

South Adult Learning Partnership

Minutes of Meeting

Location Cardonald Campus, Glasgow Clyde College **Date** 2nd December 2015

Present Daniel Kennedy (JBG), Daniel Serridge (The Village Storytelling Centre), Jim Connie (British Red Cross), Jim Lee (Glasgow Clyde College), Kim Hill (JBG), Maria-Elena Heather (Glasgow Life), Pat Urquhart- Chair (Glasgow Life), Paulina Trevena (University of Glasgow), Sallie Condy (GCVS), Sheila White (Glasgow Clyde College), Suzanne Wright (Toryglen Community Base), Victoria McHard (Glasgow Clyde College)

Apologies Alison McLachlan, Celia Fisher, Charlene Devine, Cheryl McLean, Fiona McGovern, Karen Armstrong, Lucy Kidd, Mary Rocks, Ruth Forsyth

AGENDA

ACTION POINTS

| No | Item | Description/Action | Person | Action |
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| 1. | Welcome and Introductions | Present partners introduced themselves and briefly spoke about their job role. Michael Alford, previous Chair for the South Adult Learning Partnership, has moved onto a new role in West Dunbartonshire. Pat Urquhart from Glasgow Life was thanked by Sheila White for volunteering to be the new chair. | | |
| 2. | Apologies | Apologies: Alison McLachlan, Celia Fisher, Charlene Devine, Cheryl McLean, Fiona McGovern, Karen Armstrong, Lucy Kidd, Mary Rocks and Ruth Forsyth | | |
| 3. | Previous Minutes- Matters Arising | Minutes agreed. Matters arising: South Adult Learning Partnership self-evaluations possibly to be facilitated by Glasgow Life. Aye Write 2016 will have a 'Journeys' theme. More information will be circulated when it has been received. Dates still to be confirmed but it will | PU VM | Add Self Evaluation to next agenda Circulate Aye Write information when received. |

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| | | <p>take place around the end of March. If you have any questions get in touch with Maria- Elena Heather.</p> | | |
| 4. | Project Updates | <p><u>Danny Kennedy:</u> Current Castlemilk Reminiscence group is an informal project with around 10-12 65+ years old women exploring Glasgow's history. Would like to form a male group next year and bring both groups together.</p> <p><u>Suzanne Wright:</u> There was a new Centre Manager appointed at Toryglen Community Base and they will attend a future meetings. Classes are well attended, some have waiting lists and current courses include Literacy, Photography and IT. Community Journalism is coming to an end soon and Suzanne will let the partnership know how the newsletter was went.</p> <p><u>Jim Lee:</u> Currently undertaking EASE Programme- a 3 year Integrated Grants Funded project based at the Langside Campus. It involves assessing learners whose first language isn't English, and helps to place them in a college or community ESOL class. Assessments take place in libraries and community centres in the South of Glasgow. Students will receive an assessment certificate that will be accepted by any other provider in Glasgow. Difficulties include students who are not college ready and have issues with timekeeping and attendance. Programme has completed 241 assessments since 19th August 2015.</p> <p>EASE also provides support sessions for students twice a week. Students can receive assistance with letters, bills, isolation, debt, and housing issues and more. Jim's counterpart for the support sessions at Cardonald and Anniesland Campuses is Rasha Tindal.</p> <p>A pilot is coming soon to change how people access ESOL classes. It will be a single database for Glasgow ESOL provision and will be able to place learners who sign up in a local ESOL class. Will be able to coordinate learners and classes. More information hopefully in January/February 2016. Sallie Condy asked Jim how learners access information: Information is sent out via an EASE mailing list, through Glasgow Life, cafes, libraries, churches and community centres. Refer to Jim if you have any questions or learners interested.</p> | | |

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| | | <p>Govanhill Housing Association will be holding a celebration soon for their current learners. It has been a very successful programme aimed towards learners from the Roma Community with 73 students coming through the programme in 10 weeks.</p> <p><u>Sheila White</u>: The recent 6 monthly reports on the South West Area Taster Programme, Lifeskills programme and EASE programme confirms that enrolment targets will either be met or exceeded.</p> | | |
| 5. | Budget/Funding Update | All purchase orders and invoices should be up to date for this financial year. Contact Victoria McHard if there is anything outstanding. | | |
| 6. | Annual Report Process for March 2016 | No further information on the Annual report. Sheila White will send out template when received. At present, continue to gather information such as gender, ages, postcode, employed/unemployed status, impact statements and case studies. This report will take into account all information up until the 31 st March 2016. Only count students once and all information should be anonymous. | SW | Forward on Annual Report information when received. |
| 7. | Project Proposals for 2016-17 | The date for bids will be around the end of March 2016. Partners were asked to consider gaps in provision when planning your bid. | | |
| 8. | Learner Involvement | Discussions were had about how the Partnership can engage with learners and if we should have a separate meeting or a workshop to involve learners. Partners discussed if our learners would be interested, what is the reason for the involvement, and why bring them together. Further discussion would be needed about what would be in it for the learners and if they would have any opportunities to shape services. An upcoming community consultation that Paulina Trevena is involved in would be a good opportunity to find out more regarding needs in the Govan area. It was also discussed that it might be good to get feedback from learners about the CLD plan for the city. Sallie from GCVS spoke about an upcoming city wide learner involvement event. The North East Partnership will be involved with shaping the event and South learners could be involved with the event if there was interest. | SW | Send out learner involvement offer to gauge interest from learners. |
| 9. | Adult Achievement Awards | The Adult Achievement Awards are a currently running pilot through Newbattle Abby College to award a certificate to learners through the naturally occurring learning process. Four separate groups are currently taking part with Glasgow Clyde College. It involves looking at learning, reflection and styles of learning and it will finish in December 2015/January 2016. Comments and feedback from students will be looked at. There is | | |

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| | | currently no cost for accreditation, it is a flexible process and it could be an avenue for non-certificated classes to be certificated. Contact Sheila if you would like further information. | | |
| 10. | AOCB | <p>GCVS handed out leaflets regarding upcoming sessions: ALN Awareness Raising, Intro to Dyslexia, Dyslexia and Working Memory Training. Contact Sallie or Karen at GCVS if you have any questions or are interested in a session. GCVS could put on sessions for SALP members if there is the demand for it (5 people min, 15 max).</p> <p>Castlemilk Library has a new computer suite. There will be a Christmas party on the 15th December and all are welcome. There will be carols, pies and prize draws.</p> <p>Jim Connie from the British Red Cross spoke about providing First Aid classes to community based learners who are at a higher risk for requiring first aid training e.g. the elderly, people with drug and alcohol problems or people with mental health issues. Classes are tailored to concentrate on the learners needs and focus on what is relevant to them. Courses are 2 hours long (max) and there are resources for ESOL students including hand-outs in their own language. 1500 people have taken part since March 2015 and it has received great feedback. Discussions about barriers to helping people and more would be talked about before the first aid training was conducted so that learners would feel more confident going into different situations. Certificates are provided at the end of the class. Jim Connie is keen to work with partners and prices can be discussed. Jim provided leaflets with further information and is happy for anyone to get in touch.</p> | | |
| 11. | Dates of Meetings 2016 | <p>Next SALP meeting is taking place on 1st March 2016 at 10am in the Langside Campus, Glasgow Clyde College. Please note the change of date.</p> <p>The SALP Funding meeting will be held on 29th March from 10am-12pm. Venue to be confirmed.</p> <p>Future meetings will be held on 7th June, 6th September and 6th December, from 10am – 12pm. Venues to be confirmed. Contact Sheila if you would like to volunteer your community venue.</p> | VM | Change venue and hospitality bookings for March 1st. |

| Name | Organisation | Email address |
|----------------------|-----------------------------------|--|
| Alastair Callaghan | Open Museums Project | Alastair.callaghan@glasgowlife.org.uk |
| Alison Mclachlan | WEA | ali.mclachlan@weascotland.org.uk |
| Daniel Serridge | The Village Story Telling Centre | Daniel@thevillegestorytellingcentre.com |
| Celia Fisher | Glasgow Clyde - Langside | cfisher2@glasgowclyde.ac.uk |
| Cheryl McLean | Glasgow Clyde - Langside | cmclean@glasgowclyde.ac.uk |
| Christine Nanguy | PALS | Christine@pollokshawsaln.org |
| Danny Kennedy | Jobs and Business Glasgow | Daniel.kennedy@jbg.org.uk |
| Emma Collins | The Village Storytelling Centre | Emma@thevillagestorytellingcentre.com |
| Erica Capocci | YCSA | ericapocci@ycsa.org.uk |
| Fiona Ferguson | Pollokshaws Area Network | Fiona414@hotmail.co.uk |
| Fiona McGovern | Ardenglen Housing Association | Fiona.mcgovern@ardenglen.org.uk |
| Frances Bradley | Glasgow Life | Frances.Bradley@glasgow.gov.uk |
| Gary Farquharson | Volunteer Glasgow | Garry.farquharson@volunteerglasgow.org |
| Gary Lindsay | YCSA | garylindsay@ycsa.org.uk |
| Gillian Leslie | Homestart | gillian@homestartglasgowsouth.org.uk |
| Jim Connie | British Red Cross | JConnie@redcross.org.uk |
| Jim Lee | Glasgow Clyde College | jlee@glasgowclyde.ac.uk |
| Julie MacLeod | Glasgow Life | Julie.macleod@glasgowlife.org.uk |
| Karen Armstrong | GCVS | karen.armstrong@gcvs.org.uk |
| Kim Hill | Jobs and Business Glasgow | Kim.Hill@jbg.org.uk |
| Kirsten McGuire | Glasgow Life | Kirsten.mcguire@glsgowlife.org.uk |
| Louise Dobbie | Democratic Services | Louise.dobbie@glasgow.gov.uk |
| Margaret Gilroy | Glasgow Clyde | mgilroy@glasgowclyde.ac.uk |
| Maria- Elena Heather | Glasgow Life | Maria-Elena.heather@glasgowlife.org.uk |
| Mary Rocks | Glasgow Life | Mary.rocks@glasgowlife.org.uk |
| Pat Urquhart | Glasgow Life | purquhart@glasgowlife.org.uk |
| Paulina Trevena | University of Glasgow | paulina.trevena@glasgow.ac.uk |
| Ruth Forsythe | Finns Place | Ruth@finnsplace.org |
| Sallie Condy | GCVS | sallie.condy@gcvs.org.uk |
| Sheila White | Glasgow Clyde - Cardonald | swhite@glasgowclyde.ac.uk |
| Susan Johnstone | Homestart Glasgow South | susan@homestartglasgowsouth.org.uk |
| Suzanne Wright | Toryglen Community Base | suzanne@toryglen.org.uk |
| Victoria McHard | Glasgow Clyde College- Anniesland | vmchard@glasgowclyde.ac.uk |