development during the next few years with plans being drawn up to make improvements, including cladding the building to match the Gardyne campus.

The masterplan will see completion of the Gardyne project in time for the start of the College session 2011-12.



Encouraging Environmental Sustainability

A Centre of Excellence in Sustainable Technologies

New renewable energy facilities at Dundee College will give employees in the Scottish plumbing industry the opportunity to increase their expertise and add installer certification to their plumbing, oil and gas portfolio.

Thanks to our Solar Heating Partnership with Worcester Bosch the College has created new solar energy workshops, complete with an indoor roof to allow all-weather

practicals, and was able to deliver the first Solar Hot Water course as soon as it was accredited by BPEC (the British Plumbers Employers Council).

Encouraged by this success, Chris Ashe, Head of Centre for Construction and the Built Environment, decided to explore further opportunities to provide training in the field of micro renewables and earlier this year signed an agreement with well-known heating manufacturer, Dimplex, to fulfil their training

needs for their Scottish operation.

This training is in the installation of air source and ground source heat pumps – devices which extract heat from the air around us or the earth under our feet.

The new College training facility will enable local and regional plumbing and heating companies to become certified with a leading manufacturer of air and ground source heat pumps.

The College is represented on a range of national and local groups including: EAUC (Environmental Association for Universities and Colleges), the UK-wide higher and further

education sector group; CaSpr (Campus Sustainability Programme), the Scottish Funding Council group created to encourage the exchange of ideas and initiatives; Sun City;

and Solar Cities Scotland. The College's own Environment Group meets regularly to ensure best practice is adopted across the College.

Encouraging Sustainable Construction and Energy Efficiency

Dundee College is a major partner in a North Sea Region (NSR) Interreg-funded transnational project to change the way we plan, design and build in Northern Europe. The aim of the "Build with Care (BwC)" project is to mainstream energy-efficient building design by collaborating with the building sector and to develop a transnational strategy

for increasing energy efficiency in building. The core message of BwC is that energy efficiency is no longer an 'if-question', but a 'how-question'. The project aims to change behaviour in the complete building chain (from consumer to planner, from carpenter to architect). By this means it will make a significant contribution to the CARbon REDuction (CARE) obligations in Europe.

Our involvement is to provide education and training designed

to ensure that craftsmen, technicians, builders, system designers, architects and developers have the knowledge and skills training to produce energy efficient buildings.

A number of other institutions in Scotland, England, Belgium, Germany, the Netherlands and Sweden will collaborate on the development of a series of packages and modules that will become standard teaching tools covering primary to university level education.

Our Vision:

To act locally and think globally “in meeting the needs of the organisation without compromising the ability of future generations to meet their own needs”.



The aim of our environmental strategy is to embed a sustainable ethos and practices across the College by having an environmental strand to all areas of College activity.

Besides meeting all regulatory and legislative requirements, we aim to improve our energy efficiency and conservation, minimise waste and maximise recycling, and select partners and suppliers who have high environmental standards.

The examples below identify some of the initiatives the College has undertaken to implement our environmental strategy.

Going Green**Recycling**

Since appointing Dundee City Council as the College waste disposal contractor in 2005, there has been a dramatic increase in the amount of College waste being recycled and a corresponding reduction in the amount going to landfill. A significant amount goes to the Council’s “Waste to Energy” plant, where ferrous and non-ferrous metals are recovered by various extraction processes. Over 90% of our generated waste is recycled.

In addition, we successfully recycle paper and cardboard across all campuses and have introduced brown, green and clear glass recycling in our Kingsway Campus. It is our intention to introduce aluminium and plastic recycling early in 2009.

The College has contracted a company specialising in the

secure disposal of confidential documents by shredding and recycling. In 2008 alone, we saved around 290 trees!

Sustainability

The refurbishment of the painting and decorating workshops carried out in the summer of 2008 has included the introduction of a more efficient radiant heating system which replaced the old inefficient blower heaters.

We successfully applied for a government interest-free loan through their SALIX system to purchase a pool blanket for Gardyne Campus swimming pool. Once fitted, this will reduce heating costs by 20% (due to greatly reduced evaporation) and a reduction in the amount of chemicals used in the pool dosing system.

Sustainability is a huge part of the planning process involving the architects and building services

consultants engaged on the project to refurbish the Gardyne site. The Gardyne project will be assessed using the British Research Establishment Environmental Assessment Method (BREEAM) and the prediction is that it will be in the “very good” class.

BREEAM was launched in 1990 and is regarded as authoritative guidance on ways of minimising the adverse effects of buildings on the global and local environments while promoting a healthy and comfortable indoor environment. The accreditation process is very exacting and items considered include the way the building site will be operated during the construction phase; the health and well-being of the occupiers; energy consumption; transport arrangements; cyclist facilities; water usage; reuse of building structure; and pollution control. This is just a small sample from a very long list.

Encouraging Learning and Teaching

Brush with Success



A trio of art students took gold, silver and bronze awards at the Worldskills UK Art competition 2008.

Rachael Kibbler's mixed media piece, Ford 370, impressed the judges to the extent she took the gold award; Kirsty MacDonald earned silver with All Dressed Up, a conté and chalk drawing; and Ross Lesslie's mixed media piece, Rusty Bow, scooped bronze.

Rachael has gained HNC contemporary art practice, while both Ross and Kirsty were on the portfolio preparation programme. All three have gained places at Duncan of Jordanstone College of Art.

Sweet Smell of Success



Student chef Sharmila Raj impressed the judges at the final of the Scotland's International Indian Chef of the Year competition held in Edinburgh, serving up a winner with her vegetarian starters.

Sharmila's main also caused a stir – taking second prize.

Scotland's International Indian Chef of the Year is open worldwide to both men and women, amateur or professional, regardless of nationality or ethnicity. It has, in the past, attracted as many as 5000 entries.

Oxford Place for Elisabeth



One successful Dundee College student, Elisabeth Stafford, has been offered a place at Christ Church College, Oxford.

Elisabeth, originally from Stonehaven, completed the HIPs (Higher & Intermediate Programme) at Dundee College and, having gained higher economics, modern studies, philosophy and Spanish – all at band A – in 2007 returned to College to sit higher physics, maths, history, and advanced higher Spanish.

The 23-year-old, who left school with a plethora of qualifications, intimated that it wasn't until coming to Dundee College, that she began to have academic ambitions.

Electrician's Feat: No Shock Victory



Dundee College created history by winning the electrical apprentice of the year at regional level for the second year running – the first time any college in Scotland has achieved this.

First year apprentice electrician Ryan Leslie scooped the SECTT (Scottish Electrical Charitable Training Trust) in June 2006 and Martin Kinmond (pictured above) followed suit in 2007.

Martin just couldn't stop making history for Dundee College however.

The live-wire went on to win the gold medal for national apprentice of the year – once again marking a milestone for Dundee College.

Our Vision:
**To provide world class learning
 and teaching for all our students.**

Our commitment is to develop further and to enrich our learning and teaching approaches to engage and inspire our learners and to enable them to achieve their full potential.

We have made significant advances to enhance the learning experience and modernise the curriculum, most notably in the development of our Virtual Learning Environment (VLE), Blackboard. Users have more than tripled in the past 18 months.

We believe the achievements of our learners reflect our commitment to create a culture of continuous professional development, to provide an innovative environment, and to empower our learners to take responsibility for their learning.

Sports Student Scoops Top Title



NQ physical education and sports studies student, Calum Cruickshank, had to have time off his second year studies – to become junior Commonwealth Gold Medallist in the 67.5kg category at his chosen sport of powerlifting.

Calum travelled to New Zealand to compete in the Commonwealth Championships where he took gold with his 192.5kg power lift and set a new Commonwealth record. He went on to take a further three bronze medals – in the bench press, dead lift and total categories.

Calum subsequently took first place in the British Championships in Dover, competing in the under 20s category.

Style Students Win Crop of Awards



At the fourth annual Northeast Scotland Hair and Beauty Festival, Michelle Page, HNC Hairdressing, took first place in the Ladies Commercial Cut and Blow Dry category while HNC Fashion Make Up students Alev Karsli and Tammy Fox shared the Make Up Artist of the Year award.

Alev went on to further competition success when she was the only student north of the border to be placed among the prize-winners at the National Student Make-Up Competition being held at ExCel, in London, taking second top spot in 'The Oscars' category of the competition – a high-glamour section.

Science Prize-Winners

Dundee College was once again well represented at Science and the Parliament in Edinburgh when Kirsty Morley scooped the best HNC student in biological subjects in Scotland.

This was the fourth year running that a Dundee College student had won the Institute of Biology (IOB) prize, with Kirsty following in the footsteps of Fiona Watson, Jenna McMurchie and Mel Whiteman.



Kirsty Morley (centre) with former IOB prize-winner Fiona Watson (left) and Margaret Taylor who was one of Kirsty's lecturers.

(Picture courtesy of The Courier, Dundee © D C Thomson & Co Ltd.)

Encouraging Learner Involvement

Students' Association

One of the major ways the College involves learners is through its Students' Association. Over the last 18 months, fundamental changes in the structure and organization of the Association have taken place to ensure that the learner voice is heard at all levels of the organisation.

At curriculum level learners views are expressed by course representatives. Members of the Student Executive Forum are elected from their number and assist in the running of the Association and sit on the Board of Management and a number of College committees and strategy groups including:

Board Committees

Student Affairs;
Property.

College Strategy Groups

Health, Safety and Well Being;
Environment;
Equality and Diversity.

College Steering Groups

Customer Care;
Healthy Working Lives;
Central Estates and Accommodation.

Class Representatives

The class rep system is revolutionising the way in which the student voice can be heard and acted upon in the College. The number of reps has increased 400%, and all have undergone training.

An example of the impact

The two class reps in the full-time Lifeskills course were concerned that they and others in the class were having difficulty communicating with another classmate who is profoundly deaf.

At one of the Programme Team meetings they asked if the class could be taught some introductory skills to British Sign Language (BSL).

The group now have a weekly lesson in BSL.

Communication in the class has improved dramatically, as has the self-esteem and confidence of class members.

Good Practice Event

A turning point in the learner involvement strategy was the event held at Gardyne Campus in May 2008 when all College staff came together for a development day. On the agenda were presentations from Jean Louis Venter, a student at the college, and Carolyn McLean, the Student Liaison Officer.

Jean Louis and Carolyn reported on the recent residential which class representatives and members of the College Board and Executive attended. From this event came the Student Association Operational Plan which is now embedded in the College Operational Plan.



Our Vision:
All learners feel valued; their views are encouraged and respected, and impact on the running of the College.

Over 20,000 learners come through our doors each year and the College is committed to consulting and involving them in as many aspects of College operation as possible, so that their views are considered as a key source of information in planning for continuous improvement and enhancement of the learner experience.

By embedding a culture of learner involvement the College benefits from increased participation and feedback from learners. This informs quality improvement, decision making and the effectiveness of the College overall.

"I attended the **Good Practice Event** about Learner Engagement. At this event I was able to share my views directly with staff and they listened and shared theirs."
Andrew Lorimer – HND Business

"We went on a **Students' Association residential** at Dunkeld with members of the Board of Management, College Executive, Class Representatives and Student Executive Forum and created an Operational Plan which is now being implemented."
Laura Whitton – Professional Cookery

"**Running the basketball club** for the students is great as we will soon be competing at the Scottish National College Championships at Adam Smith College in Fife. We are responsible for picking the squad and eventually the team as it is our club, for students run by students."
Stewart Ferguson – HND Sports Coaching

"It is good experience for the future and it is good to have students **running clubs for all of the students**, not just sport students. We also have more responsibility as the lecturers are not involved."
Eilidh Cathcart – HND Sports Coaching

Resurgence in Social and Sport Activity

Our changing student population, changing modes of study and changing student lifestyles have made the organisation of sports and social clubs a continuing challenge.

With the introduction of the class rep structure, the employment of an Events Officer, and the support of the HND Sports Coaching students, the Student Association has taken charge of running clubs and societies itself and introduced basketball, volleyball, badminton and table tennis clubs. Students are also making more use of the swimming pool at Gardyne and are running a lunchtime programme of activities in the McTaggart Centre.

The HND Sports Coaching Students provide coaching in the various activities in their own time.

Online

The SA also has its own presence on Blackboard where there is a communication link to all students, irrespective of their mode of attendance or study.

Future Learner Involvement

The College is already reaping the benefits of the much more committed approach to learner involvement. Students are demonstrating maturity in bringing forward new ideas and suggestions at all levels. There is a noticeable increase in student confidence and social skills: lecturers are seeking and listening to the views of their

students on how to make learning more dynamic: working groups are getting a greater insight into student needs while the Board is now hearing the student view straight from the students themselves.

The College has recently invited student views and consultation on the way in which the bursary forms are worded and laid out. There has been student input to the student questionnaires, both in setting them and replying to them, and student opinion is being sought in relation to the plans for the Gardyne Campus Development.

Encouraging Employability

The Academies

Founded in 2004, our Social Care Academy was awarded Gold in the Partnership of the Year category at the annual SQA awards event 2006. The innovative partnership involving the College's social care team, Dundee City Council's Social Work Department and representatives from the independent care sector, encourages a cross section of people into the sector, by adopting an innovative approach to joint recruitment and training, including the offer of guaranteed interviews to successful candidates. A significant number of participants have progressed from the academy into full-time employment in the sector.

Our Health Care Academy, established in session 2006/7 with partners NHS Tayside, Job Centre Plus, Triage, Careers Scotland and Scottish Enterprise Tayside, introduced a 6 week training course at the College, which has been very successful

in helping unemployed participants back to work through guaranteed interviews for jobs with NHS Tayside. The Academy now also offers a 20 week programme focusing on the job role of Clinical Support Worker.

The College-led Creative Loop Initiative, a Scottish Funding Council supported project to enable partnership working between the colleges and the media industry, has achieved Skillset Media Academy status. This industry accreditation recognises the value of the project in improving the flow of work-ready entrants to the media through work experience for students, high quality continuing professional development (CPD) for staff, joint industry and education partner activity and the design of new and appropriate qualifications.

The College is working closely with the University of Abertay as a member of a national

partnership focusing on education for the food and drink sector. The partnership is proposing to establish a National Food and Drink Skills Academy for Scotland to address skill shortages being encountered by the industry.

The partnership comprises a number of colleges and universities, the Food and Drink Sector Skills Council, accrediting bodies, trade associations and funding and enterprise organisations.

Skills for Work

The College has developed an enviable reputation throughout Scotland with its well constructed relationships with the local schools and communities.

Vocational education is now an important element of the curriculum for all pupils and the College's "Skills for Work" provision for the city's secondary school pupils is continuing to grow.

Run in partnership with Dundee City Council Education Department, Careers Scotland and local employers, this provision contributes to the Scottish Government's Curriculum for Excellence which aims to help pupils become successful learners, confident individuals, responsible citizens and effective contributors.

The programmes are designed to provide pupils with practical work experience, employability skills and personal development. New programmes which have been introduced in the current session cover Financial Services for S3 and Retail and Health and Social Care for S5/6.

A Learning Journey

In February 2008, the College organised a learning journey for 28 pupils in S2 from local secondary schools. Organised in conjunction with Dundee City Council's Education Department the journey, in the form of a bus trip,

Our Vision: For our students to be first choice for employers.

was devised to raise pupil awareness of the educational, cultural and employment opportunities in the City.

The day was a great success and there are plans to run it again in 2009 for another set of intrepid Dundee explorers.

Jobs 4U @ DC

Jobs 4U @ DC has been developed and is delivered in conjunction with Job Centre Plus, a variety of local employers, recruitment agencies and the voluntary sector. Jobs 4U @ DC promotes employment opportunities around the College in a variety of ways, including online.

Support for students wishing to apply for a vacancy is available from the student advisers and online.

Driven to Succeed

With the support of ESF Equal funding, the College has produced "Employment Driver", an interactive CD based package that takes the user through all the stages of finding employment in a very instructive and entertaining way.

The Driver is available on Blackboard, the College Virtual Learning Environment (VLE) for all College students. It has also been adopted by a number of other colleges in Scotland and is also now available in the voluntary sector.

With ESF support, a second version is being devised: "Employment Driver-Disabled", tailored to suit the needs of people with a disability, many of whom face significant obstacles in finding employment.

Dundee College students represent a significant component of the local labour force available to employers. Through a range of national and local initiatives and partnerships, the College seeks to help improve economic inclusion and regeneration.

The aim of our employability strategy is to equip our students with the vocational skills they need and to help them become desirable employees thereby maximising their career potential.

Work Experience, as part of or alongside study, is encouraged and quality careers advice and training in job seeking skills are provided.

Student Ambassador Programme

The College's Schools and Community Liaison team recruit students throughout the College to the Student Ambassador Programme. Selected students receive induction and then use their skills to assist at a wide variety of activities and events during the College year, including careers fairs, open days, enrolment sessions, road shows and community events.

The students receive vouchers for one of Dundee's largest shopping centres to recognise their contribution.

Catering in the Community

Non-advanced students work on a rota system to provide catering services at the Ardler Community Café in Dundee. From breakfast time to lunch time, the students provide the full catering service to a widespread community and are gaining skills in a real environment.

Another partnership which provides real work experience is our continuing relationship with the Hilton Hotel in Dundee. Students from the catering section work shifts in the Hilton's kitchens to gain the work ethic essential to work in this industry.

Encouraging Equality and Diversity

Prince's Trust

Dundee College's partnership with the Prince's Trust has become embedded in College life, providing both participants and staff with excellent opportunities for career and personal development.

Over 50 teams, comprising over 500 participants, have undertaken the College-run programmes since they began in 2001.

Designed to help people aged between 16 and 25 to develop confidence and learn new skills and prepare for the next step into employment or further education, the programme attracts participants from all walks of life.

Projects undertaken by recent teams provide excellent examples of the community spirit shown by participants who, among other things, undertook work placements and fundraising activities, organised bingo teas for senior citizens, an outing to an animal park for nursery children and renovated a garden at an under-12s project in Mid Craigie.

Discover Learning

Working closely with the City Council's Leisure and Communities Department and both universities, the College participates in a wide range of

programmes for learners in various community centres across the city, under the banner of "Discover Learning for Yourself".

Recent college involvement has included courses in Whitfield Community Centre and The Hub in Pitkerro Road. As well as assisting the participants to learn, the courses have a very positive aspect in helping raise confidence and self-esteem.

One of the key features of this partnership is that it enables programmes to be run in a cohesive way across the city, with excellent pre-entry guidance and progression opportunities for learners.

Working for Families

Supported by the Scottish Government's Fairer Scotland Fund, the Working for Families project enables learners from across the city to take part in a variety of programmes to help them return to education or employment. Recent programmes included forensics, business, hairdressing and food hygiene which was delivered in both English and Urdu.

As with many other College projects, although the main objective is to introduce learners to new skills and information, it is often the spin-off effects

such as increased confidence, introduction of a work ethic and improved self-esteem that matter most to the participants.

At the end of each programme, participants receive a Dundee College certificate and attend a progression session to look at future opportunities and next steps. A considerable number of students from this project have found jobs and others have come to College for a full-time course.

Partnerships with Ethnic Minority Community Agencies

Dundee is a multi-cultural city and the College plays a very important part in developing and sustaining relationships and networks with the various ethnic communities in the city.

Working with the Bharatiya Ashram Access to Learning project and the Dundee International Women's Centre (DIWC), the College delivers a variety of programmes including ESOL, cookery and child care.

The College, working with another of its close partners, the City Council, has a specific and innovative programme running with the DIWC. Prompted by a need for crèche workers and attendees at DIWC to be registered, the Council and the College devised a programme

Our Vision:

To be acknowledged as a completely inclusive organisation in which all people can participate fully as equal citizens.

which built on the experience and qualifications that a number of the women had from their native countries.

The women are taking part in a 2 year tailored training programme, studying in the DIWC and receiving support from College tutors. A total of 17 participants worked towards a variety of early education and childcare qualifications and the Council is looking forward to being able to call on the expertise of a significant multicultural group of childcare workers to contribute to a range of the City's care settings.

Fairer Scotland Partnership

The College works closely with all secondary schools in Dundee and Angus, but one particular partnership venture with Braeview Academy is designed to assist pupils who have become disengaged from the school curriculum.

Working closely with the Fairer Scotland contact at the school and using resources from the Fairer Scotland Fund, the College and the school have developed an effective and successful initiative to help pupils gain confidence and the necessary skills and qualities that will help them either gain employment or entry to further education.

The partnership is now in its 2nd

year and the pupils who started with Hairdressing have moved on to Cosmetology and a new group of S3 is now working in the hair salon which has been set up in the school, with assistance from the College.

There are a number of taster programmes running in the school, all with College support and these include motor vehicle, horticulture, art, sport, construction, contact centre and cooking.

The school is now also the proud owner of a motor vehicle garage and workshop, with College staff playing a major role in the design, planning and execution of this resource.

Stepping Up the PACE

Established in 2001 in partnership with the City Council's Education Department, the PACE (Pupil Access to College and Employability) project goes from strength to strength. The principal objective is access and inclusion for hard to reach young people and there has been significant success in raising achievement

The College is committed to a comprehensive policy of equal opportunities for its staff, students and other stakeholders and to adhering to all relevant legislation.

This session a new Equality and Diversity group was established, replacing and building on the work of the Equality Group which had been operational since session 03/04.

The group devised our Equality and Diversity Strategy, which aims to actively promote equality and engender an ethos and culture which acknowledges and celebrates diversity.

(The College race, gender and disability schemes and annual reports are published on the College website.)

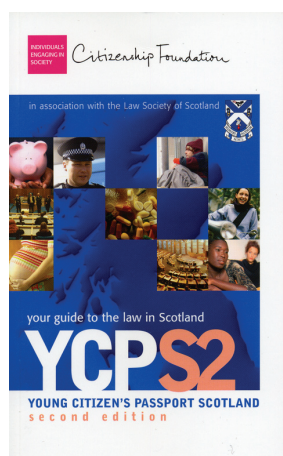
and attainment through soft targets and the provision of progression opportunities into mainstream vocational training and employment.

Working in partnership with 20 different agencies and 21 employers throughout the town, the PACE project was recently praised in an HMIe report for successfully developing citizenship, employability, learning and personal skills for young people with a history of disaffection who face barriers to further education, training and employment.

The young people, aged from 15 years and 6 months, and in their last 6 months of school, come to College for a programme lasting around 16 weeks. During that time, they take part in a variety of vocational training taster courses.

Encouraging Citizenship

Young Citizen's Passport Scotland



During induction week, all students receive a 'Young Citizen's Passport Scotland' - a guide to Scottish Law, produced by the Citizenship Foundation in association with the Law Society of Scotland. This provides students with a sound introduction to key aspects of contemporary life.

Training to Participate

Support and training is provided through SPARQS (Student Participation in Quality Scotland), a subsidiary agency of NUS (National Union of Students), for our student Class Representatives.

This gives them an understanding of the importance and purpose of representation and assists them to learn meeting skills necessary to represent their fellow students to the best of their abilities.

Class representatives elected to the Student Executive Forum also represent their peers' views at Board level and at college committees and strategy groups.

NQ Theatre Arts Students' Health Tours

For over ten years Theatre Arts students have been working in partnership with NHS Tayside to provide health education to S3 pupils in Angus secondary schools.

Each year, first year NQ Theatre Arts students devise and perform a forty minute play which explores difficult issues such as depression, drug and alcohol abuse, self harming, sexual orientation, underage sex, abuse and the role of a young carer.

Approximately 1,500 S3 pupils take part in the schools' tour, which runs for a fortnight.

Following the performance, students and their lecturer then conduct a 40 minute workshop with the audience allowing the pupils an opportunity to share their thoughts and feelings and learn of services available to help and support. A panel of professional health workers, social workers and nurses, are present to respond to questions.

Following the success of this project, a second Schools' Tour for S3 pupils in Dundee, Perth and Kinross schools was introduced 3 years ago. Six graduate HNC/D Performing Arts students devise and conduct this 5 week tour in which approximately 2,800 pupils take part each year.

Citizenship through Erasmus



Funding from the Erasmus programme for Higher Education enables us to arrange visits to the European Parliament in Brussels and Strasbourg for groups of students, who see first hand how Europe works politically and how European legislation affects everyday life in Scotland.

Life in the UK Test

In 2005 the government introduced a requirement for all those wishing to become British Citizens to demonstrate knowledge of both British culture and the English language. Since 2007, this requirement has been extended to those applying for "Leave to Remain".

This requires candidates whose understanding of

Our Vision: For our students to be active and responsible citizens

English is at ESOL Entry Level 3 or above to sit a computerised test based on the contents of the Home Office Handbook "Life in the United Kingdom: A Journey to Citizenship" whilst those whose English is poorer attend an ESOL class "with Citizenship".

The College's Overgate Learning Centre was selected as the test centre for the local area. Initially tests were delivered on an "as required" basis but as demand grew a test schedule was introduced to improve efficiency.

We have now delivered in excess of 1,700 tests to a range of candidates from across the globe, averaging 60 tests per month.

Student Enterprising Activities



Both through curriculum activity and the Student Association, College students fundraise for worthy causes and charities. For example:

Administration and IT

Samantha McIlravey and Isobel Tully, who both study introduction to administration and IT, raised £600 for a leading UK children's cancer charity, CLIC Sargent, by running a weekly lucky dip draw at Constitution Campus, as part of the business enterprise component of their course.

NQ Fashion Retail

NQ Fashion Retail students undertaking an enterprise unit worked with HNC Retail Management volunteers and several apprentice footballers to plan, organise and deliver a fashion show for two consecutive years in

Dundee College is committed to providing our students with a learning experience that meets their needs and suits their aspirations and equips them to take their place in modern society as active, responsible citizens.

To achieve this, we aim to develop in our students both an appreciation of social and moral responsibility and the skills and attributes required to make decisions in the political, economic, social and cultural contexts of their lives.

The items featured reflect some of the ways we are providing students with the opportunity to engage in citizenship related activities in the curriculum and how we encourage them to participate in College decision making processes.

Dundee's Overgate shopping centre. All profits from ticket sales (£863.76 in 2007 and £791.21 in 2008) went to Dundee Disabled Children's Association, Overgate's nominated charity. An additional £100 raised in 2008 was spent on planting trees as the show was part of Overgate's Eco week.

HND Sports Coaching and Sports Development

HND Sports Coaching and Sports Development students completing event management units donated profits from the events they organised to Maggie's Centre, Guide Dogs for the Blind and Dreamz4U.

Wear It Pink Day

The Students' Association worked with the Staff Association during the College 'Wear It Pink' day organised in support of Breast Cancer Campaign. Badge sales and sponsored activities, including raffles, bucket collections and a 'pink' car wash raised a total of over £1200.

Staff vs ESOL Football Match

To mark the occasion of the 10th annual football match between College staff and ESOL students, a fundraising disco was held, raising over £400 to support disability and the Burma Cyclone appeal.

Encouraging Internationalism

Preparing Students for Employment in the Global Market

A key feature of many of our full-time programmes is the opportunity for students to work and study in another European country under the Leonardo Da Vinci Mobility scheme.

We encourage students to research the country they are visiting and to learn essential phrases and words, so that they make the most of their stay. Students always report a growth in their confidence as the weeks pass and they recognise that they can survive in a foreign work environment.

Given the current global climate of economic recession and a very mobile workforce, competition for jobs everywhere is increasing. and these EU work experience opportunities enhance our students' CVs and allow them to compete on an equal footing with their international peers.

"Student Views"

David (Austria)

"I have obtained many valuable new skills, including the ability to make myself clearly understood (in German) and to listen carefully to instructions. I also believe that the commendations I was given and the skills I have gained will help me immeasurably when it comes to University and jobs thereafter".

Gregor (Slovenia)

"I have taken part in a life changing experience and would encourage anybody to grasp the chance. I have discovered that it is courteous, if not vital, to speak a foreign tongue".

Alex (Germany)

"There were many benefits from my stay in Germany, the main one being experiencing work in a multinational company overseas, and it has given me an insight into potential career paths in the electrical industry, as well as being a great self-esteem booster".

Laura (Finland)

"The experience has changed my life. I met new friends, learnt a lot about myself, learnt many new skills, even changed what I want to do in my career".

Other ways we help students prepare for the global workplace:

Entertaining Overseas Visitors in our training restaurant gives our catering and hospitality students practice dealing with non-English speakers in a working environment.

Integrating our International Students into class groups means local students learn about other cultures and workplace practices.

Job Search Workshops encourage students to widen their horizons and raise their ambitions in looking for employment opportunities.

Maximising the Benefits of the International Student Experience

ThEa – the use of Theatre as a tool for integration – is an EU-funded Grundtvig Learning Partnership. Over a period of time our international students in ESOL (English for Speakers of Other Languages) collated examples of difficult situations, which were then improvised by our Acting and Performance students. The two groups of students worked together to produce solutions which would lead to greater self-confidence and social integration.

"Student Views"

Acting and Performance students said:

"An educational experience which renewed my knowledge of improvisation."

"This was very helpful because, as an actor, I should always be driven to create new ideas in a situation which I cannot prepare for."

"A positive learning experience for both parties."

ESOL students said:

"It was fantastic because we spoke English and role-played."

"It was useful and helped us learn English."

Further shared activities included an introduction to Burns and a ceilidh, as well as the traditional annual cultural programme.

Enhancing the College Profile and Optimising Staff Expertise

ThEa has enhanced the College profile as a key player in multinational partnerships and is helping to optimise our staff expertise.

This successful partnership with

**Our Vision:
To position Dundee College as an
acknowledged major player in the global
educational marketplace.**

colleagues in Sweden and Germany has led to work-shadowing opportunities for our staff, exciting new proposals for collaboration cross-College, and offers of a wider partnership with Lithuania and Slovenia, which will not only enhance our training programmes with new materials and methodologies but also allows students and staff to develop professionally in an international arena.

**Ensuring a Significant
Contribution to
College Income**

In recent years College staff have developed a project pathway model which develops and extends from one project to another, building on established partnerships and our international reputation. This slow but sure approach is illustrated by a number of different series of projects which have been financially extremely rewarding for the College, and have enabled us to develop

materials, enhance our delivery programme and offer added value to our students. For example:

A cluster networking model for our SME contacts in the Biotechnology industry within Tayside led to a request for a transfer of the model to three regions of Poland which led to one of our Polish colleagues requesting a contractual collaboration with us to deliver a wider range of commercial training in Poland.



Scottish partners in one project about e-learning methodologies introduced us to their partners in Lithuania which led to a request for our help in developing European qualifications in Painting and Decorating.

Contacts through Swedish colleagues on a Disabilities project have led to collaboration in Health and Social Care and the signing of a Memorandum of Understanding with the Centre for Research and Innovation in the City of Linköping, as well as commercial opportunities for our ESOL department.

In recent years, significant EU funding has enabled the College to undertake a range of projects to enhance the learning experience for students; develop new materials and delivery methodologies; and raise the profile of the College nationally and internationally. While the increased focus on supporting new member states has decreased the proportion of European monies we can bid for, we have been exploring and developing new opportunities for transnational partnerships.

It is our aim to achieve recognition of the College's prominence and expertise by its major stakeholders, the international student body, national and transnational partners and funding providers.

These articles show how we are working to achieve our objectives.

While the contribution from transnational partnerships and projects is significant, our local and national partnerships are equally important, both in terms of income generation and in establishing the College as a key player in the educational arena both at home and overseas. The Dundee European Partnership pipeline, funded through the European Social Fund, enables the College to offer seamless progression through training into jobs in partnership with a wide range of local providers and agencies.

**Ensuring Maximum
Efficiency and Income
Generation**

A new International Team within External Relations is currently undertaking a comprehensive review and evaluation of all our international activities and processes. A range of new measures (including: centralised travel arrangements, itinerary planning to maximise networking opportunities, wider staff involvement, and target setting in key countries) will all lead to greater efficiency and increased revenue.

Encouraging Business

Our Customer: Woods of Perth Ltd



Woods of Perth is a well established quality printing company. To maintain a strong position in the very competitive print market Woods review systems and procedures on a continuous basis and have a track record of being prepared to innovate to respond to change.

In March 2008, a business process review evaluating existing work practices, communication procedures, physical layout and training, resulted in the decision to train individual members of staff as technical coaches in the workplace in two areas of activity:

- The design of standard operating procedures for staff.
- The skills of coaching to those standard operating procedures.

The Solution:

Dundee College was asked to transfer knowledge to Woods supervisory staff about management techniques and learning development to improve business processes and upskill operational staff. This included:

- Developing the skills of the technical coaches in instructional techniques and effective communication so that best practice could be adopted consistently across the company.
- Identifying the challenges faced by the supervisors in their roles and in knowledge transfer.
- Identifying and producing standard tailored operating procedures using the national occupational standards for bindery and pre-press as a framework for those procedures.
- Delivering coaching skills to managers and supervisors to ensure the techniques were embedded within the company.

What our customer says:

Alan Arnot, Production Manager Woods of Perth Ltd said, "The impact of having standards in place means that staff are aware of what is expected of them, supervisors have a benchmark against which performance can be reviewed and the supervisors have the skills to enable that review to take place effectively."

Our Customer: NHS Tayside, Health Protection Team, Directorate of Public Health



The main role of the Health Protection Team of the Public Health Directorate, NHS Tayside is to carry out surveillance, prevention, investigation and control of communicable disease across Tayside. In relation to this the Team also provide advice, guidance, information, education and training in the prevention of communicable disease and infections for a wide variety of NHS and non-NHS professionals (including care homes), partners and the general public. Dundee College has worked collaboratively on a number of highly successful initiatives, including the Health Care Academy.

Our Vision:

To operate a dynamic business strategy to strengthen the institution and to contribute to local economic development.

The Cleanliness Champions programme is a work based learning package used to facilitate the transfer of infection control knowledge and best practice, primarily to NHS staff across Scotland. The aim of the programme was to reduce the level of infection in the NHS.

In collaboration with the education arm of the NHS, NHS Education in Scotland (NES), and the Tayside Health Protection Team, Dundee College has carried out a pilot exercise to extend the training to the care homes sector and to evaluate the delivery of the Cleanliness Champions Programme in Tayside.

The Solution:

Key to the success of this pilot was the approach which Dundee College developed to support individual learners from private and public care homes to enable them to study whilst continuing to

work on a full time basis. The approach delivered was to the benchmark standard set by the NHS and included:

- Dundee College tutors undertook the Cleanliness Champion Training Programme and work placement prior to being allocated a case load of candidates to mentor.
- Material was created to support the transfer of knowledge and to encourage learners to reflect on existing practice.
- 24 participating learners were supported to identify and incorporate planning opportunities for changes of practice resulting from the new knowledge gained.
- All learners had access to their mentor within and outwith the workplace on a continuous basis through a combination of visits, the use of a virtual learning environment (VLE), telephone and e-mail contact.

Despite ongoing challenges faced by organisations releasing

The Transfer of Knowledge (KT) from Scotland's colleges into the economy is a strategic priority for the Scottish Government, the Scottish Funding Council and Scottish Enterprise. Dundee College is developing a number of initiatives and models of engagement with enterprises locally, nationally and internationally to support this, including: being the first college in Scotland to develop Formal Knowledge Transfer Partnerships (KTPs); Consultancy and bespoke training / staff development for companies and organisations; Industry-specific course provision; and the establishment of joint training facilities with manufacturers.

These case studies illustrate how our work with two local organisations has led to greater efficiencies within their working environments.

staff and being able to allocate "protected" time for study, there was an 87% pass rate within the allocated period of 3 months.

The impact of the project:

- Increased knowledge and awareness of Care Associated Infection.
- Learners have influenced and implemented change within their workplaces.
- A number of Care Homes have an identified and qualified Cleanliness Champion who has the responsibility for ensuring that infection control training and education is delivered to Care Home staff.
- An identified need for more training.

What our customer says:

This project was extremely successful and Dundee College's contribution was endorsed by Shona Halley, Senior Health Protection Nurse Specialist, Health Protection Team NHS Tayside. "Dundee College has once again responded positively to the needs of local businesses by providing an excellent all round service tailored to meet their needs".

Encouraging Partnerships

Skills Development Scotland Partnership



Scotland's new skills body, Skills Development Scotland (SDS) will deliver comprehensive information, advice and guidance for careers and learning as well as extensive support for skills development. The College's current collaborative work with SDS is via their National Training Programmes: Modern Apprenticeships; Training for Work; and Get Ready for Work.

Modern Apprentices

We offer training for many careers including: Accounting, Business & Administration, Care and Children's Care, Vehicle Maintenance and Repair, Vehicle Body & Paint Operations and Professional Cookery with local businesses. These are offered by

various methods of delivery, tailored to meet the requirements of both the individual and their organisation.

We also deliver modern apprenticeships with Construction Skills; Scottish & Northern Ireland Plumbing Employers' Federation (SNIPEF); and the Scottish Electrical Charitable Training Trust (SECTT).

Training for Work

This initiative provides training support for people who are unemployed and actively looking for work. The College offers short interventions (6-8 weeks) to prepare trainees to work in the Health Care sector (see article on Health Care Academy under Encouraging Employability, page 14), Customer Service and Contact Centre environments (see article on Talking Tayside Partnership on this page) and the Passenger Carrying Vehicle (PCV) industry.

All of these initiatives are successful, with trainees securing and sustaining employment after their training at the College.

Get Ready for Work

Through this initiative to help young people (16-18) to move into a job or full-time training course, the College offers 10-12 week vocational work placements with local employers, after which trainees progress onto the Skillseekers initiative and follow a Scottish Vocational Qualification at Level 2, embark on a full-time course at the College or employment with the placement provider. Over the past year we have had successful placements in the Hairdressing, Motor Vehicle and Early Years sectors.

Talking Tayside Partnership



The College is a founder member of Talking Tayside - a public/private partnership established to develop and promote the contact centre industry in Tayside - and now leads the Education and Training strand of the Forum.

Local employers have contributed to the design, content and structure of the pre-recruitment training programme and this ensures that candidates who meet all the competencies outlined in the programme are ready for employment. This is recognised by the guarantee of an interview by local employers for all candidates who successfully complete

Our Vision:

To operate a dynamic business strategy to strengthen the institution and to contribute to local economic development.

the programme and gain the Talking Tayside Certificate which is endorsed by all the partners.

Our Talking Tayside Partners

British Telecom, Sitel, Tesco, Norwich Union, Halifax Bank of Scotland, The Pension Service, HM Revenues & Customs, Jobcentre Plus, Skills Development Scotland and Scottish Enterprise.

The College recently won the prestigious Best Contact Centre Training Award for 2008 at the annual Talking Tayside Gala Awards Dinner held in the Dundee Hilton in November 2008.



The Dundee College team celebrating winning the Talking Tayside Award, with Brian Taylor (BBC)

The College also delivers customised training for employers and work-based qualifications. Our employer client group includes Tayside Police, Tesco, Alliance Trust, Tolkheim, Scottish Water, P & O Ferries, Tourist Board Training and the University of Dundee.

Community Planning Partnership (CPP) with Dundee City Council

In partnership with Dundee City Council's economic development department the College delivers a number of European-funded projects, primarily aimed at helping those who are currently out of work and looking to progress into employment, via the Community Planning Partnership.

Partnerships with industry and with public and community bodies are key to the success of our development activities to establish our reputation as a major player in the economic development of the city and to secure income from non grant funded sources.

The College has engaged with many partners to deliver training to a wide range of participants including, school leavers, adult-returners, lone parents, and long-term unemployed as well as catering for the needs of employed people by offering a range of opportunities to develop and enhance their skills within the workplace. These pages focus on our work with some of our public sector partners, namely, the new Scottish Government's skills agency, Skills Development Scotland (SDS), Talking Tayside, the local contact centres' forum, and the Community Planning Partnership (CPP) with Dundee City Council.

The College is one of a number of partners in Dundee's "Employability Pipeline" which comprises 8 stages (from initial referral through specialist interventions, training and work placement opportunities) leading to employment.

Once successful participants are in employment, the pipeline partners offer an "in work aftercare" service. The College involvement includes employability skills training, pre-

apprenticeship training, training for lone parents and those with disabilities, training for people accessing College and employability (PACE), the Dundee academies and a number of progression programmes for participants.

Encouraging People

Professional Development Manager

The post of Professional Development Manager was created in May 2008 to raise the profile of continuing professional development (CPD) and to support the development of a culture of life long learning.

The role will support the continuous enhancement of the learning and teaching skills of the lecturing staff and aim to provide managers with the opportunities to develop the knowledge and skills they require to be effective in their roles.

CPD Programme

College staff have access to a wide variety of learning and development opportunities through the College CPD programme, Scotland's College's CPD programme and other external course provision. These range from mandatory training to specific study to meet individual development

needs identified through our Staff Review and Development system.

Activities relating to organisational development are also regularly scheduled.

The College CPD programme often employs the skills and expertise of College staff in the design and delivery of sessions.

In 07/08, forty teaching staff were working towards attaining formal qualifications (initial and extended) in teaching and learning, delivered within the College and at Dundee University.

College staff are also engaged in external courses leading to Professional Development degrees; professional certification; and vocational upskilling.

Health, Safety and Wellbeing

The promotion of a positive health and safety culture within the College is a key

objective of our Health and Safety Team. Recent initiatives and activities include: the sharing of good practice through external links with other educational establishments; on-going updating of developments in Occupational Safety and Health, through membership of Tayside Integrated Safety Association; regular updating of the College Health, Safety and Wellbeing Policy and related procedures (available on the College intranet); and the delivery of training sessions for staff and students.

Customer Care

For many years a Customer Care Steering Group has led initiatives to establish, promote and embed the ethos and principles of customer care in all our operations. This includes regular surveys of customer satisfaction and awareness raising sessions as part of the College CPD programme.

Healthy Working Lives (HWL)



Having achieved the Silver award for SHAW (Scotland's Health at Work), the College is compiling a folio to qualify for Silver for the revised HWL scheme. Since session 2004/5, a staff working-group, has initiated, organised and supported healthy initiatives in the College workplace. The inter-disciplinary group, chaired by a member of the executive, includes representatives from support services (HR, catering, estates and finance); the academic areas concerned with nutrition, health, sport, hair and beauty; and from both the Staff and Students' Associations.

Recent events include dance taster sessions; on-site massage; after-work "Decompress Classes" (to improve posture); circuit training and swimming sessions at Gardyne Campus; de-

Our Vision: To be the “first choice” employer, both locally and across the college sector.

stress tasters of Indian head massage, hand and neck massages; and roadshows on healthy eating and men's health. Future initiatives include a cycle to work scheme, blood donor sessions and Eat for Success.

The group also works with the Staff Association to support the participation by college teams in many fundraising activities.

Over £10,000 was raised by the College staff team at the 2008 Race for Life held in Camperdown Park.

This will purchase equipment to treat patients in Ninewells Hospital. World famous oncologist, Professor Sir David Philip Lane, University of Dundee, and Chief Scientist, Cancer Research UK, accepted a cheque from representatives of the College team.



A Dundee College team of 13 riders participated in the most recent Dundee Cyclathon raising £734 for Cancer Research at the Wellcome Trust, Dundee. The previous year's team raised £450 for Spina Bifida Research.

Staff Recognition Awards

A staff recognition scheme (STARS – Staff & Team Awards Recognition of Success) has been developed by the Customer Care Group to celebrate and reward the hard work, loyalty, dedication and achievements of staff. Individual and team nominations will be assessed under four categories: Customer Care and Mutual Respect; Working with External Partners; Impact on the Student Experience; and Community Contribution.

The inaugural awards will be presented at a celebratory gala dinner at the end of session 08/09.

Staff are critical to the success of the College and we place great importance on the overall staff experience.

Staff play a key role in ensuring that students have the best possible learning experience and that colleagues, employers, external partners, corporate clients and other stakeholders receive a high quality service. We want to ensure high levels of corporate commitment, personal motivation and professional performance at all times.

It is our aim to maximize full staff potential, and inspire success through dynamic leadership; personal and professional development; team empowerment; and open and effective communication.

Review and Relaunch of Staff Association

Session 07/08 saw the relaunch of the College Staff Association.

After an extensive staff survey to research what staff wanted from their Association, and with support from College management, a new reinvigorated Association is now in operation, serving a much increased membership.

Benefits include a varied programme of events, a discount scheme with local retailers and weekly prize draws, all publicised on the College intranet.

Healthy Eating Award

KC, the College training café bar/restaurant at Kingsway Campus, was the first eatery in Tayside to achieve the Scottish Consumer Council Healthy Living Award. This recognised our commitment to providing healthy nutritious meals with reduced levels of fat, salt and sugar. The College has long promoted healthy eating, through initiatives like Healthy Breakfast, a chef's club which takes cookery workshops to local schools and integrating REHIS training into the curriculum.

INCOME & EXPENDITURE	2006/07	2005/06
	£000	£000
INCOME		
Funding Council grants	19,444	18,335
Tuition fees and education contracts	3,607	3,595
Other income	3,900	3,506
Endowment and investment income	327	469
Total income	27,278	25,905
EXPENDITURE		
Staff costs	17,054	16,477
Exceptional restructuring costs	35	532
Non-exceptional restructuring costs	6,278	-
Other operating expenses	6,877	6,648
Depreciation	2,030	1,329
Total expenditure	32,274	24,986
Surplus/(deficit) on continuing operations after depreciation of assets at valuation and disposal of assets and tax	(4,996)	919
Transfer (to)/from revaluation reserve	7,322	472
Amount carried forward to I&E account	2,326	1,391
BALANCE SHEET		
	2006/07	2005/06
	£000	£000
Tangible Assets	28,379	28,314
Current Assets		
Stock	3	4
Debtors	1,333	764
Cash at Bank	5,388	9,726
Creditors: falling due < one year	(2,271)	(4,552)
Net Current Assets	4,453	5,942
Total Assets – Current Liabilities	32,832	34,256
Provisions for Liabilities and Charges	(4,672)	(4,722)
NET ASSETS	28,160	29,534
Deferred Capital Grants Reserves		
Revaluation Reserve	11,371	18,693
General Reserve	7,611	5,285
Total Reserves	18,982	23,978
TOTAL	28,160	29,534

Financial Analysis

In the Financial Year 2006/07, the Board of Management of Dundee College approved the accelerated write-off (impairment) of £6.3M from the Balance Sheet value of three sites – being Constitution Road, Graham Street and Melrose Terrace.

In the longer term these sites will be disposed of and, in accordance with the College's Strategic Plan and Estates Strategy, be replaced with a new state of the art Campus at Gardyne Road.

The impairment is in keeping with accepted accounting practice, and in line with the College's medium term financial forecasts. Although the impact of the planned impairment is to turn the College's operating surplus of £1.3M into a deficit of £5M, the underlying financial health of the College is strong. The operating surplus for 2006/07 was better than anticipated, and the highest in the history of Dundee College. The College has strong Balance Sheet and cash balances, and is financially secure.

For the period of the current Strategic Plan – 2008 to 2011 - Dundee College plans to operate in deficit - in which largely, due to our Estates Strategy, expenditure will exceed income. These plans have been approved by the College Board of Management, and in addition have been shared with the Scottish Funding Council, via the College's Financial Forecast Return for 2007/08 to 2010/11.

Dundee College, once operating in a two-Campus estate, plans to be in surplus for 2011/12.

The publication of all Scotland's Colleges' financial results for 2007/08 is embargoed, until approved by the Scottish Government.

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Constitution Campus
Dundee DD3 6TB

Graham Street Campus
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Melrose Campus
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Gardyne Campus
Dundee DD5 1NY



Dundee College is a charity registered in Scotland: No. SC021188.
Certain projects managed by Dundee College are supported by European Funding.