

South Adult Learning Partnership

Minutes of Meeting

Location Langside, Glasgow Clyde College **Date** 2nd September 2015

Present Alison McLachlan (WEA), Karen Armstrong (GCVS), Maria-Elena Heather (Glasgow Life), Charlene Devine (Homestart Glasgow South), Michael Alford- Chair (Glasgow Life), Pat Urquhart (Glasgow Life), Pauline Cameron (Clyde Education Foundation), Sheila White (Glasgow Clyde College), Victoria McHard (Glasgow Clyde College), Dr. Paulina Trevena (University of Glasgow)

Apologies Celia Fisher, Cheryl Mclean, Christine Nanguy, Mary Rocks, Ruth Forsythe, Suzanne Wright, Yvonne Docherty

AGENDA

ACTION POINTS

No	Item	Description/Action	Person	Action
1.	Welcome and Introductions	MA welcomed the group. Introduced guests- Dr. Paulina Trevena (University of Glasgow) and Pauline Cameron (Clyde Education Foundation). South Partners introduced themselves and summarised their job roles.		
2.	Previous Minutes and Matters Arising	Self-evaluations were briefly discussed and will be put on the next agenda. SW spoke about Adult Achievement Awards pilot. No new paperwork. North West Partnership was launched and chaired by GCVS. Next meeting will take place at the Mitchell Library. Learners Forum will be discussed at next meeting in more detail.	MA SW VM MA VM	Agenda point Circulate AAA paperwork when received. Circulate NWP minutes when received. Agenda point Gather responses of interest on Learners Forum.
3.	Pauline Cameron- Clyde Education Foundation	Pauline Cameron introduced herself and handed out a summary for external organisations on the Clyde Education Foundation- Grant Programme. PC discussed the donation from Glasgow Clyde		

		<p>College and the establishment of the Clyde Education Foundation. It was formed in January 2014 and is an independent charity. The programme is open to applications from organisations who are involved with Glasgow Clyde College and if the organisation has audited/inspected accounts. Priorities for the programme include bringing adult learners and employers together, promoting innovation in learning and provision of training for external organisations. The programme would also like to see applications from organisations that support those who experience disadvantages and would like to break down barriers to learning and employment.</p> <p>Prospective transitional courses were discussed including an ESOL employability course and language cafe. Also discussed was basic science resource pack to target adult learners with children in school or those who would like to change their career path.</p> <p>It was agreed that there is potential for South partners with this programme. PC will feedback on discussion to trustees.</p>		
4.	Funding Update	<p>All IGF purchase orders have been sent for either full or half amounts. The majority of the money has been committed in the South East but applications may open again in the new year. Small amount of money still available in the South West for Family Learning. Contact SW or MA if you would like to apply.</p> <p>Partners are reminded to keep an audit trail for IGF if you have received any money.</p> <p>MA advised that the Penilee class has been cancelled. A discussion was had on how to meet learners needs and improve the classes offered such as changing the time of day, looking at transport links, marketing, evening provision.</p>	All Partners	Let VM know if you haven't received a PO number.
5.	Glasgow University Social Research- Dr. Paulina Trevena	<p>Dr. Paulina Trevena from the University of Glasgow introduced herself and spoke about her research into Eastern European migration to Scotland. She is focusing on 4 different locations in Scotland, in particular Govan and Tollcross. PT has been gathering information on local needs- what is and isn't being used or available and why. She is interested in ESOL provision that is online based to appeal to those who do shift work and cannot access regular college classes or cannot afford the course or travel. Books in libraries in foreign languages was spoke about and how Glasgow Libraries</p>	All Partners	Pass on contacts or ways to reach out to Eastern European residents of Glasgow to Dr. Paulina Trevena

		<p>shares resources.</p> <p>Ways to reach out to Eastern European residents was discussed and several names and contact details were passed on to PT. Information to upcoming events such as ESOL Update and Awareness though GCVS at the end of September was also offered.</p>		
6.	South Mapping Exercise	<p>Mapping exercise is in currently on the Dropbox. Discussion was had around needing more information on how it would be used- is it for referrals, should it be constantly updated, should it include closed classes. It was agreed that currently it is to be used as a snapshot for current classes only but can be used to refer. When the spreadsheet has been populated it can be discussed at a future meeting.</p> <p>Maria- Elena Heather asked partners to check class details are up to date with Glasgows Learning Helpline as well.</p>	<p>MA</p> <p>VM</p> <p>VM</p>	<p>Agenda point</p> <p>Add an additional column for more information.</p> <p>Resend out link to mapping.</p>
7.	Trips and Travel- Clyde Education Foundation	<p>From April to June 2015 the South Partners made use of the Trips and Travel money provided from the Clyde Education Foundation for students. Trips such as taxi costs to Aye Write, transport to Kelvin Grove and Victoria Park and transport and entry to the Devils Porridge Museum took place and they were a success. Reports on information provided by partners were returned to the Education Foundation.</p>		
8.	ALN Referral Process	<p>Points such as signposting to other organisations, documenting referrals, informal referrals, waiting lists and progression opportunities were spoken about. Might provide gaps in services and routes into college learning. Further discussion needed.</p> <p>To be carried forward and tied into Mapping Exercise.</p>	MA	Carry forward
9.	Family Literacies	<p>There is money available. See SW or MA if you would like to apply.</p>		
10.	ESOL	<p>New EASE poster showing assessment times is now available. Design was simpler, plainer and includes the postcode as recommended by recent research. Now looking into specific posters for postcode areas and a QR code which directs students to website and further details. Updated sign in sheets and reminder cards have been provided to library staff. Welcome packs to ESOL students have been provided for students on some community classes.</p> <p>Next block ESOL Classes will start in October. Assessment buildings</p>	SW	To ask Jim Lee to submit report for circulation.

		are currently being looked into. Currently no crèche money available. Interest expressed in evening provision.		
11.	AOB	<p>Dropbox was discussed and it was agreed that a summary should be sent out to include information saved on the dropbox in bullet points.</p> <p>Pat Urquhart spoke about the WW1 project where work, stories and research will be displayed in Castlemilk Library in September. Contact PU for more details.</p> <p>MA discussed Sectarianism project on Adult Learning. Further information on how to get involved is in the dropbox.</p> <p>Alcohol awareness session information is in the dropbox.</p> <p>Adult learners week is in November.</p> <p>Maria- Elena Heather spoke about Aye Write. Radio show would like to link in with South Partners in the Govan area to talk to local groups.</p> <p>Alison McLaughlin spoke about free event at the Science Centre in the coming week.</p> <p>Princes Trust Teams at Anniesland and Langside information was handed out. Currently recruiting.</p>		
12.	Date of next meeting	2 nd December 2015 at 10am, Cardonald, Glasgow Clyde College.		

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