

<b>ECEC AND SAC SECTORS SKILLS PLAN</b>				
<b>Minutes of Meeting of Steering Committee, Advisory Committee, and T&amp;PDRG</b>				
<b>Date</b>	20 February 2013			
<b>Location</b>	The Campbell Town Hotel, Campbell Town			
<b>Time</b>	10.15am – 12.30pm			
<b>Present</b>	<p><b>Project Officer</b> - Helen Simmons</p> <p><b>Steering C'ee</b> – Chris Symons, Jo Walsh, Annette Barwick (ECA Tas) and Linda Seaborn (Skills Tas)</p> <p><b>Advisory C'ee</b> – Helen Houston (TSI), Janelle Brennan (FDC), April Bradford (Campbell Page), Janette Armstrong (United Voice), Helen Miller (ECU), Jenny Brooks and Sarah Berwick (Polytech, N-W) representing Annie Saunders</p> <p><b>T&amp;PDRG</b> – Michelle Beakley (Care Bears), Scott Gibson (BBCS, OSHC), Emily O'Brien (Little Bees), Kelly Ashton (Lipscombe), Wendy Richards (Wynyard OSHC), Sharon Payne (St Patrick's CS), Shirley Kelly (BBCS)</p>			
<b>Apologies</b>	<p><b>Advisory Committee</b> – Annie Saunders (Polytech), Allyson Davies (Skills Institute), Allison Young (ECU)</p> <p><b>T&amp;PDRG</b> - Tammy Bennett (Bagdad CCC), Nicole Schenk (Goodstart, Blackman's Bay), Una Lalagavesi (Discovery Dominic), Robyn Horner (Clarence FDC), Sallie Hextall (NCN), Susan Tuck (Abacus), Kate Whitbread (GCC), Aileen Brett (Elanora),</p>			
<b>Guest Speaker</b>	Michele Dawkins, Manager, Industry Engagement, ASQA			
<b>Item</b>	<b>Discussion</b>	<b>Action</b>	<b>By Whom</b>	<b>By When</b>
1. Welcome	<ul style="list-style-type: none"> <li>▪ Chris Symons welcomed all present, giving a special welcome to Michele Dawkins, Manager, Industry Engagement, ASQA (based in national office, Brisbane); and thanked the traditional owners.</li> <li>▪ List circulated to note those present, &amp; to note apologies</li> <li>▪ Chris noted latest development, based on sector feedback – a pilot literacy program, with view to developing resources for the sector</li> </ul>			
2. Minutes	Minutes of 1 <sup>st</sup> Roundtable had been circulated. No requests for amendments. Adopted.			
3. Update on CS&H ISC Review of National Training Package	<p>The link to the CS&amp;H ISC Training Package draft had been distributed as widely as possible prior to the meeting.</p> <p>Helen distributed copies of the document <i>Overview of the changes</i> + several proposed Cert III modules:</p> <ul style="list-style-type: none"> <li>- <i>Use an approved learning framework to guide practice</i></li> <li>- <i>Develop cultural competence and work with Australian Aboriginal and/or Torres Strait Islander cultures</i></li> <li>- <i>Support children to connect with their world (elective)</i></li> <li>- <i>Work within a regulatory framework specific to children's services</i></li> </ul>			

	<p>Helen Houston raised the unit ‘Develop cultural competence and work with Australian Aboriginal and/or Torres Strait Islander cultures’ – noting that it may be difficult to assess in Tasmania, because difficult for students to demonstrate the competency. ‘The unit ‘Work Effectively with Culturally Diverse ?’ could be more appropriate. Lively discussion re unit purpose – referred to small group (see Action)</p> <p>Helen Houston commented re terminology re NQS/Learning Frameworks – now explicit c.f. implied, which could be difficult with political change, etc.</p> <p>‘Support Children to connect with the World’ – seems to be new name for ‘Sustainability’, ie superficial way of dealing with the Framework.</p> <p>ECE008 – maybe good for a core unit, cf ‘Work within a legal and ethical framework’.</p> <p>‘Use an approved learning framework to guide practice’ – should this be included?</p> <p>RTO reps noted that input from this group to RTOs re clustering/sequencing of units would be really useful.</p> <p>Michele Dawkins commented – pose the question, ‘does this unit reflect what you would expect from someone in the workplace?’ ...if yes, then give feedback to RTOs</p> <p>Helen H suggested that Roundtable Advisory or a subgroup act as Industry Reference Group for RTOs.</p> <p><i>What is still missing from Training Package Draft 2 ?</i></p> <p><b>FDC</b> - Have FDC issues re wording, eg size of group/centre based care emphasis, been dealt with?</p> <p>Helen H – assessment wording gives more flexibility for FDC situations than previously, eg ‘demonstrate with a toddler’.</p> <p><b>Units re child development</b> – Emily and Michelle noted – ‘holistic development’ a core unit in Cert III; but there is also an elective ‘Foster etc....’ Very similar content, so is it doubling up? Feedback from their educators is that it is ‘useless’</p> <p>Helen H explained that up until now, a student had to complete certain Cert III units, then get credit transfer to Diploma. The entry units are now built into the Diploma, but not 12 of them (as previously); plus ALL development units are combined into one unit. The Cert III elective unit is a core in Diploma.</p> <p>The cost structure now will probably encourage employers to have educators go straight to Diploma</p>	<p>Steering C’ee to Discuss further</p>		
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	<p>rather than 'via' Cert III</p> <p><b>Clarity re terms used</b>, eg what does 'under supervision' mean? Direct supervision? Or flexible enough to cover FDC situations? Important because we want to promote consistency between RTOs. Is it clarified in the Companion Volume?</p> <p>Michele D advised that unless assessment method v clear ASQA can't audit the practice, ie if in Companion Volume, then not able to audit</p> <p>Resolved: Small group to meet to prepare feedback on Draft 2 to send to CS&amp;HISC by 15 March.</p>	'Feedback' Group to meet once, for 3 hours	Helen H, Scott G, Janelle B, Jo W, Annette B Helen S	6 March, at LGT, 11am – 2pm
4. Report on Survey Monkey	<p>Helen distributed a number of colour copies of the DRAFT report.</p> <p>Discussion to stay 'in-house' at this stage, please.</p> <p>Caution re interpretation of findings – it was a small sample; plus responses were at a given point in time, ie there will be changes as services move towards 01 January 2014.</p> <p>Cert III – findings imply approx 90 people to recruit/to commence study – this could be potential problem, eg if all services try to recruit at same time.</p> <p>Chris noted that there is some work at national level around the transition of unqualified people.</p>	Draft report to go to ECA-Tas Exec		
5. Presentation by Michele Dawkins, Manager, Industry Engagement, ASQA	<p>Michele gave an excellent interesting presentation re the work of ASQA</p> <p>Please note: To ensure that RTOs who were not able to attend the afternoon session read about Michele's overall session, the notes from this morning's session have been incorporated with the <b>Roundtable</b> minutes.</p>			