

HEaTED Regional Network Meeting – Meeting Report

Region: East Midlands

Date: 12th December 2012

Venue: The University of Lincoln

Agenda:

12:45pm - 1:15pm	Lunch, Tea/Coffee and registration
1:15pm - 1:30pm	Welcome - Steve Taylor, University of Derby
1:30pm - 1:45pm	HEaTED Update - Dr Katherine Forsey, HEaTED
1:45pm - 2:45pm	Discussion Topics <ul style="list-style-type: none"> • There is a strong bias in Higher Education Technical Support towards Science. Is it a problem to us and if so how can we address the problem regionally?... • Professional Registration for technicians: led by Suhel Miah: Presentation and introduction followed by Cabaret style discussion and feedback
2:45pm - 3:00pm	Tea/Coffee/Biscuits
3:00 - 3:45pm	Discussion Topics <ul style="list-style-type: none"> • If networking is so important to us how can we improve and facilitate it successfully across the region? • Is the message getting out there are we using the HEaTED resources? Are we all signed up? • Regional input into HEaTED, for example the web site, courses, sources of advice, services, newsletter.
3:45pm - 4:00pm	Summary Conclusions and action points, suggested discussion points for next meeting - Steve Taylor, University of Derby
4:00pm	Departure

Key discussion points from each agenda item:

Introduction

Brief introduction with summary of agenda and aims for the day. Noted that a number of technicians were able to join us from Lincoln but Nottingham Trent, Leicester, DeMontfort and Northampton were not represented.

ACTION POINT: Try to get the next meeting at Nottingham with the following at Leicester to encourage greater attendance from those institutions. **SAT/KF**

HEaTED Update

HEaTED is a membership organisation dedicated to supporting Professional Development of Technical staff from all disciplines and specialisms in Higher Education and related fields.

We achieve this through:

1. Supporting HE Technicians in their professional and personal development

2. Improving the quality of HE Technicians across all disciplines, therefore contributing to improvement of the student experience and research
3. Ensuring a long term supply of a high quality HE technical workforce striving for improvement

So, contributing to UK PLC through continuous improvement and development of this key workforce.

What HEaTED does for technical staff

1. Identify, source, and develop specialist training courses for technical staff from all disciplines
2. Provide members with discounted rates on specialist and soft skills professional development and training opportunities
3. Manage Regional Networks to enable colleagues from neighbouring institutions to meet and discuss hot topics, share best practice, promote development opportunities and more
4. Provide an online community where members can expand on discussion from Regional Network Meetings, raise hot topics, and share discussion and best practice with colleagues from other institutions
5. Use the Regional Network Meetings and online communities to serve as a 'representative voice' for the UK Technical Community in Higher Education and related fields.

How you can get more involved – ACTION POINT: ALL

To start getting benefits from your HEaTED membership there are several things you can do:

1. **HEaTED website** – register on the [website](#) where you will find lots of information on what HEaTED can do to support you
2. **Join your Regional HEaTED Network** – information on your Regional HEaTED Network Coordinators and the next meetings can be found [here](#)
3. **Online Communities** - These are a new facility designed to link closely to the Regional Networks. The [Online Communities](#) are where HEaTED members from across the regions can access the HEaTED Regional Network Meeting reports, contribute to associated discussions and share resources
4. **Courses** – the full list of courses available to our members can be found on our [course page](#)

Discussion Topics

Discussion led by Suhel ensuring that the groups had representation from non-science based technicians.

ACTION POINT: Encourage attendance at all meetings from non-science based technicians. **ALL**

Professional Registration for Technical Staff, led by Suhel Miah.

Professional Registration – for the role you're in and a framework to support/enhance future career development. Provides wider recognition, cross sector. Demonstrates commitment to your profession. Links you into a network of like minded professionals.

Science Council Register, 8 awarding bodies (RSci and RSciTech). Engineering Council has a larger (20+) range of awarding bodies (REng and REngTech).

RSci = Registered Scientist. RSciTech = Registered Science Technician.

Currently no equivalent to the Science/Engineering Council in the Arts that supports Professional Development of Technical Staff. HEaTED are working with Arts organisations to push the professionalization agenda forward for Arts Technicians and the IST have a Registered Practitioner Award for those from the Arts.

Steps to professional recognition:

- 1) Join one awarding body, see Science and Engineering Council's websites for full list. Variety of benefits and fees for joining each.
- 2) Submit an application through the awarding body. This is assessed by the awarding body.
- 3) Application is successful or further information is requested
- 4) Annual revalidation, demonstrating your ongoing commitment to your profession, by submitting an annual CPD log showing you are still meeting the competencies. Attendance at HEaTED training courses, HEaTED conference, HEaTED regional network events and contributing to HEaTED online

communities can be used as evidence. Other courses (internal or external), lunch clubs, contribution to research papers etc can also be used as long as you link them to the professional competencies.

With the changing face of HE in light of the Browne Review, restructuring of faculties, reduction in funding - professionalization of the Technical workforce is necessary. It will be demanded by students and Institutions and essential to those who want to get ahead or compete effectively in the Technical work environment. Starting on this Professional Registration pathway now, with the support that HEaTED, the IST and other Professional Bodies, will ensure Technical Staff are in a position to not only survive the changes but to be the leaders of change.

The meeting then broke into four discussion groups to consider ways to engage technicians in a Professional Registration scheme.

Feedback points/suggestions from the group were:

- HEIs to make registration “compulsory” as a proof of quality or at least recognise the importance and value
- Professional bodies to make registration more inclusive for technicians in non-science based areas
- Formation of career structure, link to performance review
- Commercial work (outsourcing) registration could be the “kite mark”
- Funding and time made available by HEI management
- Tackling the issue of Teaching/Learning facilitating and proof of teaching and learning support quality.
- Recognition of technician support in independent studies/project work as part of CPD

Regional input into HEaTED, for example the web site, courses, sources of advice, services, newsletter.

Presentation on the online communities by Katherine Forsey followed by discussion in the groups on:

1. Three ways to use online communities – see next section

2. New course suggestions

- Skills refresher courses
- New skills courses
- Developing research skills
- *Time management* – the HEaTED Pansophix Useful Guides cover this topic, see <http://www.pansophix.com/uul/heated.php> If you would like details of face-to-face training in this area please email admin@heated.ac.uk with your requirements and number of interested delegates. We can arrange for you to attend a course individually or look to set up an on-demand course in your Region if you have a sufficient number of interested delegates at your Institution.

ACTION POINT: ALL let HEaTED know if you require training in addition to the Useful Guide for Time Management. Please supply further detail as to the content of the skills courses mentioned.

3. On demand course requests

- *Pharmaceutical Sciences course* – please search the [HEaTED Course Directory](#) using the word ‘Pharmaceutical’. If any of these courses are of interest please submit a booking form so we have your details and can arrange for you to attend a course individually or look to set up an on-demand course in your Region if you have a sufficient number of interested delegates at your Institution. If our current offering is not suitable please send further details of your training requirements and the number of interested delegates to admin@heated.ac.uk and we will seek to source a course for you.
- *Teaching and Learning Skills for Technical Staff* - please see further course information and booking form [here](#) and example course outline in the documents added to the online group. If you feel there are a sufficient number of interested delegates at your Institution please submit a booking form with your details and state the approx. number of interested delegates in the special requirements box. We will then contact you to arrange a course. If you need to work across several Institutions in your Region to meet minimum numbers please contact Steve Taylor who will coordinate a Regional list and submit it to the HEaTED Central Team who will then organise the course.

ACTION POINT: ALL feedback on information above and let HEaTED know if you would like to make a booking or require additional information.

4. Things that people wanted from the HEaTED conference

- Larger networking (beyond region)
- Shared common issues
- Can HEaTED help to persuade my Management/Institution that a course is necessary? (and therefore provide support)
- How can HEaTED influence the management structures and approaches in our institutions?

Issues to be fed into Online Groups:

The group would like to use online communities for:

- Sharing best practice across institutions
- Sharing resources
- Collaborative schemes/projects across institutions
- Troubleshooting/Sharing technical problems and solutions
- Sharing supplier/procurement information.

ACTION POINT: SAT to start new topics under these headings in the [HEaTED East Midlands Online Group](#) and invite meeting attendees to contribute.

Discussion points to be incorporated into forthcoming meetings:

- Should HEIs make registration “compulsory” as a proof of quality? (or at least recognise the importance and value) this could include formation of career structure and link to performance review.
- How can HEIs tackle the issue of Teaching/Learning facilitating and proof of teaching and learning support quality?
- How can HEIs recognise technician support in independent studies/project work as part of CPD?
- Can HEaTED help to persuade my Management/Institution that a course is necessary? (and therefore provide support)
- How can HEaTED influence the management structures and approaches in our institutions?

ACTION POINT: SAT to use the above to inform future meeting agendas.

Actions:

- **ACTION POINT:** Arrange for the next Regional Network Meetings to run at the University of Nottingham and then the University of Leicester to encourage greater attendance from these Institutions. **SAT**
- **ACTION POINT:** Encourage attendance at all meetings from non-science based technicians. **ALL**
- **ACTION POINT:** Register for and make use of the online communities and check regularly. **ALL**
- **ACTION POINT:** To carry out all of the items under ‘how you can get more involved’ identified above. **ALL**
- **ACTION POINT:** Bring a colleague to the next East Midlands Regional Network Event. **ALL**

Appendices:

Copies of the presentations delivered at this meeting will be available to download, along with this report and any other documents as indicated, from the [HEaTED East Midlands Online Group](#). Please add your comments and feedback by replying to the topic set up for this meeting on the 13th August by Katherine Forsey to help keep all meeting information within one topic.