

West Yorkshire Lifelong Learning Network

Minutes of the Staff Development Task Group

Wednesday 12th January 2011

Start time: 1100 hours

Finish time: 1230 hours

Present: Joanne Beaumont (Chair), Lindsay Fraser, Neelam Mirza, Billy Khokhar, Claire Soppelsa and Joanna Puzo

Apologies: Ann Sullivan, Angela Thompson, Judith Foreman, Martin Plant, Anne Dunkley and Janet Walker

		Action
1.	Welcome and introductions The Chair welcomed members of the Staff Development Task group to the meeting.	
2.	Confirmations of minutes of the meeting held 20th October 2010 The minutes of the last meeting were AGREED as an accurate record.	
3.	Matters Arising Minute 4. Jo confirmed that the annual HEFCE report 2010 had been sent to HEFCE in October. To date the WYLLN have not received feedback from HEFCE.	
4.	Update on Programme of Events for 2010/11 – thoughts so far <ul style="list-style-type: none"> • Apprenticeship week event – 4th-11th February 2011, this event is provisionally booked at the University of Huddersfield on Friday 11th February and will be led by the WYLLN Sector Officers. Nationally during the week there a number of events so the WYLLN are looking to complement the other events being organised. The invites for the event will need to go out shortly if the event is going ahead. • Admissions and Pathway event (joint with Aimhigher) – late May, this will be held at the University of Leeds. Jonathan Higgins the Aimhigher Director had spoken to Claire who reported that the event could possibly be an exchange of data from colleges and universities, including increased knowledge of course content, demand and communication. Following a discussion it was agreed that Claire would check with Jonathan on the audience for the event and to suggest that schools also be invited. Neelam suggested that themes could include fees and the different questions that IAG advisors/ tutors are likely to be asked around the changes to the fee structure. Claire noted that Aimhigher were putting together a leaflet about fees and how this will affect students in Higher Education. The fees of each university are still unknown and this may not be known at the time of the conference. Therefore the message would need to be about policy and advice for students and whether HE is actually the right path for them when there will be a lot of students that are not accepted and will need an alternative. A message about the future of WYLLN and Aimhigher would be given. The Aimhigher project Pathways to Professions could also be included. 	

	<p>In summary the target audience for the event would be IAG advisers (schools, colleges, and careers service) and academic staff who provide student support. Event topics include to include:</p> <ul style="list-style-type: none"> • Update on arrangements for fees and loans. Provide local examples where possible • Types and structure of courses/qualifications likely to be available. Highlight any changes to admissions/entry criteria occurring as a consequence of policy changes e.g. 5 GCSEs threshold that some univs are moving towards. Foundation degrees likely to be available through colleges in the main. Part time options for 18 year olds etc. • Implications for IAG – what kinds of questions should advisers, students and parents/carers be asking when making choices. What framework should IAG advisers be working within • Presentation on the joint A level students in FE • Presentation of the Pathways to the Professions • Update on how Aimhigher and WYLLN activities may/may not be proceeding <p>The date will be agreed between Aimhigher and WYLLN at the end of May 2011.</p> <ul style="list-style-type: none"> • Annual Conference – late April 2011 (15th April 2011, Norcroft Centre at University of Bradford) <p>It was noted that the Leeds’ school/college Easter break may clash with this date and this will be reviewed by WYLLN. Following a discussion members suggested that potential speakers may include HEFCE a politician, HPI, HEA, and LCR/LEP. It was agreed that a programme will be circulated to members for comment. If the programme does not permit the inclusion of sector showcase and HE STEM dissemination events then smaller seminars for these will be held in June.</p> <p>WYLLN is also now linked to the HE STEM funded Magic Maths project being led by Stella Cottrell at the University of Leeds and will be advertising staff development events for this project.</p>	
5.	Budget update, This was noted for information. The planned activity budgets were estimates at this time based on previous events.	
6.	Date and time of next meeting Following a discussion it was agreed to change the date of the next meeting to May 2011.	
7.	AOB	
	There was no other business.	