

It was also suggested that it would be helpful for the Group to receive information on where money might be under-spent.

Action: Debbie Lambert and Donna Obrey to provide information on projected under-spends for next meeting

5. Projects

It was requested that a coding be included for the colours on the project tracking sheet at future meetings. It was also suggested that an 'NA' would be helpful in boxes such as 'First Monitoring Report' where this was not appropriate.

Bridging Support for BTEC Business Students (Worcester Sixth Form College)

It was recorded that this had been approved via correspondence.

Projects for Approval at this Meeting

Cert HEs in Mobility, Rehabilitation & Communication (Royal National College for the Blind & St Josephs School for the Visually Impaired, Dublin)

It was clarified that although the design of the course would be collaborative, delivery would be separate. It was also confirmed that it was possible to use UW student numbers in Ireland. The project was approved.

MSc Outdoor Education (Herefordshire College of Technology & University of Worcester)

It was acknowledged that this provided a good opportunity to develop Masters provision within the network. The amount of funding was questioned, but agreed that this would allow some release of staff time which would give the best possible opportunity to properly develop the course. The project was approved.

Top up for HND & Equivalent Counselling Programmes (Herefordshire College of Technology, Worcester College of Technology & University of Worcester)

It was noted that the name of one of the team members was incorrectly spelt. The project was approved.

MA in Art Therapies (Herefordshire Acute Hospitals Trust, Worcestershire Acute Hospitals Trust & University of Worcester)

This project was approved, but it was considered that a letter of support from the HPC was essential before the course ran to ensure professional accreditation for the students.

Market Research for Herefordshire (LLN for H&W & University of Worcester)

It was reported that Andrew Corcoran had been asked to carry out this work in his university time as a contribution from UW. He also ran a private consultancy company. It was noted that HCT had an employer engagement manager who may be able to supply information. The project was approved.

Developing Delivery of Managers Awards for Health & Social Care (Community First)

The Group expressed the following reservations:

- The proposal overlaps with existing provision and possibilities of working with other colleges should be explored first;
- Uncertainty of the numbers of students and how they would be funded (LSC or community organisations?);
- Difficulties of delivering to students in different locations;
- Sustainability;
- Seriousness of difficulties caused by September start date.

It was agreed that Liz Davies-Ward should be asked to broker a meeting between Community First and some existing providers of this course.

Action: Liz Davies-Ward to arrange meeting

Report from LLN Funded Projects

Marketing Foundation Degrees in Food (Worcester College of Technology & Pershore College (part of Warwickshire College))

The group agreed to keep the remaining funding available to the project teams. It was noted that Pershore College had changed its name.

Engaging Adult Learner Pilot Project – Interim Report (Herefordshire Council & Worcestershire County Council)

It was agreed that this item should be deferred until the next meeting when the final report was expected.

6. Report on Work in Progress

The Group received written reports from the members of the team. Viv Bell gave a presentation on the progress of the construction of the OOEE. The following comments were made:

- Each college would be able to decide how it wanted to participate;
- Should include a link to 'Disabled Go' which provides a virtual tour and practical advice and information for prospective students and staff;
- Should consider whether one sign on used at a college could provide access to the OOEE as well as the college site;
- The OU could send a representative for the OOEE Executive group
Action: Mike Rookes to supply name of nominee
- A group wider than the OOEE Executive group should consider the marketing and make suggestions regarding the name 'Wider Horizons';
- Will need to try to attract businesses into the environment

7. Proposed Process for Approving e-Learning Projects

Viv Bell introduced this paper which had resulted from discussions with relevant staff in the colleges. It was an attempt to accommodate those who would like to employ an E learning content developer and those who would like to bid for funds to develop projects themselves. This provided for bidding for money to use for either purpose, and included the establishment of a pool of experts in different aspects from the different colleges who could be paid to carry out work using the project funding.

The group approved the proposed project form, subject to the following amendments to the criteria:

- Number 5 should be reworded to say that collaboration should occur where appropriate;
- Each project should meet all the criteria.

It was noted that WCT intended to employ an additional content developer whose expertise could be added to the list.

8. Report on the HE Fair

The Group received the report on the evaluation of the HE Fair. It was agreed that the daytime sessions had been successful, but that it had failed to attract adult learners. It was suggested that a fun morning might be more appropriate for adult learners with provision for children. The LLN should try to target existing networks such as the Worcester Business Club to engage with employers.

9. Update on Aimhigher Activities

The group received the report.

10. Any Other Business

The group approved a proposal regarding the loaning out of LLN laptops purchased for the Engaging Adult Learners Project

The size of the Steering Group was questioned, but it was confirmed that HEFCE had advised on a small group and had been happy during discussions following the annual monitoring report.

The Group received the HWLLN response to a request for information regarding involvement with 14 – 19 Diplomas made by HEFCE.

Debbie Lambert
04/01/08