



**Engineering Professors Council
Minutes of the meeting of the
Education, Employability and Skills Committee (EES)
held on 23rd October 2024 via Zoom**

Present via Zoom

Bev Gibbs (BG) Chair, Johnny Rich (JR), Faith Nightingale (FN), Abel Nyamapfene (AN), Clive Neal-Sturgess (CNS), Sravanti Sashikumar (SS), Georgina Harris (GH), Andrew Spowage (AS), Kay Bond (KB) and Rink Desai (RD)

With

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

Apologies

Mike Sutcliffe (MS)

		Action ref
1.	<i>Apologies for absence</i>	
	Noted as above.	
2.	<i>Minutes of the meeting held on 1st July 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>	2410-01
3.	<i>Matters arising not on the agenda</i>	
	<p>SF told the committee that member institutions are being asked to complete the enrolment survey. SF asked LC to send the committee the link to the survey and asked for the committees support. Action: LC</p>	2410-02
4.	<i>Toolkits Update</i>	
	JR said both the Ethics and Sustainability toolkits are out there with work continuing. JR said he is looking for more funding for both toolkits to assist with further dissemination.	

	<p>AS asked if there are plans to extend the Ethics toolkit to include the ethical use of AI tools by students? JR said he thinks there already tools relating to AI but not many so a good suggestion. JR said he is looking for funding for an AI toolkit so if any committee members or colleagues have contacts for funding please let JR know.</p> <p>JR said funding has been secured from Quanser for the development phase of the Complex Systems toolkit. Peter Martin (Quanser) and Nikita Hari (Oxford) are co-chairs. The toolkit needs further funding so JR asked the committee once again for suggestions of funders.</p> <p>JR said he is in the final stages of a bid from Lloyds Register Foundation for a Safety toolkit. We should know next week if the proposal is approved. If approved we will be looking at 2-3 years of funding.</p> <p>JR said other toolkits are in various stages of development. The EDI toolkit - such a massive topic the thought is to tackle it in smaller increments. BG said at the IET accreditors conference they were starting to issue guidelines around ethics and EDI. BG said engineering bodies are struggling with EDI. KB said she is on an IMechE working group, it is a thorny issue for HEIs to embed EDI in the curriculum to good effect. KB has been trying to provide guidelines to help and has been pushing the Ethics toolkit. JR said the intention is not always to create the toolkits, we should seek to signpost. JR said if committee members use the toolkits, please share how you have done that even if it is just a comment on the website. JR said teaching enhancements are available so if committee members are willing to share theirs that would be great.</p> <p>BG said she recalls going through toolkits at a previous meeting and a QAA toolkit was discussed. Work on innovation and quality assurance is done. BG said her group could pick up the work on this in quarter 1. BG said if anyone wishes to contribute let us know.</p>	
5.	<p><i>Neurodiversity Project</i></p> <p>SF said at the last meeting she gave a whistlestop tour through the work going on and agreed to bring a roadmap to the committee. SF shared her screen to view the papers. SF said there will be four key stages:</p> <ul style="list-style-type: none"> • Support • Identify • Define • Challenge <p>SF said they have been working on a neurodiversity framework for some time. Work to date is at a point where we have gone as far as we can with the EPC side of work. SF is now trying to identify a panel of experts. There are some students, academics and central services staff but not quite enough yet. BG said ideally they will be looking for 10 students, 10 academics and 10 central services staff. AS asked SF to put details in an email to him so he can forward it to people who have an interest in the area. SF agreed to send details to the committee. Action: SF</p>	2410-03

	<p>AS asked if there are any issues with ethical approval? SF said at the moment they haven't found any ethical considerations. Already the community has broken into various working groups who will start working on making it three dimensional then will be signposting and creating materials. There is a group looking at lived experience – that is potentially where ethical work needs to take place. There are also groups looking at vignettes, assessments and resources.</p> <p>SS asked if contacting students through departmental data, will it be marginalising? SF said that is a good question but not something we are looking to do.</p> <p>SF referred to the paper regarding a trait based survey and said it requires significant funding. GH said she would like to be involved. GH suggested contacting OfS for funding. JR said the deadline is tomorrow. SF said the best approach is starting with the pilot. Amanda Kirby has talked about match funding.</p> <p>SF asked the committee to officially support the work and asked for further discussion at the next meeting. BG offered to help with funding applications.</p>	
6.	<i>AI webinars</i>	
	<p>LC asked the committee if they had any suggestions for panellist's. BG said Dyson hosted an event on AI in June. She will forward details. AN suggested contacting David Guiles, Institute of Education. BG suggested contacting Prof Manuch Soleimani, Bath University. BG asked if a call has been put out on the EAN? JR said good idea and also to put a call out on twitter. BG then suggested Emma Crichton at Engineers without Borders and Mckinsey Digital. JR said RAEEng had a number of blogs on the subject which might be useful. BG said to look at QAA collaboration enhancement site which has a library of projects they have funded. In the last few years they have funded AI projects. JR said he would ask QAA.</p>	
7.	<i>Horizon scanning and scope of work</i>	
	<p>JR said there is a consultation coming up on Industrial Strategy. The EPC hopes to link into the NEPC response. BG said it sounds like it would be more associated with the RIKT committee but if they respond and want a paragraph on education someone on the committee can help.</p>	
7.	<i>Any other business</i>	
	None.	
8.	<i>Date of next meeting</i>	
	3 rd February 2025 at 10.30am.	

Action log

Reference	Agreed Action	By
2410-01	Previous minutes to have highlighting and draft watermark removed and loaded to website as confirmed minutes.	RT
2410-02	LC to send the enrolment survey link to committee members.	LC

2407-03	SF to email committee details to forward to potential neurodiversity panel experts.	SF
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