



Précis and action points from the **Professional Development Committee** meeting held on Wednesday 24th January at Glasgow University.

Present

Osla Dougal (OD) Chair
 Jacqui Stone (JS)
 Orla Gilmore (OG)
 Lorna Picken (LP)
 Julie Ommer (JO)

In Attendance

Jane Steel
 Carol Stuart
 Gill Sinclair

WELCOME, AND SCENE SETTING

1. Osla welcomed everyone to the meeting. Apologies were received from Judith and Ian. PDC were excited to be in Glasgow and planning for the upcoming conference.
2. This meeting would focus solely on the conference and would include a tour of possible venues and a discussion of logistics.

ACTION

PRESIDENTS' INDUCTION DAY

3. It was agreed that Graham Smith (Glasgow AU President) would be involved in shaping the day for the Presidents Induction. Garscube was thought to be the best venue as it offered a seminar room and good outdoor space. A social for the Monday night would also be considered for those that would want it.

JS/SF/GS

CONFERENCE LOGISTICS

4. Julie asked about numbers expected for the day and dinner as this would determine venues. For the conference dinner it was proposed to use the Randolph Hall which was adjacent to the Bute Hall. If numbers were more than 100 then the Bute Hall could be used but this would be at an additional cost. PDC felt that numbers would be higher this year than last year as different groups were to be included that had not been previously such as academics, SDCs, SAC, Bell College, UHI and local heroes. The Western Infirmary Lecture theatre would be the venue for the day-time activities as this has a big lecture theatre as well as two smaller meeting rooms for break-out groups and also encompasses a hallway which could comfortably house a trade show. This would also be the area for coffee breaks and lunch. Accommodation will be looked into although this may prove difficult as student contracts will not have finished by that date. Price will be checked and hotels in town may be sourced. Following the dinner a disco/ceilidh would be offered until 12pm with a pay bar.

JO

SPONSORSHIP

5. JS would source companies to sponsor the conference. It was decided that a trade show would be a good idea and this could be over lunchtime or a longer period. Directors would be emailed to ask if they had any suppliers that would perhaps be interested in this option as well as SUS existing contacts. The income could help subsidise the dinner and it was thought that £500 may be an appropriate amount to charge. Taylor Made Designs would also be contacted to see if they could provide conference gifts again like last year. Instead of the data sticks MP3 players were suggested as a possible option. It was desired to have a big fridge filled with drinks for the duration so Lucozade and Highland Spring would also be contacted.

JS

PROMOTION

6. It was asked whether it would be possible to have an advert on the front page of the SUS website with the dates of the conference. Booking would be through the website and JS would see if it could be a form filled in online. If this was not possible it would be a pdf to download. The dates of the conference were to be promoted internally at committee meetings and externally at events.

JS

CONTENT

7. The theme for the conference was decided as 'Scotland Looking Outward: how can we compete in the world market'. It was suggested that Equality and Diversity would be a good topic and could encompass how we cater for international students and how inclusive we are with regards to disability. When looking at the international market there is importance placed on websites and perhaps a workshop could be run around how to make things better. Speakers would need to be considered in this area. Other topics could include young up and coming elite people; how Scotland is perceived in the world market place with regards to obesity and fitness; how sports facilities can be used in recruitment. Also the changing complexion of universities could be interesting to see how sport fits in: universities in 10 years time, where will you be? A sub theme could focus on how we will cope with change. Another topic post lunch could be the 'art of influence' (students, universities and staff) where a motivational speaker would be sought. This could be followed by an interactive workshop led by Jonathan Rowson (proposed by Stew) about how to think differently and learn better. It was also noted that there should be relevant sessions for all areas: directors, staff, sports development, operations, administrators and students.
8. *Next meeting* – the next meeting will be on the 20th February, at Dundee Riverside at 12.45.

ALL

Actions List

Programme for Presidents Training Day to be worked out	SF/JS/GS
Logistics to be determined: room bookings/accommodation/catering etc	JO
Suppliers to be sought for sponsorship: email to directors	JS
SUS website Promotion of event	JS
Speakers for topics to be thought of	All
Follow-up meeting in Dundee: 20 th February	All