Purpose of the group:

Not a strict ‘membership’. People can drop in and out / swap in and out as needed.

Collaboration and communication.

Blurb for ASCoP

The NoWAL Academic Skills Community of Practice is:

• A community of all those involved in information literacy, academic literacy and wellbeing (regardless of job title!)
• An opportunity to share, reflect and develop
• A showcase for new and innovative teaching and learning development practices
• An opportunity to meet and collaborate with colleagues across the Northwest

Our group meets four times a year, and is open to new and established staff alike.

Meeting Content:

Meetings divided into (roughly) three halves.

1) Hosts’ Introduction
2) Round Table
3) Themes

Hosts’ Introduction
Brief introduction of the service at the host institution and tour.

Round Table
Round table discussions to be more ad-hoc. Based on questions/thoughts/ideas raised by members (emailed to jiscmail beforehand).

- Can also take the form of workshops / micro-teaching for members to trial new resources, activities, sessions etc.

Themes
To be decided at the end of each preceding meeting.

- Can include speakers from host institution or elsewhere, who may be involved in research / projects associated with the theme

Minutes
Minutes of each meeting to be recorded by members of the host institution.

Will be checked if minutes can be uploaded to NoWAL website.
Communication (jiscmail):

Jiscmail to be kept as a closed group for now (open to review by members as needed / wanted)

Used for communication and collaboration between members of the CoP. Specific ideas mentioned by the group:

- Request peer-observations
- Requests to observe sessions / workshops
- Sharing practice
- Asking questions / seeking advice
- Agenda items / round-table questions for upcoming meetings

Meeting locations and frequency:

4 times per year (open to review after the first round of meetings).

Meetings hosted by different members of the CoP.

Next meetings:

- March 2019 (UCLAN)
- July 2019 (Edge Hill)
- November 2019 (Salford)

2020 meetings to be decided in November 2019 meeting.

Next Meeting

Scheduled for March 2019. Hosted by UCLAN (Megan Benson & Francesca Robinson)

Doodle Poll to be sent out to confirm date and time.

Round table questions: TBC

Theme: ‘Collaborative Working & Practices’

Actions

| Query if minutes can be uploaded onto NoWAL website |
| Doodle poll to be created to decide next meeting (March – UCLAN) |
| ASCoP blurb to be uploaded onto NoWAL website |