

**University of Huddersfield XCRi Steering Group Meeting**  
**21<sup>st</sup> January 2010**  
**Start time: 1400 hours**  
**Finish time: 1520 hours**

Present: Steve Challenger (Chair) Joanne Charlesworth, Chris Parkin, Judith Davison, Jimmy Dane, Brian Hackett, Jenny Grainger, Jim Yip, Scott Wilson and Joanna Puzo  
 Apologies: Tim Thornton, Alan Paull, Roni Senior and Julie Morley

<b>1.</b>	<b>Welcome and Apologies</b>	
<b>2.</b>	<b>Summary on XCRi activity at Huddersfield</b> , Chris reported that he was setting up the infrastructure for the University to test the system. Chris had purchased a windows server for users to be able to query course data. The XCRi schema has been produced and seems a valid output. A Blog has been set up and being marketed for those involved in projects in West Yorkshire.	
<b>3.</b>	<p><b>Data Quality Issues</b>, Chris reported there had been problems with mapping the data and issues with consistency across the courses. There are 18 Description fields within IPP, which describe each course. These fields are used inconsistently across courses, sometimes appearing, sometimes not. There are 9 'core' fields which are used to describe courses on the website, however even these have gaps and the quality of information in these fields varies greatly.</p> <p>The difference between the website and the paper prospectus also needed to be managed. There is a University issue of how schools manage the process and they each have different systems and cultures. Members commented that in many schools the marketing staff are too far removed from the data collection.</p> <p>Chris noted that by putting the data in its current format through XCRi it would be an easier way to identify the problem areas which can then be taken to the appropriate school for correcting.</p> <p>It was <b>suggested</b> to draw a graph by schools showing the number of courses they have on the website, the number listed on hotcourses, the number in the prospectus and the number on the UCAS website to show the differences to the senior management team.</p>	<b>CP</b>
<b>4.</b>	<p><b>Exit Strategy Planning</b>, The funding ends on 31<sup>st</sup> July and there will be some outstanding work post July including a newer version of XCRi to be implemented.</p> <p>Steve noted the recommendations that Chris asked the group to consider. 6.1, The University needs to make a decision about how we will publish the information once it has gone through the process. It was suggested to set up a user group across institutions.</p> <p>It was <b>AGREED</b> to endorse the first recommendation (6.1)          It was <b>AGREED</b> to set up a University sub meeting.</p>	<b>JG</b>

	<p>Members discussed how IPP is used and whether this can be taken out or another system used.</p> <p>7.1, Steve noted recommendation 7.1 and Chris confirmed that XCRi could support the website marketing and could be used for the CPD using the CPD framework. In this format it can be passed easily to our partners and to business link. It was <b>AGREED</b> that this recommendation would be a question for Tim Thornton.</p> <p>8.1, Chris reported that the University would need to consider how the system will continue post July. There will need to be a named person that takes ownership of any updates, Judith noted that her team are the owners of the data but don't have the expertise required.</p> <p>It was <b>AGREED</b> to take forward this point to the next meeting and discussed with Tim in attendance.</p>	<p><b>SC</b></p> <p><b>Agenda</b></p>
5.	<p><b>Objectives for the Next 3 Months</b>, Page 4 of the summary activity was referred to with the five activities to be taken forward. These included refining IPP to get more meaningful outputs. Creation of additional outputs, collaboration for other partners, preparing for the next XCRi event which will be held on 19<sup>th</sup> April and developing the supporting documentation.</p>	
6.	<p><b>Update on XCRi in West Yorkshire</b>, Chris reported that the University of Bradford had shown interest in XCRi and how they can use it for marketing. Kirklees College is re-designing their website and Leeds Trinity University College had implemented IPP and wants to use that for XCRi.</p> <p>Chris would be contacting other institution to raise awareness of the blog and the users that have started using XCRi.</p>	
7.	<p><b>Update on XCRi Nationally</b>, Scott reported that hotcourses had developed a pilot system which was not in the public domain yet but that the University could use as a test. UCAS will be launching their website in XCRi format shortly.</p> <p>Other networks that are working on XCRi include Liverpool, Higher York and universities in the Netherlands.</p> <p>There is an online validator that can check data called "Schematron" and it will suggest the correct fields.</p> <p>JISC had committed £40k for 4 prototype projects to be completed by the end of July. These include course packages for engagement with employers and engagement with external providers. This was being led by Ruth Drysdale and an announcement would be made soon on these.</p> <p>There would be additional JISC grants that could be applied for later in the year. Joanne Charlesworth <b>AGREED</b> to find out more about the funding opportunities</p>	<p><b>JC</b></p>
8.	<p><b>AOB</b></p> <p>It was <b>AGREED</b> to circulate send some dates for the next meeting in April and then the final meeting would be held in June.</p>	<p><b>JP</b></p>