

Therefore, they were unable to approve any funding for the capital items and requested that the project bid form be re-written as a mentoring project linking with the Aimhigher team. Upon receipt of this, it was agreed that the project could be approved by Chair's Action for £3,000.

Projects for Consideration/Approval

Development of Post Graduate Award in Applied Sport and Exercise Psychology (University of Worcester)

This project is looking to develop short Postgraduate courses for people in work, to be delivered in the evenings and at weekends. The project links with employers and governing bodies.

The Group discussed the merits of the project and subsequently approved the funding on the condition that they look to involve partners in the project.

Research Methods Course Support by E-Learning (University of Worcester)

DL summarised that this project was looking to develop research methods materials, supported by eLearning, at Masters Level. The Group discussed whether this was one of the main focuses of the LLN and felt that these materials should already be available. They agreed that they would prefer to fund a project evaluating the quality of existing materials in this area and were unclear why the research methods could not be made generic for use by others.

This project was not approved.

A study of the impact of locally delivered HE on students, their families and the community (University of Worcester)

Funding was requested to evaluate the impact of HE delivered in rural communities.

The Group felt this was an interesting project and subsequently approved a contribution of £3,000 to cover the cost of the Research Assistant for Phase 1. They requested that the Project Manager be encouraged to approach the local LLN to seek further funding for this.

Employer Engagement at the HE Fair in October 2009 (Chamber of Commerce)

DL advised the Group that this project has been submitted to assist the LLN in securing a number of employers for the Step into HE Fair in October 2009. DL informed the Group that this is the first year that there has been a separate Exhibition Hall for Employers and to date there are 5 employers signed up.

The Group welcomed a project bid from the Chamber of Commerce but did not feel this was the right project and felt that it would be more beneficial to fund something that would add value or involves interacting with employers.

This project was not approved.

FDA Art and Design (Ludlow College)

This project requested funding for the development of an FD in Art & Design. It was noted that the Group had already funded similar developments, however it was acknowledged that there was a significant travelling distance from the other colleges.

The Group questioned how many students they are anticipating and requested that they initially undertake research to establish whether there is a demand prior to undertaking the course development.

The Group suggested that they could look to run the first year of a course at Ludlow with students completing the course at HCA or UW. If they work in partnership with HCA, this would allow students to have access to more specialised equipment.

The Group were unable to authorise the capital request but approved a contribution of £3,000 as it was felt that a lot of the course materials are already available.

Blended Language Learning Consortium (University of Worcester)

The Group were unable to discuss this project in any length as the form was incomplete with a number of the sections left blank. However the Group felt that the project was not developing HE or progression and were therefore unable to authorise any funding for this project.

e-Learning Bid - Developing e-Learning Materials for HSC Foundation Degrees (Evesham & Malvern Hills College)

DL informed the Group that this project is focussed on delivering elements of the FDs in Early Years and Learner Support as blended delivery. The project form highlighted that this will involve a number of partners which was welcomed by the Steering Group.

The Group approved funding of £8,000 for this project on the condition that the course content is shared with all partners delivering the courses as they were unable to agree with the intellectual properties detailed in the proposal.

Action: DL to contact E&MHC to advise regarding the Intellectual Property and request that they ensure that they work with all partners delivering the two courses.

e-Learning Bid - Supporting Students with Disabilities in HE – Second Life Conference, Exhibition and Workshops (Royal National College for the Blind)

The Group raised a number of questions relating to this project:

- How long will they have the virtual space as it is rented?
- What is the relationship between this project and the LSIS project – i.e. how does this funding differ from the money they are requesting in this project form?
- What are they hoping to gain from the project?
- What are their target numbers?

The project could not be approved at this time as the Group required clarification in response to the questions raised.

Bridging Project

DL provided a verbal update with regards to the Bridging Project. They currently have 12 people attending the meeting on Friday to talk about different models of bridging. The consultant is going to pull together all of the things that have already been produced which includes the University of Birmingham website and the Openings courses at the Open University.

DL is anticipating that a project funding request will result from this meeting, it was therefore agreed that this could be circulated to the Group for comment/consideration via email prior to the next meeting.

Project Closure Forms

The Group received a project Closure Form for the Research into the Demand for Taught Doctorates project. It was noted that the report resulting from this project is available on the LLN website.

Interim Update on Projects not yet Completed

The Group noted the interim updates on the projects that have not yet completed which were circulated with the papers. The ICT and e-Learning updates were tabled at the meeting.

DL informed the Group that there were a couple of ICT and e-Learning updates still missing. In addition the Group did not receive updates for the Leadership & Management and Progression & Learner Support projects. DL advised that any missing updates would be provided for the next meeting.

Action: Viv Bell and Bob Parker to supply any missing project updates to the next Steering Group Meeting

6. Draft Tender for Consultancy Work

This draft tender incorporates all of the consultancy work required to be undertaken in the areas of employer engagement, 14-19 Diplomas and bridging. Due to the cost of this, DL advised that this must go out to tender with a view to the work being undertaken from September 2009. Companies are being invited to tender w/c 6 July.

IP recommended a research centre at the University of Warwick who have produced good research in the past.

7. Update on Progression Agreements

The Group noted the update on Progression Agreements and expressed concern that the targets might not be achieved.

8. Update on Aimhigher Activities

The Group received the update on Aimhigher Activities. GE also provided a verbal update advising the Group that Aimhigher have 3 summer schools running this year in Sport, Drama & Creative Arts, and Health.

9. Any Other Business

Future Meetings – It is anticipated that the next Steering Group meeting, being held in September, will be the final meeting where projects are approved. Therefore, DL proposed that following this these meetings be held every 3 months rather than 2 months. The Group agreed this proposal and established that future meetings would be held in December 2009, March 2010 and June 2010.

LLN Directors Forum – DL summarised an email she had received from the LLN Directors Forum requesting a contribution of £200 for an article in a national publication. The Group did not approve this funding.

10. Date of Next Meeting

Tuesday 6 October 2009 at 10am (Room TBA, University of Worcester)