



## **Summary of key outcomes of the Annual General Meeting of ANTF meeting on 21 March 2016 on day one of the ANTF symposium at the MacDonald Burlington Hotel, Birmingham**

At the start of the meeting, the chair introduced the members of the Committee for the Association of National Teaching Fellows:

Sally Brown, (Chair), Pratap Rughani, (Deputy Chair), Secretary, Peter Draper, Treasurer, Ian Scott, (his Deputy Momna Hejmadi was unable to attend), Officer for Events and her Deputy, Laura Richie and Sarah Houston, Officer for International matters and her Deputy, Carol Evans and Chrissi Nerantzi, Communications officer, Simon Lancaster, Sponsorship Officer James Intrilligator, (the Officer for Nations, Charles Buckley was unable to attend but James presented his report on his behalf) and the Membership Engagement Officer John Craig who also sent apologies.

A summary of key points:

1. The meeting was attended by 10 ANTF committee members, 24 additional NTFs and two representatives of the Higher Education Academy;
2. The minutes of the previous AGM held on the 30th March 2015 were confirmed as a true record;
3. Gratitude was expressed to the outgoing chair and other members finishing their terms of office for the substantial work undertaken and to the new committee members for taking up their roles, especially to the Treasurer who had managed the transition of the bank account. Thanks were expressed from the floor to the Events team for organising the symposium and communicating effectively about it.
4. Chair's report. A written report was received and is to be made available on the ANTF blog. Key points included her statement that
  - she would hold the position for one term of office only, and a suggestion that the next Chair should be elected one year before taking office to ensure a smooth transition. This suggestion was endorsed by the AGM
  - a contract has been signed between the ANTF and the HEA for this year and the next two years, ensuring a welcome period of stability. Members were encouraged to contribute to the work of the HEA as consultants, accreditors and reviewers;
  - a major focus this year to date had been preparing the response to the TEF. Approximately two hundred people had contributed to the online consultation.

5. Vice Chair's report: this concentrated particularly on the Associations' work in responding to the Teaching Excellence Framework and future plans to produce a shortened version of the ANTFs response to the TEF, for lobbying purposes to be circulated to constituency MPs and peers. Members offered helpful suggestions on how to take this forward
  
6. Treasurer's report: he reported on the current healthy status of the Association's finances and recommended that CANTF look to reducing the costs of meetings, ensuring that the symposium breaks even, and seeking new sources of income.

7. Secretary's report: he outlined plans to move the organisations documentation further towards paperless communications.
8. External events: a report was provided on plans for future events, particularly those to stimulate interest in potential future rounds of NTF applications and to stimulate take up of membership activities within the regions/UK nations in conjunction with the Nations officer.
9. The officer with responsibility for International Activities noted that members had attended the EuroSOTL and ISSOLT international conferences and that a systematic approach was being developed to internationalization, including maintaining contact with NTFs living abroad. She also reported on publications activities.
10. Sponsorship: the Sponsorship Officer reported on future plans for gaining sponsorship for the organisation and the AGM noted that the symposium had been well supported by sponsors again this year. From the floor Ruth Pilkington suggested it would be a good time to link teaching excellence to regional events, and that specific sponsorship might be available from commercial organisations with an interest in particular disciplines.

The Sponsorship officer also reported on behalf of the Officer for UK nations that a film and accompanying book on the topic 'Teaching innovation in small nation' are in production'

11. Communications. The officer responsible reported on his work actively promoting the work of the ANTF at ISSOTL and through social media. The former Communications officer Viv Rolfe continues to organise the blog *pro tem*.
12. Report from HEA ex-officio representative. She welcomed the close engagement of NTFs with the HEA and informed the AGM that 64% of reviewers for the NTF scheme are NTFs, and 20% of HEA accreditors are also NTFs.
13. It was noted that a number of NTFs are retiring or have retired and members suggested it would be helpful to seek to attempt to communicate with those who longer worked for their original HEIs to check whether they wanted still to be involved. Chris Pegler offered to work with the HEA representative to maintain an up-to-date database and to ensure that the JISCmail database was accessible to all NTFs.
14. From the floor, Femi Bola encouraged the CANTF to include NTF colleagues in Learning Support and other related roles in future planning for activities, and this was noted with enthusiasm.
15. The **Date of next meeting will be confirmed once arrangements for the 2017** symposium has been planned.

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The committee agreed that:

- From this meeting onwards, the Chair and Secretary will produce a summary of key outcomes of CANTF meetings for publication within approximately two weeks of the meeting;
- ANTF should sign up for internet banking for the ANTF account, with the Treasurer having lead responsibility for this;
- ANTF should move to ensuring all ANTF-organized events should aim to be cost-neutral to the organization and the organization should aim to have one year's operating budget in hand at any time;
- The committee should work towards having a register potential NTF referees for ANFT members wishing to apply for promotion within their institutions.

The next meeting of the committee is to be on 26 April 2016 12-3pm at Anglia Ruskin University's Peterborough campus