

Quick

LATEST NEWS, COURSES AND EVENTS FROM



Leading
Creating
Sharing

Digital skills

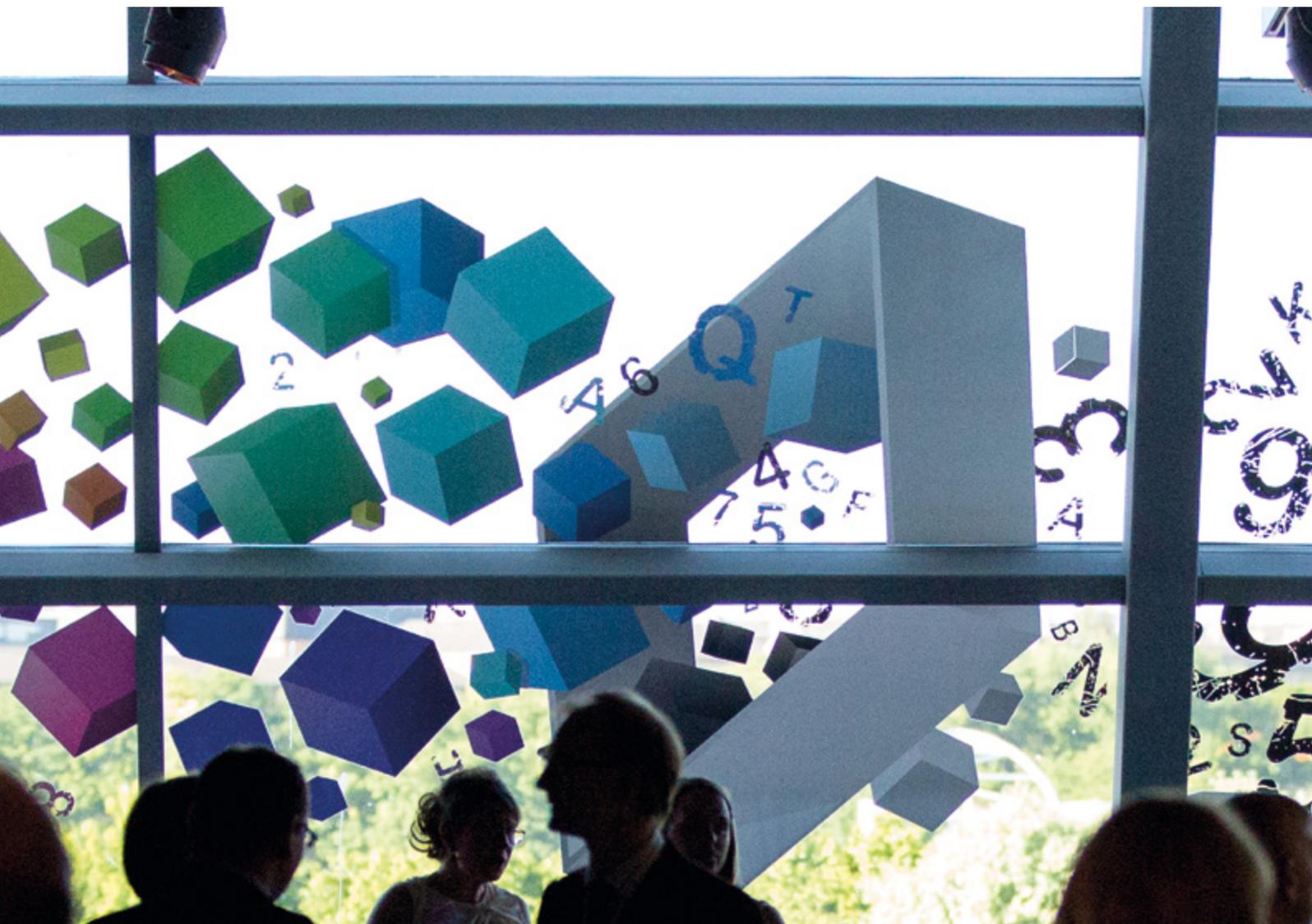
Find out what's on offer with our new digital skills events and initiatives.
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Training and development

Learn how CDN's bespoke training offers engaging, motivating CPD.
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Mindfulness

What's it all about and how does it relate to leadership in education?
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A professional development Framework for college staff

Find out what the new CDN Framework for Supporting Continuous Professional Learning and Development offers you.

Welcome



A very warm welcome to the first issue of Quick for the 2016-17 academic session. We are here to support you throughout the year, with a wide range of courses and events both face to face and online.

In this issue you will find some of those key dates for your diary, plus events relating to our new Management and Leadership CPD Framework, network events and our College Board Members' Conference. In addition to our planned events we offer bespoke training, and on page 9 you can read about an example of this with the tailored development days that were provided to Borders College, 'Developing our Professionalism; Developing our Teams; Developing our College'.

Our main vehicle for celebrating the talent, skills and achievements of colleges, their staff and learners is the CDN Annual Awards. I am delighted to be able to share with you the shortlist for this year's Awards, which you can view on page 5.

Please contact me if you would like to learn more about the work of CDN, email candy.munro@cdn.ac.uk. I look forward to working with you during the session ahead.

Candy Munro
Acting Chief Executive

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Join the conversation for a #yearofCPD

Cover: Launch of CDN Emporium, Glasgow Science Centre

New care sector videos



A series of new videos from the care sector has been published on the CDN website.

The videos include interviews with students, lecturers and service users and present a flavour of the variety of care courses offered by the college sector, and opportunities to articulate – all through the student voice. The lecturers provide their perspective on articulation, specifically the articulation agreements in place with universities, and how those agreements work. The interviews highlight the individual stories and routes taken by college sector students and by NHS employees returning to college sector education, including their challenges, opportunities, and experiences. We were very fortunate to hear from service users about the impact on their lives made by college sector students.

View the videos at: <http://ow.ly/JLpn303245a>

College Board Members' Conference

The CDN College Board Members' Conference takes place on Tuesday 25 October 2016 at the Hilton, Glasgow.

Building on the launch of the 'Guide for Board Members in the College Sector', the conference will bring Board Members together and provide them with opportunities to network, share experiences and learn from recent developments in the sector through a mix of presentations and workshops. We are delighted to announce that the Minister for Further Education, Higher Education and Science, Shirley-Anne Somerville, will provide a keynote address.

The event is available to book by College Board Members at: <http://ow.ly/tjuf303uSHw>



Student media and journalism opportunity

CDN would like to produce a series of case studies that articulate inspiring examples of learning and teaching practice, including interesting examples of employer engagement. We are offering students the opportunity to work with us on this project, by writing up one or more case studies related to their own college.

Please contact Ann Kirkwood for more information: ann.kirkwood@cdn.ac.uk

Enabling students with caring responsibilities



Over the last four years CDN has received funds from the Scottish Government to support colleges to enable student carers. The project has come to an end and with the Carers' Act recently passed and coming into force in 2017-18, now is an opportune time to look at what the project achieved and what comes next.

The project started with a consultative event which overwhelmingly agreed that any resources developed should include the voice of student carers. In response, the first resource was an interactive training workshop, which highlights the issues faced by student carers and helps colleges to develop practice, it includes student carer testimony. Throughout the project we have run a number of events, visited colleges, facilitated training, offered advice and support, and developed further resources for CDN LearnOnline: <http://ow.ly/ewl730324rt>

The resources include a planning tool, CPD resources, examples of college practice and a demonstration copy of a short course called 'Moving On', aimed at student carers to help them identify and use the skills they have developed as carers when applying for jobs and attending interviews.

Colleges are now developing practice that includes:

- **a carer question on their application forms**
- **a carer charter**
- **specific pre-entry processes**
- **web pages and information for carers**
- **a single point of contact for carers.**

Some colleges have set up protocols with their local carer centres and are offering carer specific exit guidance.

What comes next?

Research undertaken by the Carers' Trust last year shows that young adult carers are still four times more likely to drop out of their course than other students, a shocking figure and one both the Scottish Government and the Scottish Funding Council (SFC) want to change. Can colleges make headway with this statistic at a time when resources are so tight? We think the answer is yes because of a number of factors, including the growing expertise and practice in colleges. In addition, there is the opportunity provided by SFC in its forthcoming guidance on developing a college Access and Inclusiveness strategy, which specifically mentions carers.

Other developments include the Carers' Trust decision to appoint a Policy and Campaigns Officer (Young and Young Adult Carers) and UCAS' ambition to include a carer tick box into their new Apply form. Student carers will also remain high on the agenda of CDN's access and inclusion work. Presently, we are developing a short online course for college staff to raise awareness about the issues faced by students with caring responsibilities.

Finally, throughout our work on this project the generosity and willingness of carers and carer organisations to be involved and to form partnerships has stood out. So, if you haven't already done so, talk to the carers in your own college; phone your local carer organisation and see how, by working in partnership, you can continue to improve outcomes for students with caring responsibilities.

For further information, please contact:
Andrée Carruthers andree.carruthers@cdn.ac.uk
or Sandy MacLean sandy.maclean@cdn.ac.uk

Andrée Carruthers highlights how CDN is supporting colleges to enable students with caring responsibilities, now and in the future.



Digital Skills @ CDN



The term 'digital skills' describes a broad field, from core digital literacy to careers in cyber resilience. During this session CDN will be supporting the sector through a range of activities. To see what's on offer browse our Digital Skills network page at www.cdn.ac.uk/networks-projects/digital-skills/

In the meantime, you might find some of the following useful:

- **Cyber Security** – securing portable data is an important aspect of digital safety, consider using a free tool like **USB Safeguard** (<http://ow.ly/qf3o30326Al>) to encrypt information on flash drives.
- **Assessment** – **Kahoot** (<http://ow.ly/1ouZ30326Ts>) a popular free quiz tool, ideal for team settings, where learners use their own devices to participate in competitive mini games. Download the getting started guide here: <http://ow.ly/HeDk303279G>
- **Presentations** – **Office Mix** (<http://ow.ly/t3N230327ih>), a free PowerPoint plug-in that lets you develop online interactive presentations. Watch Bill Gates' example for an idea of what's possible: <http://ow.ly/LfyX30327rQ>
- **Web Design** – an original take on introducing web design via CSS, using an incremental approach supported by code examples. Point your browser at: <http://ow.ly/UZks30327Ps>
- **Passwords** – ethical hackers at our **Cyber Resilience** event advised using three random words when coming up with new passwords, e.g. 'runnerfontguitar'. Basically, the longer the better.
- **Image Editing** – when Paint isn't up to the task, try a fully-featured online image editor like **Pixlr** (<https://pixlr.com>), scroll down the page and launch the Editor web app to access a wealth of tools; no sign-in required!



ePlatform for Adult Learning in Europe

EPALE, a key partner of CDN, is an online open membership community across Europe providing adult learning professionals with:

- access to free online learning resources to help improve the quality of adult learning provision
- opportunities to stimulate innovation through the sharing and exchange of good practice so as to improve adult learning policy and practice.

Register at <https://ec.europa.eu/epale/en>

EPALE is supported by 35 National Support Services (NSS) which aim to ensure that the platform reflects the priorities of the adult learning communities in their respective countries. The UK EPAL NSS (<http://ow.ly/3JSW30328sp>) has established four UK Reference Groups to help develop more tangible links with key stakeholders who will support EPAL in a more proactive manner. This will ensure that the platform reflects the priorities of all key stakeholders who work in adult learning across the UK.

EPAL will be holding a conference in November and its Theme Weeks explore different topics, including Language Week in September; International Day of Persons with Disabilities in December and International Volunteer Day in December.

If you wish to submit relevant articles or case studies of your practice during the themed weeks, register on the EPAL platform or contact Ann Kirkwood: ann.kirkwood@cdn.ac.uk

Annual Awards 2016

Announcing this year's shortlist.

#awardsCDN

CDN's Annual Awards present an opportunity for the sector to celebrate successes, reward achievements and showcase to the wider community the many projects and initiatives being delivered by colleges throughout Scotland.

We are delighted to announce the shortlist. Thank you to all who submitted entries and congratulations to the following shortlisted colleges:

Advancing Equality Award

City of Glasgow College
Dundee and Angus College
West Lothian College

College Business Award

Ayrshire College
Dundee and Angus College
Fife College

Developing a Regional Curriculum Award

Dundee and Angus College
Forth Valley College
North East Scotland College

Digital Education Award

Borders College
Dundee and Angus College
SRUC

Employer Connections Award

Dumfries and Galloway College
Dundee and Angus College
Glasgow Clyde College

Essential Skills Award

Borders College
Forth Valley College
West College Scotland

Health Promoting College Award

Forth Valley College
Glasgow Clyde College
West Highland College UHI

Student Citizenship Award

Lews Castle College UHI
North Highland College UHI
West College Scotland

Thank you to all who submitted entries and congratulations to the shortlisted colleges.

Remember to book to attend the celebration at Radisson Blu, Glasgow on Tuesday 22 November 2016

www.cdn.ac.uk/cdn-annual-awards-2016

CDN Emporium: Inspiring Ideas 2016

This year the CDN Emporium explored 'Developing the Workforce' as a theme, focusing firmly on the current needs and challenges facing colleges.

The purpose of the Emporium is to create opportunities to:

- Share inspiring practices and success stories from colleges, their partners including schools, employers and students
- Lead and discuss inspiring ideas that shape a transforming workforce development agenda.

CDN hosted the Emporium: Inspiring Ideas, in partnership with a number of key organisations, over a period of two and a half weeks, from 1 to 17 June, with 14 events and 850 visitors from around 60 schools, colleges, partners, agencies, and employer organisations – including 50 students.

A huge thanks to all colleges and partners who supported the Emporium from the team here at CDN.



Highlights of the programme:

The Emporium was launched on 1 June at the Glasgow Science Centre, with an address provided by its CEO, Dr Stephen Breslin (pictured left) on the subject of the STEM skills gap.

CDN launched the 'Essential Skills Statement of Ambition' at its conference, Essential Skills for Education and Employment, which took place in partnership with New College Lanarkshire at 101 Park Street on 10 June. The purpose of the Essential Skills Statement of Ambition is to ensure all students develop the required employability skills, life skills and attributes throughout their college experience to enable their positive achievement in learning, life and work. View the document here:

<http://ow.ly/KpG3303vbjG> The Minister for Further Education, Higher Education and Science, Shirley-Anne Somerville (pictured below, centre), presented the keynote at the event, which was her first visit to the further education sector in her new role. Her keynote can be viewed at <http://ow.ly/cDUI3032giZ>



Excellent opportunity to network and experience a range of engaging workshops and activities.



What delegates told us:

97% felt that the 'Developing the Workforce' theme was relevant to their work

94% would be interested in similar events in the future

83% made new contacts or developed new partnerships.

What's next?

The feedback received identified a range of themes for the CDN team to plan the 'what next' and how we add value supporting the inspiring work achieved by the sector in continual development of the workforce. Key themes identified are highlighted below:



On 14 June Argyll Court hosted a digital double with Cyber Resilience in Colleges, which was aimed at college leaders and corporate IT managers, providing learning about threats that colleges can face and ways to prepare for them. A twilight Digital Skills Workshop offered hands-on, basic programming skills for educational practitioners.

Inspiring the Future in Food took place at Fife College and offered a lively mix of presentations and exhibitions, including the Scottish Food & Drink Federation, Young Enterprise Scotland, Tesco, Genius Foods and the Innovation Centre for Industrial Biotechnology.

The Emporium was closed with the Finale event, College and Employer Partnerships, which saw a rich mix of presentations, workshops, interactive stalls, networking, and discussion.



The CDN team look forward to working with the sector and partners in taking forward the 'What next?' themes throughout 2016-17.

Join the conversation:

 College Development Network

 @ColDevNet #emporiumCDN

www.cdn.ac.uk/emporium



Dates for your diary

See below for a selected taste of what's coming up over the next few months.

For the full list of events please go to <http://www.cdn.ac.uk/courses-resources/>

<p>16 September 2016</p> <p>Education Sector PA – ESPA Development Network Conference 2016</p> <p>The conference brings together fantastic speakers who are leading educationalists. It also focuses on motivation, mindfulness and creating energy as individuals in team settings.</p> <p>Venue: CDN</p>	<p>28 September 2016</p> <p>Corporate Parenting – The Next Step</p> <p>Following on from the Corporate Parenting events we ran last session this event will focus on a number of issues raised by colleges as they have been developing their corporate parenting plans.</p> <p>Venue: CDN</p>	<p>26 October 2016</p> <p>Internationalism – What does it mean for colleges and students?</p> <p>This interesting full-day event at CDN, led by British Council staff, will discuss a range of programmes and funding opportunities from the British Council and will explore the internationalisation of the curriculum.</p> <p>Venue: CDN</p>
<p>21 September 2016</p> <p>Inspiring Leaders and Lecturers; Aspiring Teams and Learners</p> <p>This interactive and engaging afternoon at CDN, led by Alan McLean, will explore his online self-evaluation tools and the Behaviour/Learning Stances and Leadership/Teaching Styles.</p> <p>Venue: CDN</p>	<p>6 October 2016</p> <p>Access and Inclusion Event</p> <p>The Access and Inclusion Network is primarily for staff across Scotland's colleges with key responsibility for ensuring the access and inclusion of learners with a broad range of additional support needs, into all aspects of college life.</p> <p>Venue: CDN</p>	<p>3 November 2016</p> <p>Employability Enterprise and Essential Skills Event</p> <p>An exciting and engaging event which will explore the opportunities presented by the Essential Skills Statement of Ambition. The event will focus on emerging needs regarding 21st century skills; identifying and evidencing of essential skills; developing employability, enterprise and entrepreneurial skills.</p> <p>Venue: CDN</p>
<p>22 September 2016</p> <p>Marketing and Communications CPD Event</p> <p>This full-day workshop will explore internal communications and crisis communications.</p> <p>Venue: CDN</p>	<p>25 October 2016</p> <p>College Board Members' Conference</p> <p>CDN Board Members' Conference will take place on Tuesday 25 October 2016 at the Hilton, Glasgow. The conference will bring Board Members together providing them with opportunities to network, share experiences and learn from recent developments in the sector through a mix of presentations and workshops.</p> <p>Venue: Hilton Hotel, Glasgow</p>	<p>22 November 2016</p> <p>CDN Annual Awards 2016</p> <p>CDN's Annual Awards present a unique opportunity for the sector to celebrate successes, reward achievements and showcase to the wider community the many outstanding projects and initiatives being delivered by colleges throughout Scotland.</p> <p>Venue: Radisson Blu, Glasgow</p>



Over the past year a total of **6,940** delegates have attended **357** events and meetings held by CDN. **1,093** participants attended a course or event via **virtual delivery** (eg webinar or video conference), saving them **136,041** miles of travel.

'Very relaxed and warm style of delivery by course tutors, put into context by using examples of everyday life made it easier to understand.'

To view a list of all forthcoming events and book online, please visit: <http://events.collegedevelopmentnetwork.ac.uk/events>

Bespoke development for Borders College



Borders College share their experience of a CDN tailored workshop 'Developing our Professionalism; Developing our Teams; Developing our College'.

As well as delivering planned professional development opportunities, CDN offers tailored consultancy services to develop and deliver specific professional learning packages based on the requirements of individual regions, colleges and their staff.

Through regular contact over a number of weeks, CDN and the college collaborated openly and effectively to develop a day-long workshop to encourage managers to reflect and review current practice and approaches within their teams and across the college, following the college's Year of Refresh. This workshop 'Developing our Professionalism; Developing our Teams; Developing our College' was supported and enhanced by high quality materials. CDN willingly shared expertise and ideas, were very responsive to changes requested by the college and would regularly check the appropriateness of activities they were proposing.

The CPD was successfully delivered to all senior and middle managers for both academic and

support teams between October 2015 and January 2016 with excellent feedback received. To ensure consolidation of the CPD and provide the opportunity for teams to work collaboratively to deliver successful outcomes for the college, managers were required to work in tercets (groups of three) to discuss and plan a relevant college challenge or project. Feedback sessions have taken place to facilitate tercets, sharing both learning and progress of these projects, so demonstrating positive impact as a result of the CPD.

One tercet challenge – motivation, engagement and active participation in learning and development activities – has already had a positive impact on the revision, planning, and delivery of the college staff CPD programme. CDN have been instrumental to the overall success of this CPD programme.

To find out how CDN can meet the learning and development needs of your organisation, please contact Connor Wade:
e: connor.wade@cdn.ac.uk; t: 01786 892006
m: 07764 310470

Feedback from staff indicates that they found the sessions engaging, motivating, and valuable in developing them as leaders of their teams.

Debbie Kerr, Head of HR and Development

College Enterprise Roadshow

CDN, in partnership with multiple enterprise organisations will be touring the country during the 2016-17 session, to showcase the support that is available to students and staff around the subject of enterprise.

For some students, setting up their own business will be a necessity either straight after graduating or at a future point in their career. Alongside their normal studies it can be difficult to have knowledge and be aware of the essential skills needed to survive in the business world. The roadshow will give students the opportunity to

speak to organisations first hand and draw on their expertise. Although the exhibitors will vary depending on the college region, organisations like the Scottish Institute for Enterprise, Bridge 2 Business, and Royal Bank of Scotland are examples of the organisations involved.

At present, West Lothian College and Forth Valley College are the first to confirm that they will be hosting the enterprise roadshow with other colleges expressing interest.

If you are interested in hosting the roadshow at your college, please contact Connor Wade:
connor.wade@cdn.ac.uk

Framing continuous learning and development

Building on the success of the CDN Management and Leadership CPD Framework, Sandra-Jane Grier introduces the new Framework for Supporting Continuous Professional Learning and Development.



Sandra-Jane Grier

The successful delivery of inspirational and highly effective teaching and learning experiences relies on having well qualified and motivated staff who are continually developing their subject based knowledge and skills and their understanding of learning, the student experience and related educational practices and approaches.

In recognition of this, 2016–17 will see the launch of CDN's new Framework for college lecturers and support staff which aims to assist college staff to address the challenges of maintaining high quality learning, teaching and assessment, within complex and dynamic learning environments. The Framework for Supporting Continuous Professional Learning and Development has at its core the promotion of high quality teaching and learning to build capacity and help develop the lecturer and college support staff of the future. Its approach and content will be mapped against the initial Professional Standards for Lecturers in Scotland's Colleges.

College staff are not homogenous, and as individuals come with different needs and aspirations so the Framework will be developed to offer a variety of customisable transition pathways for new and existing college staff. Programme content will complement college-based staff induction programmes and CPD opportunities provided through other routes and professional awards such as Teaching in Colleges Today (TiCT, available on CDN LearnOnline), PDAs, and TQFE. Teaching in Colleges Today is our introductory programme for new lecturers covering lesson planning, learner engagement, and managing your own

professional development. In the last academic year 37 candidates have achieved this qualification, which is a great stepping stone to PDAs and/or TQFE. The breadth and variety of professional learning content will help ensure that the Framework is also relevant to experienced college staff wanting to further develop and enhance their practice and keep up to date with professional and/or vocational applications and developments.

There are two core principles which underpin the Framework:

- **Critical thinking and reflection**
- **Evaluation and impact.**

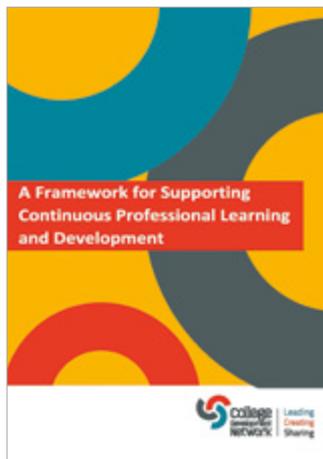
These core principles underscore the value placed on progressive professional learning and the importance of critical thinking and reflective practice as a key mechanism to support quality enhancement of existing and new practices.

Framework content will be structured around three inter-related and complementary developmental themes:

- **The curriculum**
- **Pedagogy and practice**
- **Equity and excellence.**

Individual staff members will be able to select from the range of options and topics, building up knowledge and skills through a supported personalised pathway for professional learning, which builds on their prior experience and is designed to support both their immediate and longer term professional development.

View the new framework at <http://ow.ly/pXa0303ve8T>



The content will be mapped against the initial Professional Standards for Lecturers in Scotland's Colleges

Mindfulness – what's it all about?

Sandy MacLean explains what mindfulness is and how it relates to an educational context.



Sandy MacLean

Mindfulness is a particular way of paying attention. It is the mental faculty of purposefully bringing awareness to one's experience in the present moment. It can be applied to sensory experience, thoughts, and emotions by using sustained attention and noticing our experience without reacting. Its origins sit firmly in the East but over the last 40 years it has increasingly been taught in a secular form and simplified to suit a Western context.

In the 1970s anecdotal and research findings about the ability of mindfulness practices to reduce unhealthy psychological symptoms triggered interest in mindfulness as a healthcare intervention. Since then mindfulness has become a successful mainstream influence in medicine, psychology, corporate environments and now education.

Thirty years of research and more recently, brain science, offer compelling evidence to support the use of mindfulness in education. It could be construed as the new buzz word, but it is the very opposite of 'buzz' and it is far from new! The turmoil, the noise and information flow in our internal and external environments will not stop – it is just a fact of life. Mindfulness is a way to cope with this using a range of techniques to achieve mental clarity.

Over the last four years CDN has run a series of events and workshops focusing on the relevance of mindfulness within an educational context with a specific emphasis on learning and teaching and supporting students. However, there is growing interest in the application of mindfulness in the workplace; particularly in relation to reducing stress, improving well-being and enabling resilience. In addition to this, research carried out in workplace settings has shown significant improvements in productivity, relationships, employee engagement, creativity, and the capacity to deal with demanding workloads.

In June we ran a half-day experiential session which provided an introduction to the key concepts of mindfulness training and its relevance to leaders or emerging leaders within organisations, illustrating how mindfulness can help us to meet the challenges of the workplace with effectiveness, curiosity, and creativity. This session was a stand-alone introduction to mindfulness but also a precursor to the **Mindfulness for Leaders: Generating the Space to Lead** programme. It's running over six sessions at weekly intervals, between August and October 2016.

Due to demand additional Mindfulness Courses are now online and can be viewed at: <http://www.cdn.ac.uk/courses-resources/events/>

Please contact Connor Wade: connor.wade@cdn.ac.uk for more information about bespoke mindfulness courses.

CDN's Management and Leadership CPD Framework CMI Programmes

CDN's new Management and Leadership CPD Framework aims to support colleges to address the challenges of leading and managing in a complex environment. It offers a transition pathway from first line managers to senior leaders.



Chartered Management Institute (CMI) Certificate in Coaching and Mentoring

Dates: 2016

12 October, 9 November, 7 December

2017

11 January, 8 February, 8 March, 5 April, 2 May

Duration: The programme is delivered over six months using a blended approach including eight highly engaging workshop days at our facilities in Stirling.

Aim: Aimed at developing your skills, knowledge and practice as a team leader, or a new or existing middle manager. This programme gives you the opportunity to build your confidence and skills to support your team and colleagues when dealing with and responding to challenging conversations in the workplace.

Programme content: Unit 5014V1 – Introduction to management coaching and mentoring. Unit 5016V – Using coaching and mentoring skills as a manager. Unit 5017V1 – Coaching practice and theory.

The delegate rate for this programme is £725 per person which includes your CMI registration and assessment fees.

For further information please go to:

www.cdn.ac.uk/projects/governance-leadership-and-management/leadership-and-management/

Or contact Lucy Walker at lucy.walker@cdn.ac.uk

Celebrating success

We're delighted to celebrate the achievement of 46 delegates who have successfully completed the following courses with CDN over the past few months:

- **vFILS Certificate (Facilitate Inclusive Learning Strategies)**
- **PDA Inclusiveness Qualification (Promoting Inclusiveness for Learners with Additional Support Needs)**
- **Management and Leadership (CMI)**
- **Management Coaching and Mentoring (CMI).**

CDN continues to operate successfully as a centre for SQA and CMI qualifications and to work with colleges as credit rating bodies, offering a growing number of programmes.

Thirty staff in the college sector have now successfully completed our new **Safeguarding** online course. Full of valuable information and guidance, this course will give you more confidence in dealing with safeguarding issues in your workplace.

Find out more here: <http://ow.ly/Swwk3034gUy>



The newly launched **Inclusive Practitioner** programme allows you to build your learning and professional development activities – such as our online courses and webinars – towards a new certificate and Open Badge.

Find out more at <http://ow.ly/eGr63034h0E>



Call us: 01786 892000

Join the conversation:



College Development Network



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