



AN UPDATE FROM THE SDF EXECUTIVE COMMITTEE

1. **SDF website** – this was launched on 10 October 2016. It is still “work in progress” as we intend to make the site more interactive by adding such features as Blogs, social media links, regional editable areas etc.
2. **Transactional website** – it is hoped that we may be able to add a transactional element to the site. This will allow users to book/reserve places at SDF &/or regional events, inc. National Conference
3. **Income generation** – members will be aware that paid-for advertising appeared in the Spring 2016 Newsletter. This additional funding stream allowed for on-line and print versions to be produced, and will continue into 2017 & beyond. The SDF will be looking for additional options to generate income, such as paid-for adverts on the website, paid-for banners on SDF Jiscmail, sponsorship of local/regional events etc. Members are encouraged to contact the SDF Exec if they have any ideas or suggestions on income generation/sponsorship
4. **2016 Conference** – a post-event survey was conducted (approx. 60 replies) Overall feedback is very positive. Emily Hopkinson (SDF Secretary) is in the process of producing a web-suitable version for members.
5. **Conference Follow-Up** – key themes identified from Conference will be communicated to members in due course. Where possible, the SDF will provide support and funding to enable these themes to progress
6. **SDF Awards 2016** – 11 applications for the Award were received. The winner was Salford University. All information about the 4 x shortlisted applications are on the SDF website. The Awards will be running again in 2017. Application information will be circulated to members in Spring 2017
7. **2017 Conference** – to be hosted by the University of Birmingham. Dates & location still to be determined.
8. **Collaborative Regional Development Grants** – SDF hope to be able to fund at least six grants during 2016/17. Funds are available up to £1500. Members are advised to check the SDF website for guidance notes and application form. Most recent application is from the Eastern Region – HE Career Pathways Symposium. Members are reminded of the revised post-event assessment and evaluation criteria that applies to all Grants – namely poster/presentation at Conference and a 12-month impact assessment.
9. **SDF Exec. Committee roles** - It was agreed that Exec Committee roles would be extended to a three year term. The Treasurer role was announced at Conference (Albina Shashyna at Westminster Uni.) a.shashyna1@westminster.ac.uk The role of Secretary is due for election in March 2017 and regional members are invited to make their submissions now. A “job description” and application form can be found on the SDF website. The role of Deputy Chair will be up for election in late summer 2017, with change over at Conference in November. The role of Chair will be up for election in Autumn 2018, with change over at November Conference.

YEAR	APRIL CHANGEOVER	NOVEMBER CHANGEOVER
2016		Treasurer
2017	Secretary	Deputy Chair
2018		Chair
2019		Treasurer
2020	Secretary	Deputy Chair
2021		Chair
Continues as above		

10. **Communications Officer** – this is a new (voluntary) role, created to assist the Exec. and web developer to enhance our communications, web presence, social media etc. The post holder is Rossana Espinoza – also of Westminster Uni. r.espinoza@westminster.ac.uk The post is initially a 12-month position, but this will be reviewed in due course. At present, the role reports to the Chair but is not a member of the Exe. Team.



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11. **HEA Fellowship** –the SDF remain committed to professional recognition for members and would support an application to run an additional workshop to enable members to progress their applications... HOWEVER
12. **Apprenticeship Levy** – this may adversely affect the work and budgets of ALL L&D departments across UK HEIs so a watching brief is being kept on progress. It may be pertinent to put Item 10 into abeyance for a while, as it is likely that members may be able to follow an HE Apprenticeship route to acquire Fellowship – which will also allow employers to claim back part of the levy.
13. **LFHE funding** – the 2016/17 Funding Application (£25,500) has been submitted to the LFHE. We await their decision. A copy of the Submission will be put up on the website in due course.

Nick Gallagher-Hughes
Chair to the SDF Executive Committee
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