

**Engineering Professors Council
Minutes of the meeting of the
Education, Employability and Skills Committee (EES)
held on 1st July 2024 via Zoom**

Present via Zoom

Georgina Harris (GH) Chair, Johnny Rich (JR), Mike Sutcliffe (MS), Paul Greening (PG), Faith Nightingale (FN), Andy Spowage (AS), Kay Bond (KB), David Brown (DB) and Abel Nyamapfene (AN)

With

Stella Fowler (SF), Rhian Todd (RT) and Lisa Chilcott (LC)

Apologies

Henri Huijberts (HH) and Bev Gibbs (BG)

		Action ref
1.	<i>Apologies for absence</i>	
	Noted as above.	
2.	<i>Minutes of the meeting held on 6th February 2024</i>	
	<p>The minutes of the previous meeting were confirmed.</p> <p>Previous minutes to have draft watermark and highlighting removed and loaded to website as confirmed minutes. Action: RT</p>	2407-01
3.	<i>Matters arising not on the agenda</i>	
	<p>JR updated the committee on the Maths T Level project. The phase 1 paper is not yet formally approved and the phase 2 project is still to be agreed.</p> <p>JR said a number of interim arrangements have been made with regards to the Engineering Accreditation Board (EAB). Further information is available on the website.</p>	
4.	<i>Toolkits Update</i>	
	Progress update on Ethics and Sustainability Toolkit	

	<p>JR said both toolkits are out there with work continuing. JR said we have a small amount of additional funding for the Sustainability toolkit from HCI Skills Scotland. The funds are to run two CPD programmes to promote the use of the toolkit. JR said it is great to have more activity in Scotland. JR said the EPC hope to develop a CPD offering over time.</p> <p>Progress on Enterprise Collaboration Toolkit JR said the toolkit sits under the RIKT committee who are keen to do more work. Funding has not been secured yet, but there are some potential prospects.</p> <p>Complex Systems & AI Toolkit JR needs to write a short proposal then Quanser have agreed to sponsor the toolkit for potentially 3 years of work. It is not exclusive sponsorship so the hope is more funding will be secured. Hopefully work will start imminently. There is interest from the Engineering Council and potential sponsors in an AI toolkit. We will need to be clear about what we want to say – is it about use of AI, teaching into AI, research in AI or all of the above? We will need some definition of what would/wouldn't be included. GH suggested contacting CPHC regarding Security and AI toolkits.</p> <p>Safety Toolkit JR has been talking to Lloyds Register Foundation about sponsorship and is currently working through the grant process. JR asked the committee for assistance. If committee members have a view on a Safety toolkit that might form an endorsement for the pitch they should email them to JR. Action: ALL JR said if anyone has international links that would be useful.</p>	2407-02
5.	Neurodiversity Project	
	<p>SF said work has been progressing. Following an event at the Dyson Institute of Engineering and Technology a small group of unofficial champions has been developed.</p> <p>During Neurodiversity Celebration Week SF said the EPC produced a range of blogs headlined by a blog from Amanda Kirby with blogs from those with lived experience.</p> <p>SF said there are a handful of different approaches for awareness raising so she is trying to untangle them into something useful. SF said she is working with Lisa Brodie and BG. They have started thinking about a maturity framework to try to highlight key dimensions – what good looks like, what are people aiming for to support staff and students in this space? SF said they want to work with champions and their networks. Dyson kindly funded a workshop event in June which brought the champions together to talk about what good looks like. Champions were invited to bring along someone from professional services and two students. There were around 60 people in the room which made for an amazing event. There is now an established group of around 60 who want to work on this project. They will be pulling dimensions of a matrix together. A webinar will take place which will also be open to the membership in order to model what the starting point is and to identify gaps. SF also wants to get started on a piece of data work in this space but data out there isn't great. Funding is needed, Amanda Kirby (Do-It Solutions)</p>	

	<p>would match fund. SF is reaching out to the community for volunteers to assist with finding funding. SF asked the committee to continue supporting the work and to contribute to the framework by either attending the webinar on the 25th July at 2pm or contributing at a later date. GH said she is always happy to help. SF said we are limited as we only have so much resource. GH suggested contacting Julia Williams or Diane Harris. JR suggested SF put together a phased series of deliverables that we would like to achieve over the next two years – a roadmap. The roadmap would then make it easy to come up with a pitch for potential funders. GH said this roadmap/skeleton plan should be a shared, editable document which can be circulated to the committee which can then be discussed at the next meeting. JR said we should try to put some financials on there too.</p> <p>Action: SF</p>	2407-03
6.	<i>Horizon scanning and scope of work</i>	
	<p>JR said on the policy side everything is in limbo at the moment with the election taking place on Thursday.</p> <p>SF said the Engineers 2030 consultation has been taken out to members and is collaborating with Engineers without Borders. SF said a consultation response will be submitted today. SF said she will continue to work on a longer response and try to be specific with recommendations.</p> <p>SF said an extensive response was submitted to the ABS consultation in collaboration with Engineering UK, Engineering Council, RAEng and NEPC. SF led on the response for the assessment part of it. This has been added to the website.</p>	
7.	<i>Any other business</i>	
	<p>GH said she has been nominated for different role in the EPC so suggested appointing two vice chairs. The committee agreed to appoint BG and AN.</p> <p>JR asked committee members to register for the AGM on Wednesday.</p>	
8.	<i>Date of next meeting</i>	
	25 th September at 12.30.	

Action log

Reference	Agreed Action	By
2407-01	Previous minutes to have highlighting and draft watermark removed and loaded to website as confirmed minutes.	RT
2407-02	JR asked the committee for assistance. If committee members have a view on a Safety toolkit that might form an endorsement for the pitch they should email them to JR.	ALL
2407-03	SF to create a roadmap for the neurodiversity project to share with the committee.	SF