

## **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