

West Yorkshire Lifelong Learning Network
Minutes of the Credit Sub Group
Held on 10th June 2010
Start time 1400 hours
Finish time 1520 hours

Present: Joanne Beaumont (Chair), Simon Thorpe, Jenny Share, Ian McGregor-Brown and Joanna Puzo (note taker)
Apologies: Geoff Barker-Read, Vicki Illingworth, Lesley Barlow, Vaughan Minshull, Judith Foreman

1. Welcome and introductions

The Chair welcomed members to the eighth meeting of the Credit Sub group.

2. Minutes

It was **RESOLVED** to approve the minutes of the meeting held on 29th January 2010.

3 Matters Arising

There were none

4. WYLLN update

- Higher Level Skills Coordinator posts x 5

Jo reported that there are now 5 co-ordinators in post. The post in Wakefield has just started this week and the Kirklees post holder after a short term of sickness had decided to take early retirement. Kirklees LA are looking to fund half time post. Jo noted the roles regarding links to employers and raising the awareness of higher level skills. In Leeds the role is slightly different as Ian is based at the Leeds Chamber. Ian noted he was getting a lot of positive employer engagement with a number of specific project for accreditation of in-house training moving forward.

It was noted that Leeds Trinity University College now have their own awarding powers and Jenny considered that accrediting employer based training may be an area for the institution for the future, however with expected cut backs it was not known at this stage what the priority areas would be. The QCF framework was noted and how institutions are using this, Simon noted that Leeds College of Art is not using the framework.

CMI and ILM have expressed an interest to work with some of our HE providers to award their professional training and to transfer credit gained in the QCF to the FHEQ.

It was **AGREED** to email members a copy of the Leeds City Region paper. The Leeds City Region has now formulated its Employment and Skills Board, and the skills strategy is out for consultation. The WYLLN Management Board is keen that WYLLN continue to communicate with the Leeds City Region.

Jo Charlesworth and Chris Parkin from WYLLN have been working on a CPD portal with some JISC funding. A concept of the portal has been created with three institutions' CPD offer. The portal could be a central point for presenting the HE sectors CPD offer. The portal has been presented to the SAF and the Management Board and both groups were interested. The Board has requested a scoping paper to be produced.

The portal could potentially be very valuable to agencies such as Business Link to signpost employers to the HE CPD offer. In future, the National Learning directory and other central 19+ directories will not carry the HE offer as they will be focused on SFA funded provision. The portal currently allows the user to search by location, course, and key words of modules.

The Health and Social Care flexible framework is being developed through collaboration between W partners, NHS Trusts and the SHA. The portability and transfer of credit and APEL are strong theme shaping the curriculum developments being implemented.

Ian noted the Maths enhancement course and the Masters in Teaching & Learning are examples of

collaboration across WY providers in regard to credit transfer and the recognition of common credit.

Jo reported there are 86 recognised progression agreements approved with a further 20 out in the pipeline. When all the work is completed this year the total number of progression agreements will be 199 achieved by the end of the 3 years of WYLLN. The October report to HEFCE will need to report the number of beneficiaries under the PAs and then numbers actually progressed.

It was noted there should be 27 PAs as a consequence of higher level skills. Ian has sent out a questionnaire to employers with a high interest in progression agreements.

Steve is currently having partner meetings to establish institutions commitment to the 4th year of WYLLN, many of the institutions had indicated that they would still use the framework.

5. **Proposal to the Task Group**

The Credit and Progression task group will continue to meet next year on a quarterly basis. Jo asked members to consider whether there was work for this group to undertake and in what format. Following a discussion, members felt that the group had achieved its tasks and goals and that there were no reasons currently for the group to meet next year. The issue of credit has always been a difficult area for institutions and with hard times ahead it may be even more difficult. The group were pleased with the work achieved in the last 2 years and Jenny noted the APEL procedure that Ian had implemented has made a real impact and had increased the number of APEL claims which is very encouraging. Jo noted that Credit could be a standard agenda item for the Task Group and that in the future any small projects required by the Task group could be undertaken by the sub group. It was therefore **AGREED** to disband the sub group in terms of meetings however group members indicated that they would be willing to be contacted should any specific tasks arise. Jo thanked members for their attendance and contribution to the group.