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**Minutes and Key Action Points -**

**Main Meeting**

**International Education Standards Committee -**

**Thursday 14th Sept 2017 1030-1130 BST**

**Venue – Bath Inigo, 1 Queen Street, Bath, BA1 2HA**

**Chair – Jon Harris (for Jan Steenberg)**

**In Attendance**

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| Jon Harris  | JH | IPDC – CILT International |
| Keith Newton  | KN  | Secretary General CILT International  |
| David Maunder  | DM  | Member (Prof Dev)  |
| Hady Agina | HA | CILT Egypt |
| Prof Kim Hassall  | KH | Education Champion – Australia  |
| Nurlan Igembaev | NI | Education Contact - Kazakhstan |

**Apologies**

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| Lorraine Cowley | JW/LC | Education Contact – Bahrain  |
| Sherry Romanado | SR | Education Champion – North America  |
| Walter Glass | WG | Education Champion – New Zealand  |
| Tim Hayes | TH | Education Champion - Ireland |

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| **Item 1** | **Minutes of last meeting**  |  |
|  | The minutes of the meeting held on the 21st July 2017 were agreed  | ALL to note  |
| **Item 2** | **Strategy Delivery Update** |  |
|  | **Professional Development Strategy 2015 and update on Action Plan progress**JH updated on the delivery focus areas for 2017, including work on the new Education Strategy from 2018 onwardsKN commented on the wider global strategy development activities by Trustees and the timing implications for the Education Plan. At this stage there would be some further strategy work undertaken in October, which would then help inform the Education Strategy which is planned to tabled in draft form. Views from the IESC Champions and wider IMC/CoT representation would also be sought on the emerging strategy to ensure alignment in thinkingFor now, KN said it would be helpful for the wider IESC group to see the outputs from the wider strategy session in MacaoJH outlined the action plan timeline and the key activities being undertaken - no specific questions were raised  |  KN/JHJHJH to send out  |
| **2** | **Governance** |  |
|  | JH updated the group on Education Champions List and the work that Zoe was doing to ensure this was up to dateJH explained that all Champions would be written to ensure that they are the right contactJH welcomed Hady Agina from Egypt as this was his first callIt was also noted that Ethiopia now have representation and that the CILT HK representative had changedJH provided a brief update of the revised guidelines for Accreditation and Student Registration, Moderation, and Certification which had been sent out to all training providers. As a result of a recent workshop with the CILT International assessors and moderators further changes had been looked at an operational level so a refreshed version of the guidelines would also be sent out in October. | ZRZRJH/ZR  |
| **3** | **Consultation Session with Champions**  |  |
|  | The following headline comments were receivedHA – CILT Egypt were now progressing with further course development and would be finalising the programme in Oct/Nov 2017. There was a clear strategy emerging and thanked CILT Imt for their support. They would be needing help on student registrations.KH – CILT Australia are carrying on with their successful webinar/modular approach to offering training and CPD. Specifically the issue of accreditation od overseas degrees and collaboration with international partners was covered and JH would take this forward with CILTA. This is part of a wider issue relating to ‘satellite’ offerings in different countries from the source qualification and the difference between technical diplomas and degrees.NI – reported on good progress with student cohorts in Kazakhstan - there would also be a group of students studying in the UK (English language courses and learning about CILT practice/events ) and train the trainer sessions held in Kazakhstan in the Autumn. A detailed action plan was being developed.  | ZR to noteJH/KHJH/NI  |
| **4** | **Products and Services** |  |
|  | JH explained about two areas of service development * Key Knowledge Areas – these were now adopted and circulated with the - support toolkit now finished and would be circulated
* KH commented that the KKA had been warmly welcomed in Australia and had been built into their Body of Knoeldge to support local practice.
* Assessment of degrees -CILT International and CILT UK have been working together to try and integrate the mapping of international degrees to the KKA with the UK mapping process for consistency. This process was likely to be adopted from October 2017 onwards – normally we receive around 10 applications per year.
 | JH JH |
| **5** | **Any Other Business**  |  |
|  | DM requested that the lists of Champions/providers and financial information could be put into country alphabetical orderDetails of DM’s visit for Zambia and Zimbabwe would be finalisedJH would be contacting Champions to try and push out more engagement/response No other points raised**Details on time and venue of next meeting would be circulated**  | ZRJH/ZR/DM/KNZR |