

# South Adult Learning Partnership

## Minutes of Meeting

**Location** Glasgow Clyde College – Langside Campus

**Date & Time** 3<sup>rd</sup> December 2014 at 10am

### Present

Michael Alford - Chair (Glasgow Life), Pat Urquhart (Glasgow Life), Emma Collins (Village Storytelling), Rowan Maguire (Glasgow Clyde College), Sheila White (Glasgow Clyde College), Mary Rocks (Glasgow Life), Victoria McHard (Glasgow Clyde College)

### Apologies

Celia Fisher (Glasgow Clyde College), Alison McLachlan (WEA), Ruth Forsythe (Finns Place), Maria- Elena Heather (Glasgow Life), Suzanne Wright (Toryglen Community Base), Fiona McGovern (Ardenglen Housing Association), Cheryl McLean (Glasgow Clyde College), Gillian Leslie (Homestart), Frances Bradley (Glasgow Life)

### AGENDA

### ACTION POINTS

No	Item	Description/Action	Person	Action
1.	<b>Welcome and Introductions</b>	The meeting was chaired by M Alford.		
2.	<b>Previous Minutes</b>	Previous minutes were discussed and agreed.		
3.	<b>Funding updates</b>	2 recent requests for funding- Ardenglen and Homestart for crèche money. Both were approved.  Current partners in the South East involved in literacy delivery include Toryglen, Ardenglen, Jennyburn, Larkfield Centre and Langside Campus, Glasgow Clyde College.		



		Platform event happening soon. Rowan to update with further information.	RM	Send information about Platform event.
4.	<b>Further Proposals for the New Financial Year</b>	Cannot to commit any money for next financial year as there is no budget yet. A new application form will be distributed to members for 14/15.		
5.	<b>Staff Development - CPD</b>	A bid was sent in for training – no feedback yet. Ideas for training were discussed and included: ESOL literacy session, Dyslexia/working memory, initial assessments, phonics, literacy and ICT (including use of a shared drive). SW will speak to Stephen with the council to discuss if there is any way to tie in with the work he is doing locally.		
6.	<b>First Steps Volunteer tutor training</b>	<p>First Steps Volunteer tutor training is running well. 19 people were inducted to the programme and they have retained 18. MA enquired about possible literacy classes that would be suitable for a volunteer. The volunteers will be needing a placement in January for 2 hours per week. They will be observed and they will be supported by Glasgow Life. Contact MA if you have an appropriate class.</p> <p>MA expressed thanks to SW for providing the accommodation for this training.</p>		
7.	<b>SALP Logo</b>	<p>The need for the partnership to have a logo was debated. Thoughts included if the expected cost was necessary, and possible disagreements on the design. The majority agreed that no logo was needed.</p> <p>It was agreed that current advertising materials should use the Community Planning logo and state that it is ‘funded by South Adult Learning Partnership through Integrated Grants Funding.’</p>		

		This may be reviewed at a future meeting.		
8.	<b>Glasgow Life Update</b>	<p>Glasgow Life are working with learners across the south side focusing on World War 1, looking in particular at women's roles, personal stories, personal histories and creative writing projects. They are looking to collate some of the work with one of the groups and turn it into a display.</p> <p>Looking into a cultural café to support some of their current learners.</p> <p>Glasgow Life will be restructuring in 2015. Some temporary staff may be moving on.</p> <p>'Aye Write' – 'If I could, I would'. MA is anticipating first time readers to be more involved this year, and hopeful that people who have been involved previously play a more supporting role. Contact Maria- Elena Heather if you would like further details on holding workshops.</p> <p>Program includes a creative workshop, a tie in play, ESOL event and an ALN event. See <a href="#">'ayewrite' website</a> for further details.</p>		
9.	<b>AOB</b>	<ul style="list-style-type: none"> <li>▪ Sheila would like to thank staff who sent in material for the scrapbook for the Education Scotland Review. Feedback will be circulated when the report is finalised.</li> <li>▪ 'Woman into IT' class starting in January at Glasgow Clyde College. Possible fee waiver. Applications are open online.</li> <li>▪ Applications for courses starting in August 2015 at Glasgow Clyde College will open online on 26<sup>th</sup> January 2015.</li> <li>▪ The information that is sent out to all SALP members via email was spoke about and paper copies were made available. Colleagues are encouraged to forward any information to be circulated to Michael, Sheila or directly to Victoria via email.</li> <li>▪ Advert for bank staff for Glasgow Clyde College will be coming out, information will be circulated when it is advertised.</li> </ul>		

		<ul style="list-style-type: none"><li>▪ Date of a future meeting was changed to accommodate visitors from the Share IT project: will now be held on 12<sup>th</sup> March, at Glasgow Clyde College, Cardonald Campus.</li></ul>		
10.	<b>Date and time of next meeting</b>	21 <sup>st</sup> January 2015, 10am, at the Maureen Cope Hall, 201 Ardencraig Road. <a href="#">Map</a>		

Name	Organisation	Email address
Alastair Callaghan	Open Museums Project	Alastair.callaghan@glasgowlife.org.uk
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