

London Staff Developers Regional Meeting

Notes of meeting held on Wednesday 12 October 2005 at 1000hrs
University of the Arts

Attendees: Emma Bicknell, QMUL; Leni Bjerg, UoA; Ken Bromfield, KCL; Janet Cattini, LSBU; Chris Connelley, LSE; Juliet Edwards, RAM; Clare Hammond, RVC; Margaret Harris, St George's; Sheelagh Hill, Brunel; Beverley Lightley, Roehampton; Tony Manning, Goldsmiths; Eleanor Pirie, UoA; Angela Preston, School of Pharmacy; Jane Sloan, UoA; Susan Small, central University of London; Dara Sugrue, LSC; Elizabeth Tames, UoA; Andrew Taylor, UCL; Jennifer Ugoji, UoA; Glen Wallington, IC; Shobi Warwick, UEL; Matthew Wilkinson, UoA; Serena Yeo, SOAS

Apologies: Jane Crichton, Richmond, Jacqui Macdonald, IoE; Cheryl Myles, TVU, Sue Oke, RHUL; Doug Parkin, LSHTM; Steve Rathborn, IC

Professional development of technical support staff in HE

Matt Levi gave a presentation about his secondment to the Leadership Foundation for HE for six months on a part time basis, to work on the project ***'To develop a business case for a National Framework and career structure for the professional development of technical support staff in HE'***

The project needs eventually to be self-funding and sustainable. Following advice from those involved in CROSS at the University of Bristol, a national survey will open in January 2006 for one month. A good return is needed to make the project viable. All those present were asked to do all they could to gain the participation of their technical support staff.

Andrew Taylor is representing London and the SE region on the managing committee and stressed the need for a core administrative team.

Matthew Wilkinson talked about the work he was doing with technicians at CSM to map skills against IST competencies and how this had been a useful process, akin to carrying out a training needs analysis.

On-line IST/CPD Induction Programme

Andrew Taylor reported that, following an unsuccessful attempt to generate interest in a regional programme, he was invited to pilot the IST's on-line induction programme. The LF is supporting this pilot and those who take part (up to a certain number) will not have to pay the £150 fee. There will be an initial half day face-to-face meeting. Further information will be available soon, via Andrew.

UK HERD (Higher Education Researchers' Development) Meeting

In Neil Walford's absence, Shobi Warwick reported that she had attended the recent meeting of staff developers of research staff. This is an informal group which was set up following the Roberts' report which recommended 10 days of staff development (not subject specific) for all researchers. It allows colleagues to share good practice and focuses on practical issues. The next meeting will be consider training needs analysis. If anyone would like to join this group, please contact:

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Leadership Foundation Services to members

The responses to Ken Bromfield's questionnaire indicated that a number of HEIs did not feel they got much of worth for their subscription to the LF. The two services which were most valued were the on-line resource KnowledgeBank and the JISC mailbase. There was generally a low take-up of the public courses, although the TMP had been deemed to be useful by those who had attended. Institutions undergoing liP also gained an advantage from membership.

Rather than running courses, it was felt that the development of expertise services would be more beneficial. The monthly briefings were also missed; they had been a valuable source of information and reminders about national, regional and local initiatives.

The suggestion, from UCL, that staff who did attend a public LF event should be asked to report back to the wider community was not approved.

Ken would now update the response with the latest replies and this would be sent on behalf of the group to the Leadership Foundation, with an invitation to come and talk to the group. The group would, however, need to be clear and focussed on what services they wished to see provided.

LF Small development project bid

A number of suggestions had been received as potential bids:

- developing a website to share training and development resources and courses, as previously discussed (Neil Walford)
- developing programmes for potential research team leaders/future PI's (Neil Walford)
- major incident planning training/guidance for HODs, PIs (on-line package) (Andrew Taylor)

The second suggestion had already been picked up by someone else and was proceeding. As Neil was not present, no discussion was possible on the first idea, although Susan did think this could be addressed by the SDF's new website.

On the last suggestion, Eleanor Pirie was interested to develop and work up a bid and anyone who was interested is invited to register their interest.

Jane Sloan informed the meeting of her work on developing entrepreneurial skills for managers. She would be keen to draw up a draft proposal and would welcome expressions of interest from other colleagues.

Staff Development Forum

Susan reported that she was working on a website for the SDF and invited suggestions for content. Ken asked that URLs should go directly to the staff development areas of

websites rather than the home page. Colleagues were reminded to let Susan have their URLs for inclusion on the London website. She would ensure this was replicated in any contact areas on the SDF website and ask the LF to do the same on the national site. An economy of scale here would be to have one database of members which could be accessed from the various sites.

Other suggestions included a list of experts/presenters/consultants/coaches etc, with recommendations and contact details of those who were making the recommendation. The search engine should be able to locate publications by key words. A forum for advertising spare places on courses was also suggested, as well as a glossary of acronyms in use in the HE sector.

Learning and Skills Council

Dara Sugrue was welcomed to the meeting. She updated us on her work as a Strategic Skills Broker at London Central where she is now working with HE, FE and Early years.

She was keen to find out from our group what the skills needs were for our HEIs. The LSC had funded Exemplas to work directly with organizations, including brokering provision; liP advice and support and, if appropriate, access to ESF funded projects.

The ESF website which details all the projects on a pan London basis has summaries of the projects here: www.gos.gov.uk

Click European Funding under "what we do"
Click London region on right hand side of page
Click Objective 3 on left hand side
Click Objective 3 programme directory
Click PROJECTS DELIVERY
Click PROJECT STATUS and press LIVE
Click SEARCH
Click on a blue project title for summary of project

Exemplas would be willing to make a presentation to our next meeting in January and the group welcomed this.

Dara also informed the meeting of the availability of level 2 qualifications, currently provided in FE colleges. If a member of staff did not have any level 2 qualifications they were entitled to receive their tuition for free.

Any Other Business

The new central University of London website (which hosts our pages) can now be found here: www.london.ac.uk/sdlondon.html

Dates of Future Meetings

It was agreed to meet at the Learning and Skills Council, Centre Point on Tuesday 24 January 2006 at 1000hrs.

SAS

18 October 2005