

Advisory Board

Annual Meeting | September 2010



20th September 2010
Scarman House
University of Warwick
Coventry CV4 7AL

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Paper Two

Advisory Board | September 2010

Purpose of paper: To record attendance

Action requested: Chair to welcome attendees and receive apologies into record

Attendees

Members

Sefton Bloxham	British & Irish Law, Education and Technology Association (BILETA)
Roger Burrige	University of Warwick (host institution)
Liz Campbell	Law Society of Scotland
Mike Cuthbert	Association of Law Teachers
Penny English	Socio-Legal Studies Association
Selina Goulbourne	Commonwealth Legal Education Association
John Hamilton	Faculty of Advocates
Phil Harris	Legal Education Research Group
Alison Hollyer	Institute of Legal Executives
Julian Lonbay	Society of Legal Scholars
Mandy Gill*	Solicitors Regulation Authority
Valerie Shrimplin	Bar Standards Board

*new member replacing Tim Pearce

Co-opted members

Alison Bone	University of Brighton
Fiona Cownie	Keele University
Nigel Duncan	The City Law School
Ann Holmes	Manchester Metropolitan University
Pat Leighton	University of Glamorgan
Paul Maharg	University of Northumbria
Avrom Sherr	(Chair) Institute of Advanced Legal Studies
Ashley Wilton	Newcastle University

Ex officio members

William Twining	UKCLE External Evaluator*
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UKCLE staff

Natalie Byrom	Research / Information Assistant
Melanie Hughes	Administrative Assistant
Danielle Lysaght	Centre Manager
Patricia McKellar	Senior Teaching and Learning Advisor
Hansa Surti	Events Coordinator
Julian Webb	Director

Apologies

Members

Jane Buddle	British and Irish Association of Law Librarians
Eileen Fry	Association of LPC Providers
Rebecca Hilsenrath	LawWorks
Kevin Kerrigan	Clinical Legal Education Organisation
Mike Ottley	Consortium for Access to Legal Education

UKCLE staff

Shaheen Mansoor	Islamic Studies Research Assistant
Tracey Varnava	Associate Director (on sabbatical leave from April 2010)

Paper Three

Advisory Board | September 2010

Purpose of paper: To enter minutes of previous meeting into formal record

Action requested: Approval of minutes

Minutes of a meeting of the UKCLE Advisory Board held at Radcliffe House, University of Warwick on 21st September, 2009

Present: Alison Bone (University of Brighton), Roger Burridge (University of Warwick), Liz Campbell (Law Society of Scotland), Fiona Cownie (Keele University), Mike Cuthbert (Association of Law Teachers), Penny English (Socio-Legal Studies Association), Eileen Fry (Association of LPC Providers), Selina Goulbourne (Commonwealth Legal Education Association), John Hamilton (Faculty of Advocates), Phil Harris (Legal Education Research Group), Alison Hollyer (Institute of Legal Executives), Ann Holmes (Manchester Metropolitan University), Patricia Leighton (University of Glamorgan), Julian Lonbay (Society of Legal Scholars), Avrom Sherr (**Chair**, Institute of Advanced Legal Studies), Valerie Shrimplin (Bar Standards Board), William Twining (UKCLE External Evaluator).

UKCLE: Danielle Lysaght (Centre Manager), Patricia McKellar (E-learning Advisor), Hansa Surti (Events Co-ordinator), Tracey Varnava (Associate Director), Julian Webb (Director).

Apologies: Sefton Bloxham, (British and Irish Law, Education and Technology Association), Jane Buddle (British and Irish Association of Law Librarians), Nigel Duncan (The City Law School), Rebecca Hilsenrath (LawWorks), Kevin Kerrigan (Clinical Legal Education Organisation), Paul Maharg (University of Strathclyde), Mike Ottley (Consortium for Access to Legal Education), Alan Paterson (University of Strathclyde), Tim Pearce (Solicitors Regulation Authority), David Sadler (Higher Education Academy), Ashley Wilton (Committee of Heads of University Law Schools).

Paper 01/09 Welcome and Apologies

The Chair of the Advisory Board Avrom Sherr welcomed the attendees, with particular mention of the new members: John Hamilton (Faculty of Advocates), replacing Pino di Emidio, and Sefton Bloxam (BILETA), replacing Diane Rowland. It was also noted that Tim Pearce, the intended replacement for Joanne Green as the Solicitors Regulation Authority representative, would be unable to serve due to a change of job and there was therefore a vacancy.

Action Point | UKCLE to contact Solicitors Regulation Authority re selection of alternative representative

Paper 02/09 Minutes and action points from meeting on 24th September 2008

The minutes from the previous annual meeting were confirmed with the following corrections:

Item 04/08: reference to experimental learning corrected to experiential.

Item 08/08: name of Director of the Bar Standards Board corrected to Mandie Lavin.

The action points arising from the previous meeting were all confirmed as having been completed.

Paper 03/09 Director's report

Julian Webb spoke to the Director's report and explained that he had used it more as a vehicle for looking forward as the completed work for 2008-09 had been covered in the Annual Report paper.

He confirmed that despite the year having been predominantly about consolidation, there had been a high level of project completion and went on to highlight 3 successes in particular:

- The high quality of the annual conference, LILAC09, which had increased delegate numbers and had incorporated the use of a wiki, an innovation which was to be built on for the next conference in January 2010.
- The healthy degree of direct engagement with institutions and enhanced engagement with professional bodies, although he stressed the wish to build on this further.
- The substantial achievement of attracting £250K funding via the Higher Academy/JISC for the Open Educational Resources (OER) project.

In looking forward, Julian's report identified 3 key priorities: student engagement, education for sustainable development (ESD) and quality and standards.

Julian also touched on more general matters, including personnel and website redevelopment:

- He expressed gratitude to the new Centre Manager Danielle Lysaght for the contribution she had already made since joining UKCLE in June, and said the quality of the Advisory Board papers was an example of that. Three new support posts to be line-managed by Danielle had been advertised in September: Technical Support Developer, Information Officer and Administrative Assistant. Three consultants had just been appointed, to be coordinated by Tracey Varnava: Dr Jane Holder, from University College London, to lead on ESD; Michael Bromby, from Glasgow Caledonian University, to lead on and promote UKCLE activities in and related to Scotland, and Richard Owen, from the University of Glamorgan, to perform the equivalent role in Wales.
- He advised that the UKCLE website was to go out to tender for re-design and re-development, as the usage was increasing but there were issues of accessibility and usability. For example to integrate the toolkit for law teachers in the website would require better interactive technology and the new specification would address this. It would also be key to facilitation of the more high profile conference and events activities to which the Centre was returning.

Julian stressed that all of the above had to be considered within the context of the future of the Higher Education Academy. He said there was no real value in speculation as to the various potential outcomes of current funding reviews, and that the priority was to put on an outward face of 'business as usual'. Nevertheless, in the event of the worst case scenario that funding for the Centre ended, UKCLE was considering ways in which some elements could be maintained, such as the Annual Conference and the website.

Julian reported that the Academy has established an Organisational Change Group as one of the forums looking at the future direction of the Academy as a whole. The Group, which includes Subject

Centre representation is preparing a paper on future options which would go to a meeting of the Higher Education Academy's Board in November, and which is intended purely to inform the thinking of the Board; no recommendations will be forthcoming from the Board at that time. UKCLE had not been directly involved in that group, so the next meeting of Subject Centre Directors on the 22nd September would be the first opportunity to find out more. HEFCE's review of non-teaching funding is also expected to be presented to the HEFCE Board in November.

Julian invited comments on the matters he had raised through his report and at the meeting.

Avrom Sherr confirmed that the Advisory Board Chairs Group currently had no further information to share on the likely future, and Ann Holmes echoed the general feeling of uncertainty, stating that the HEA adviser at her institution was equally in the dark. Ann suggested that it would be useful for the Advisory Board to have early feedback of the outcomes of the SC Directors meeting, so that Members could feed into their contacts as appropriate.

Action Point | Julian Webb to post meeting feedback to the Advisory Board JISC mailing list

Other comments:

New Staff

Fiona Cownie commented on the current recruitment drive, suggesting that given the short-term nature of the fixed term posts advertised (up to July 2010) it would be wise to keep the consultancy option in mind should the quality of applicants not be high enough. Danielle agreed, confirming that existing web information and technical development consultancy contracts had been extended to cover a handover period and would be looked at again if no suitable applicants were appointed.

Research Fellowships / Income Generation

Roger Burrige echoed other views already expressed that presentation of the Advisory Board papers was better. He went on to suggest that the profile of UKCLE needed to be higher in the current climate to help safeguard its position, and thought the Research Fellowships were an excellent idea, as would be development of a student forum. Roger also expressed surprise that income generation was not as prominent as in the previous year's agenda, and suggested that support for international development might be a good option for collaborative work with the host institution.

Julian Webb responded that the Higher Academy views on legitimate income generation activities were still unclear. Informally we seemed to be able to proceed on some things but there was a need to exercise caution, in the absence of any common understanding of what work was already covered by the core grant.

Legal Services Board

Avrom Sherr asked whether there had been any headway made with the Legal Services Board (LSB), to which Julian responded that there had been no substantive useful response to date. Fiona Cownie said that there had been two recent meetings of CHULS, ALT, SLS and SLSA, at the first of which they had discussed the issue and there was no clear legal opinion on where the LSB responsibilities would lie.

Valerie Shrimplin commented that she had had involvement on the professional side but had noticed that the LSB did not seem to be viewing the education side as significant at present. Fiona Cownie agreed that regulating legal education would be very low on the LSB priorities as they were a small organisation with few staff and would have to focus on the immense task of regulating solicitors and barristers.

Avrom Sherr stressed the need for the SRA and LSB relationship to be stronger, that there was an opportunity to work together to help inform the agenda, rather than to leave the LSB to determine what their position needed to be.

Avrom Sherr commented that there seemed to be no academics on the LSB Board or its Consumer Panel, which was a distinct disadvantage.

Centres for Excellence in Teaching and Learning

Mike Cuthbert asked whether UKCLE was involved with the CETL for Law. Julian Webb confirmed that there wasn't a specific CETL for law, though a number were engaged in law-related projects or activities, such as the IDEAS CETL (on Interdisciplinary ethics) at Leeds and the CAPITAL Centre at Warwick. UKCLE support was available to any of them should they require it. Patricia McKellar also confirmed that she sat on the Advisory Group for the Blended Learning Unit CETL.

Julian Webb advised that 2009/10 was the last core funding year for CETLs, which meant they were looking at their future sustainability and that Academy Subject Centres were working with a number of CETLs on dissemination of outcomes and resources from their work.

Wikis / websites as dissemination methods

Mike Cuthbert echoed the view that the new presentation of the papers was helpful. He went on to comment that whilst he was not a great user of wikis, he thought the 'webinars' method of dissemination of information around the UK was useful for UKCLE. Patricia McKellar advised that one of the problems was hosting them, for example we could not currently host podcasts on our own website and would be trying to resolve such issues by improving the technology in the redeveloped website.

Student Forums

Mike Cuthbert agreed with the view that student forums were a good idea, stating that whilst they could be difficult and time-consuming to get off the ground, they could ultimately be very rewarding. Pat Leighton asked what UKCLE's aims would be in establishing a student forum, to which Julian Webb responded that it would be a measure of student engagement, but emphasised the intention was to create a non-representative, self-selecting, group to use as a sounding board on current issues concerning the law curriculum and the student learning experience. Pat asked whether there was a need to identify those issues that were best dealt with in a face-to-face format, and Julian clarified that he favoured a mixed approach, for example with the use of both face-to-face and online consultation. Phil Harris suggested that taking a road show out to students in their institutions would be a good way to engage interest in the forum.

Paper 04/09 Annual Report 2008-2009

The Centre Manager Danielle Lysaght introduced the annual report. She explained that the new format was intended to be an intermediate measure, a hybrid of the narrative reports of the past and a formal published version that UKCLE intended to introduce in 2009-10.

Danielle drew attention to the performance traffic lights table, a new addition she had introduced to give members a clear snapshot of how UKCLE had progressed the work in the Operational Plan, and asked for feedback on its usefulness. She also touched on the key achievements highlighted in the report, including the Annual Conference LILAC09, the Law Teacher of the Year and Student Essay competition, and the successful OER funding bid.

The financial statement included in the report confirmed the considerable surplus of £142K, which could potentially have been problematic as it was largely under-spend against the core grant. However Danielle confirmed to Members that as noted in the report, the Higher Education Academy

had recognised the substantial contributory issues (particularly staff capacity) and had agreed for it all to be carried forward to 2009-10.

Danielle also made special mention of the welcome she had received from her UKCLE colleagues since joining the Centre in June 2009, and thanked Hansa Surti in particular for her support on the administrative side following the departure of the Centre Assistant, Mary Nkomu.

The Chair invited comments.

Ann Holmes confirmed the usefulness of the performance snapshot and queried what action would be taken, if any, with regard to the work with a red light. Danielle responded that much of it would probably be abandoned in favour of rapidly changing new priorities, which Julian Webb underlined with an example of how HE in FE had already been replaced with Education for Sustainable Development.

Pat Leighton agreed that political macro changes, such as the moving of Higher Education into business, tended to isolate Further Education yet again. She questioned how the bigger picture was funnelled down to inform UKCLE priorities. Julian Webb explained that the Higher Education Academy receives an annual letter from each of the funding councils, all detailing their own priorities to be addressed, and that these had become rather more prescriptive. Although each Subject Centre has some 'margin of appreciation' in responding to these priorities, they could not be ignored. It meant in practice that the 24 Subject Centres could spread the burden of priorities but he confirmed that some priorities had recently dropped off the list more quickly than usual.

Pat Leighton said that if it meant a neglect of FE, it would be a shame, and Julian responded that it would unfortunately be the case for the coming year. Pat therefore concluded that there was a baton that needed to be picked up by other associations.

Ann Holmes endorsed the need for pragmatism. She commented that as FE in HE was a focus for QAA, there was perhaps a need to make our agenda more focused when it was clear what would be coming out of theirs. Pat Leighton responded that if the regulatory role was not going to focus on it, the support role certainly should.

Fiona Cownie thought that in general, UKCLE should try to achieve less — i.e. to play the political game by focussing on delivering a quality product against a narrower agenda.

William Twining congratulated Danielle on the format and content of the report. He then went on to specifically applaud the success of an event in the 09/10 operational plan that had already taken place - the Islamic Law conference organised by Warwick Law School and UKCLE, held in Venice in early September. He said that whilst delegates were predominantly from the West, which meant less controversy, he considered it was still a breakthrough event in numbers, quality and empirical research, and was particularly notable for the number of new and younger academics attending. He pointed out that there was considerable scope for future events as there had been significant gaps in the programme of international, welfare and human rights law. He also thought that whilst it was right to give priority to materials for specialist Islamic law teachers, UKCLE could move on to develop small 'modules' that teachers could use in mainstream courses. He concluded that UKCLE could be proud of its contribution in this area of work.

Paper 05/09 2009-10 Plans & Budget

The Associate Director Tracey Varnava introduced the paper, confirming that the 'broad brush' operational plan included had been submitted to the Academy in June 2009 and that more detailed unpacking of the overarching areas into detailed work plans was ongoing by the team. She therefore wanted to confine herself to some general comments on the plan and one or two specific aspects rather than a full analysis:

- Some of the work had already been completed, e.g. the Venice and podcasting events, and loosely defined tasks such as web resources were to be firmed up, which would also involve some re-allocation of the budget.
- As there had to be a spread of priorities across the Academy, there was, for example, not going to be as much done by UKCLE on employee learning as in previous years.
- The plan included a fair amount of interdisciplinary work, for example Islamic Law and Islamic Studies. A Higher Education Academy group had been established, of which Tracey was a member, given the Government intention to fund £1 million over 3 years to develop an Islamic network. [At the time of the meeting, UKCLE was awaiting the result of a bid for money for part of Tracey's time and that of a research assistant, which has since been confirmed as successful.]
- The new ESD consultant would lead an event on environmental justice in legal education at University College, London in March 2010.
- Tracey concluded with reference to the intended work on criminology. As this was an area not addressed by other Subject Centres, Politics, Psychology and UKCLE were contributing £500 each as part of their collaborative effort to establish a special interest group to help develop some relevant resources.

Comments from Members were invited.

External examiners / standards

Alison Bone commented that work being done on external examiners was limited and that there was room for a flagship event for existing and potential examiners. Tracey queried whether there was a shared understanding of standards and said that the Law Benchmark Statement had missed the opportunity to clarify the matter. She said that there was a renewed focus on quality and standards and an opportunity to look at questions in a more rigorous and systematic way.

Avrom Sherr agreed that it would be a good area to develop further but underlined the voluntary nature of examiner work and suggested that subsidising the event by incorporating it, for example, into the annual conference would be preferable.

Valerie Shrimplin advised that the new Joint Academic Stage Board was similarly concerned about standards, and Ann Holmes confirmed that the QAA was also looking at external examiners. Avrom Sherr pointed out that students themselves were beginning to be much more interested in the issue.

Legal Services Act

Pat Leighton said the elephant in the room was the Legal Services Act, and she felt that changes within that imparted a real imperative on Subject Centres to think through the implications of working with other professions. There would be very speedy changes on the ground to deliver legal services in dramatically different ways. We were currently sticking to the more discipline-specific approach and may need to be more radical to explore what will happen by 2011 in a formal way. She said it was already happening to some extent on the ground and she would like to see UKCLE as a 'brand leader'. The provision of legal services, and equipping practitioners with the skills needed, would be likely to be outsourced and down-sourced, for example to paralegals. Few people were analysing where law students were going to fit into the new ways of working, or developing resources on the skills required for effective horizontal working with other disciplines.

Julian Webb responded that Pat had raised some important issues. He cautioned that there was only so much UKCLE could do with the capacity and resources at its disposal. He agreed that there was already a substantial growth in the non-traditional provision of legal services, and touched on the new initiative in Glasgow for a Centre for Paralegal Studies. He confirmed that UKCLE was trying to

maintain a finger on the pulse and could perhaps build into the conference activity and/or web resources something around what students could expect to face in the job market.

Ann Hollyer commented that many law graduates already have nowhere to go and that ultimately, the market would prevail – the Tesco Law approach. She thought there was a clear need to explore the potential impact of the non-traditional law providers.

Tracey Varnava said that there might be space in a parallel session at LILAC10, and it would fit in with the conference theme of ‘perspectives on progress’.

Valerie Shrimplin agreed, saying that the Bar Standards Board had been keeping the matter under review, and considered that, whilst it was too early to tell what impact there would be, there was already a fear that many law graduates would have no final destination.

Mike Cuthbert commented that it remained important not to discourage students who study law for interest, not just for a legal career, as statistics showed that only about 30% of law graduates ended up in the profession.

Pat Leighton said that the recession was an opportunity for faster changes than would otherwise be the case.

Avrom Sherr concluded the discussion by stating that it was important to initiate a wider conversation and he hoped that papers would be forthcoming for the conference.

Paper 06/09 Report from Julian Lonbay: ‘A European qualification framework for social sciences – how does law fit in?’

Julian Lonbay confirmed that he had included the paper for information purposes – it had already been published in the Autumn 2009 edition of UKCLE’s bi-annual newsletter, *Directions*.

He explained that essentially the Tuning Project was about developing standardised qualifications across Europe in social science subjects. However, given that law is essentially a national discipline, there was inherent difficulty in having a European framework that would meaningfully read across all national frameworks. For example, Germany was opposed to the idea. The project was one, however, where the decision-making was being done at a lower level and there was an opportunity for groups like UKCLE to have input and contribute to its development. Only Phase 1 had been completed and Julian thought there was scope for UKCLE to get involved in the next phase, particularly as progress to date had been very slow – for example, Bilbao University had still not produced a paper from the May meeting.

Julian explained that for most of the social science disciplines, the group was looking at indicators but for law, it was working on outcomes. As nothing much had been done on the law aspect so far, there was potentially still money available for a project, although any UK bid would need European partners.

Julian confirmed that the funding and time frame for the project had been published in July 2009 and from memory he thought Phase 2 would start in 2010 but he would check and let UKCLE know.

Action Point | Julian Lonbay to advise Julian Webb of the Phase 2 start date

Paper 07/09 Chair’s report

Avrom Sherr pointed out that the carried forward under-spend meant there would be more money than usual to spend in 2009/10, which together with uncertainties about the future would make it a year of both challenge and opportunity. He also stressed that there would be opportunity for celebration, given the 10th anniversary in 2010.

He asked Members particularly to think about potential ideas that UKCLE could fund through its project development fund, as well as any ideas to incorporate into the celebrations, and to feed back to UKCLE in due course.

Action Point | Members to feedback ideas to UKCLE via Danielle Lysaght

Fiona Cownie made an immediate suggestion of a sponsored competition, and also wondered whether any publisher had started a book series 10 years ago that might tie in nicely.

Paper 08/09 Any other business

- Fiona Cownie thanked established UKCLE staff for their achievements over the past year and new staff for hitting the ground running, adding that Members sympathise with UKCLE staff and appreciate the way in which the challenges are being met.
- Roger Burrige commented that there was immense knowledge around the table and queried whether there was some way the experience could be captured in a more structured way? He said it was a unique body and thought there was more scope for open discussion without the agenda constraints. Pat Leighton picked up on the point, adding that perhaps something 'like a super blog' would be the way forward.
- Avrom Sherr advised that the Higher Education Academy constraints made it difficult for the Members to be as useful as they would like to be. He thought however that Members should continue to transmit ideas and promote UKCLE work via the website, visits and publishing opportunities.
- Hansa Surti advised Members that she had brought a selection of UKCLE presents as a token of appreciation for their continued support of the Centre.

The Chair thanked everyone for attending and adjourned the meeting for lunch.

Update on action points from 2009 meeting

Action Point | UKCLE to contact Solicitors Regulation Authority re selection of alternative representative

Completed – Mandy Gill is the new SRA representative.

Action Point | Julian Webb to post feedback on the Subject Centre Directors' meeting on 22nd September to the Advisory Board JISC mailing list

Completed

Action Point | Julian Lonbay to advise Julian Webb of the Tuning Project Phase 2 start date

Completed

Action Point | Members to feedback any further ideas for UKCLE's celebratory activities and on what it could fund through its Project Development Fund

No further suggestions than those given at the meeting were received.

Purpose of paper:	To reflect on the past year and the challenges that lie ahead
Author	Julian Webb
Action requested:	Comments invited

This academic year has been one of extremes for UKCLE. On the positive side there has been much to celebrate. Most notably we marked the tenth anniversary of the Academy's Subject Centre Network, with our film premiere of *Back to the (Academic) Future*, complete with ice creams, and discussion panel at the 2010 Annual Conference. We have also completed or progressed a number of significant projects over the last twelve months, including the very substantial Simshare open educational resources project which built successfully on the Centre's earlier collaborations around the SIMPLE (the SIMULATED Professional Learning Environment) project and, of course, a number of important PDF projects, including the continuing Islamic Law Curriculum project, led by Professor Shaheen Ali and the project on access to work experience being completed by Dr Andrew Francis and Professor Hilary Sommerlad.

The year also saw us undertake a complete review and re-design of our website. This mammoth undertaking was necessitated by growing technical problems caused by an aging structure and increasingly esoteric programming language. We hope you have had an opportunity to explore the re-launched site. Although there is still some tidying-up to be done, we hope you will agree that the look, functionality and stability of the new site represent a significant improvement on the old. That we were able to roll-out the new site on schedule was a major achievement given the complexity of the undertaking. It would not have been possible without the enormous efforts of the UKCLE team, and particularly Danielle Lysaght, who project-managed the process, Paul Cockrell, Lauren Goodchild, Ann Priestley, and our team of 'temps' who did much of the final page checking and editing of links.

However, 2009-10 has also been largely overshadowed by the debate about funding cuts and restructuring. There is no denying that we are operating in a difficult financial environment, and that savings have to be made. The Higher Education Academy's decision to review the structure of the organisation at this time, to ensure that it is fit for future purposes also makes considerable sense. At the same time, as Advisory Board members will be aware, particularly from communications during the second half of the year, I do have real concerns, shared by the chair of this Board and other Subject Centre Directors and staff, that the increasingly centralised and managerialist structures proposed will not best enable the Academy to satisfy the needs of either its funders or the wider academic community, and in particular will undermine the enormous amount of work that has been done at subject-level over the last ten years. We hope that some of those risks may be ameliorated if the distributed model ('model 3') is chosen.

At the time of writing it is too early to offer any indication of the outcome of the recent external consultation. That consultation will help inform the Academy Board's decision on the future structure of the organisation at its meeting on 30 September. We expect that Subject Centre representatives will have an opportunity to comment on the draft paper that the Executive will put to the Academy Board. I will convey to you the outcomes of the 30 September meeting at the earliest opportunity. For the moment I would simply like to record my thanks to our Chair and to all of you for your support and endeavours in what we have achieved as a Subject Centre. Many of you have, like me, been involved in UKCLE since its inception, or even earlier. I think I can speak on

behalf of the team in saying that, whatever the outcome of these deliberations, it has been a privilege to work with you as colleagues who have shared a commitment to making legal education a better place for our students.

Regardless of what the longer term future may have in store, we have an exciting and ambitious plan of work for 2010-11. The highlights of this are as follows:

NSS

UKCLE has commenced preliminary work on a substantial project on assessment and feedback in law schools, to be delivered over the next two years. This has involved analysing law data from the 2009 NSS survey to scope the likely work to be done. A similar analysis will be carried out on the 2010 survey. Research will then be conducted in two phases: (a) with a number of law schools to identify effective practice and inform the production of draft guidance materials; (b) to directly support another group of law schools to implement more effective practice. The ultimate aim is to achieve at least a 10% improvement in the assessment and feedback scores for supported departments by the 2012 NSS survey. In the light of the project experience, the guidelines and related resources will be revised and disseminated more widely through the UKCLE website and a series of open events.

External examiners

UKCLE is in the process of commissioning a research project on external examiners for completion during 2010-11. The outcomes intended are:

Identification through qualitative research of the core concerns of law external examiners with the current external examiner system.

Establish quantitatively whether there is a perceived need and demand for additional discipline-specific training for externals and whether externals are interested in constructing shared standards of assessment.

Identify quantitatively whether there is demand for an external examiners' forum or SIG in law and, if so, create a strategy for implementation.

Student engagement

Some preliminary feasibility work was commenced in the 2009-10 academic year to set up a National Law Student Forum. The project will be rolled out in 2010-11 with a pilot residential event scheduled for 3-4 November in Manchester. Invitations have been sent to law schools to nominate student representatives for that event. The aim is to enable UKCLE both to capture data on the student voice, and train students in the skills required to appropriately and effectively represent the law student body. I am pleased to report that the response from law schools has been, for the most part, extremely positive.

We will also be running our first ever student poster competition in conjunction with the 2011 Annual Conference, and in addition to our continuing student essay competition.

UKCLE has also put out a formal call for research project bids to be focused on Student Engagement and/or Education for Sustainable Development. Preference will be given to applications that incorporate a built-in evaluative framework for demonstrating direct impact on the student learning experience. Successful bids will be notified by the beginning of November and will be expected to complete their research by the end of July 2011.

Launch of the Toolkit for Law Teachers

I am also delighted to announce that, after over three years of work, we will be launching the first modules of the Toolkit for Law Teachers early in the New Year. I must once again acknowledge the support of the City Solicitors Educational Trust in funding this innovative project to provide web-based resources for new law teachers, and thank colleagues in the subject community, some of

them members of this Advisory Board who have supported the project by writing or reviewing materials for the Toolkit. We hope you will agree that the wait has been worth it!

Finally, I cannot complete this report without acknowledging the work of my colleagues in the Centre. They are a small team with a big job, which they perform unstintingly and with more good humour than could reasonably be expected. Without them, none of the things discussed here would be possible. Thank you.

Paper Five

Advisory Board | September 2010

Purpose of paper: To introduce the published Annual Report and summarise performance against the Operational Plan

Author: Danielle Lysaght

Action requested: Comments invited

Introduction

To coincide with its 10th anniversary, for the first time UKCLE has published a formal annual report. Edited by the Centre Manager, it was drawn from staff contributions to reports and web material throughout the year. Members have been sent a copy with these papers and it is also available on the website, together with the full returns to the Higher Education Academy in their prescribed spreadsheet format: <http://www.ukcle.ac.uk/about us/ reports/>

It has therefore been decided to concentrate in this report on a performance snapshot against the 2009/10 Operational Plan.

18%

Performance snapshot

G = completed / progressed as planned (72% / 28 projects)
A = partially completed / satisfactory progress / postponed (18% / 7 projects)
R = cancelled / no significant progress made (10% / 4 projects but partially replaced with other work)

What did our Operational Plan say we would do in 2009/10?	Performance traffic light
Learning in Law Annual Conference 2010: provide a forum for the exchange of research and practice with increased numbers and positive feedback from 2008/09 Another successful conference with innovative elements and high delegate satisfaction	G
International conference in Venice on Reimagining the Shari'a: contribute to the organisation and provide the administration on behalf of Warwick Law School Successful ground-breaking event with high delegate satisfaction	G
Podcasting event: dissemination of effective practice in use of podcasts; all participants able to podcast by end of event; a range of podcasts as exemplars for others available through website Successful new event with high delegate satisfaction and demand for repeat	G
Enhancing Scottish legal education - one day event in conjunction with academics and professional bodies in Scotland Successful new initiative with high delegate satisfaction – another event planned for 2010/11	G
Assessment and feedback event - drawing on NSS data to enhance current practice Postponed until 2010-2011, when it will form part of a larger NSS project	A
Away day for Heads of University Law Schools: provide a forum for HODs to discuss common concerns and interests; raise the profile of UKCLE with UK law schools; identify areas requiring support from UKCLE Another successful residential event organised for CHULS	G

E-learning forum for staff engaged in e-learning in law; exchange of practice and ideas; teaching resource notes produced for dissemination through website Cancelled due to academic staff capacity issues.	R
Engagement with key stakeholders: contribute to / facilitate external events; host visits to UKCLE; attend meetings/events hosted by Warwick; participate in meetings and projects with Academy partners; work with PSBs and subject associations UKCLE staff engaged as appropriate during the year.	G
Contribution to Subject Centre project on development of criminology resources and services Contribution for 2009/10 restricted to donating £500 to the project and outlining the scope of future UKCLE involvement.	G
Make progress on developing a collaborative approach to vocational training in Scotland esp. in relation to assessment Project cancelled - included as draft in the original plan but not considered feasible to pursue at this point in time.	R
Contribute to consultations of interest and relevance to subject community Staff contributed to internal and external consultations as appropriate.	G
Complete visits to law schools in devolved nations and produce report for internal use Visits and internal report completed.	G
Completion of Toolkit project Behind schedule but progress made during the year included final two modules commissioned, online environment developed and ready for population and first two modules filmed. Anticipated completion date: February 2011	A
Law Teacher of the Year 2010 - annual award sponsored by Oxford University Press in collaboration with UKCLE Successful competition progressed on schedule and budget; winner announced at the Learning in Law Annual Conference.	G
Develop web resources and other services around assessment and feedback Project postponed and now absorbed into planned larger NSS project for 2010/11.	A
Manage a project in conjunction with Warwick Digital Press to develop a web based video with students Video completed on 'What makes a good law teacher?' and uploaded to website.	G
Develop tailored web resources for users in Scotland Nations area of website further developed with input from Scotland consultant.	G
Develop tailored web resources for users in Wales Nations area of website further developed with input from UKCLE Wales consultant.	G
Develop tailored web resources for users in Northern Ireland Intended to be delivered by a UKCLE consultant for NI. Cancelled as in light of HEA priorities it was decided more appropriate to recruit an UKCLE ESD consultant.	R
Conference wiki to improve capture and dissemination of annual conference material and information Enhanced version of the one used at previous year's conference introduced, with a more polished interface and social networking functionality. All wiki material later moved to appropriate part of website.	G
Website resources in key areas of work updated and enhanced Work completed during the year has been repurposed for the website as appropriate.	G

Commission new projects and provide on-going support to existing projects One Teaching Resource Note and 5 PDF research projects were commissioned during the year, and 6 were ongoing from 2008/09. Completed projects: 6 (1 TRN, 4 PDF projects ongoing from 2008/09 and 1 new one from 2009/10.) Of the 6 projects ongoing into 2010/11, 4 are on track and 2 are behind schedule but expected to catch up during the year.	G
Analysis of 2008 Student Essay Competition entries on expectations of law degree Analysis and short report completed.	G
Simulated learning resources developed through OER project Despite considerable challenges to overcome, the <i>Simshare</i> project was successfully delivered on schedule and within budget.	G
Development of resources for socio-legal research; capacity to conduct research enhanced Cancelled as Director's capacity affected by additional projects taken on, including the Anniversary Book Collection. To be replaced by Nations research road-show scheduled for 2010/11.	R
UKCLE bi-annual newsletter <i>Directions</i> published to keep legal education community informed about key issues, disseminate effective practice and encourage debate Autumn 2009 and Spring 2010 issues of <i>Directions</i> commissioned, edited and published on time and budget.	G
Website developed and enhanced; greater use made of web 2.0 technologies Formal tender for development of website proceeded as planned. New version of site launched on schedule, written in industry standard PHP with improved user and back-office functionality and aesthetically pleasing design.	G
Higher Education Academy's <i>Integra</i> database adopted for contacts management <i>Integra</i> evaluated and preparations made for transition but decision made to postpone until HEA future more certain.	A
Development and implementation of an income generation strategy Some income generation project completed during year and 2 others in pipeline. However, goal posts moved with the magnitude of core funding cuts and proposed remodelling of the HEA. Ideas discussed at staff 'away day' and host institution sounded out on some options. Business Plan to be completed by January 2011.	A
14-19 diploma in HSS; subject community informed about developments; diploma fit for purpose as a progression route to HE Progressed as planned until Government policy change led to the diploma being dropped	G
Consultants and T&L advisors recruited and active in priority areas; review of admin team completed; staff development opportunities provided Three consultants engaged to lead on work relating to Wales, Scotland and ESD, and support team recruited. All made a successful contribution to UKCLE's work.	G
UKCLE's activities and expenditure are monitored and supported by key stakeholders Advisory Board and Strategy Committee met on schedule; UKCLE complied with all reporting requirements of Higher Education Academy and host institution.	G
Review, edit and publish results of the e-learning survey; range of institutions and staff roles participate in survey; data provides useful research for intended stakeholders Underway and due for completion by end of September.	A
Anniversary Collection - A book with 12 commissioned chapters from leading academics in legal education to celebrate UKCLE's 10th Anniversary Added to the Plan in-year and replaced original intention to publish conference papers. All chapters commissioned and underway; publication date expected to be Spring 2011.	A

<p>Deliver a successful Student Essay Competition 2010, with a title to inform research study</p> <p>Successful competition with 40 entries from 25 law schools on the ESD title ‘How might a legal education enable students to contribute to the improvement of society?’ The quality in-depth improved on previous years. Joint winners from Birkbeck College and Oxford.</p>	<p>G</p>
<p>Back to the (Academic) Future – 10 minute film to celebrate UKCLE's 10th anniversary (additional piece of work not included in the original Operational Plan)</p> <p>Leading academics in legal education and students gave their views on film on the past, present and future of legal education.</p>	<p>G</p>
<p>Establish a Visiting Fellowship scheme which benefits / raises profile of UKCLE</p> <p>The scheme was set up and publicised widely. Proposals are being considered.</p>	<p>G</p>
<p>Contribution to Discipline-focused technology enhanced learning (DFTEL) project</p> <p>Proceeded as planned. UKCLE played a support and advisory role, with Kings College London responsible for substantive delivery. With support from Patricia McKellar at UKCLE and a critical friend from HEA, KCL created an online resource for teaching legal method and critical thinking skills to first year students. It is planned that this application will be an open educational resource. Final report to UKCLE and HEA due from KCL in October.</p>	<p>G</p>
<p>Contribute to the HEA Islamic Studies Network Project, building on UKCLE's own Islamic Law Curriculum Project</p> <p>Proceeded as planned. Research assistant appointed. Two Islamic Law manuals completed. Network of Islamic contacts increased. Legal section of the project's modules database updated through research of all HE courses incorporating an Islamic law element.</p>	<p>G</p>

Purpose of paper: To advise the Board of the Operational Plan and Budget for 2010/11
 Author: Danielle Lysaght
 Action requested: For information and comment

The following tables show the activities and their intended outcomes included in the submitted Operational Plan, followed by the related summary budget. The full versions in the HEA prescribed format are downloadable from the website: <http://www.ukcle.ac.uk/about us/reports/>

Operational Plan 2010-11

Key to the colour coding used in the activity column to denote the new HEA work areas to which our projects have been coded for budget purposes:

Better Teaching Flexibility of Learning Graduate Impact Remodelling of the Academy

Activity	Intended outcomes
Learning in Law Annual Conference 2011 Residential 2 day conference for the legal community in January 2011, focusing on the four priority areas within an overarching theme of 'experiencing legal education'.	Provide a forum for the exchange of research and practice in legal education. Generate and disseminate quality papers and resources, particularly in the priority areas. Attract a diverse spread of delegates from the legal community, maintaining at least 2010 attendance level. Introduce new and/or build on innovative elements. Achieve a high level of delegate satisfaction, evidenced through positive feedback with a meaningful response rate. Evidence some change in practice as a result of the conference.
CHULS Away Day Facilitation of the annual Away Day for Heads of University Law Schools, led by CHULS (Committee for Heads of University Law Schools).	Provide a forum for Heads of UK University Law Schools to discuss common concerns and interests. Raise the profile of UKCLE with UK law schools. Identify areas requiring support from UKCLE. Generate new resources for the UKCLE website.
UCL Event Academic input to Law Teachers' Programme (part of LLM) at University College, London, the contribution being 2 sessions on teaching ethics and a day on e-learning.	Direct engagement with UK and international law students who are interested in academic careers. Familiarises students with HEA and UKCLE work. Supports initial training and professional development in curriculum design and learning technology. Generates new resources for UKCLE website.
TIS Event Event and resources for law teachers on teaching international students.	Provide a cost-effective event for law teachers in collaboration with the Academy TIS project, focusing on issues of discipline-specific induction and assessment. Generate two new resources on teaching international students for the UKCLE website. Achieve a high level of delegate satisfaction, evidenced through positive feedback with a meaningful response rate. Positive changes in practice identified post-event.

Activity	Intended outcomes
<p>NSS project on Assessment and Feedback Research, resources and events to help improve assessment and feedback in legal education. Work to include: analysis of the 2009 and 2010 NSS surveys; research with academics and students to inform the production of good practice guidance materials; bespoke support at Departmental level, before refining the resources and disseminating more widely through the website and a series of open events.</p>	<p>Good practice guidelines on assessment and feedback produced and widely disseminated. Enhanced practice on assessment and feedback within supported institutions. Improved NSS scores from law students on assessment and feedback at supported institutions by the 2012 survey.</p>
<p>Second year of 3 year funded collaborative project on Islamic studies UKCLE's discipline-specific involvement is focused on development of teaching and learning manuals and web-based resources for law teachers, and development of a network of Islamic law scholars and practitioners. UKCLE will also be working with other SCs on inter-disciplinary projects and events, as well as contributing to the overall project team work.</p>	<p>Year 2 of 3 year HEA funded project. Intended outcomes for 10/11: Publication of 2 learning and teaching manuals. Programme of IS workshops for academics and practitioners. Continued development of IS web based resources for law teachers and network of Islamic law scholars and practitioners. Contribution to joint activity with SC partners. Regular reports on activity to the project's Advisory Board and as required by the HEA.</p>
<p>Completion of externally funded project 'Toolkit for Law Teachers'.</p>	<p>Discipline specific resources produced for new law teachers.</p>
<p>Law Teacher of the Year award - annual award sponsored by UKCLE and Oxford University Press</p>	<p>Status of teaching promoted via a successful Law Teacher of the Year process with increased engagement by UK HE institutions than in previous years.</p>
<p>Publication of UKCLE bi-annual newsletter <i>Directions</i>.</p>	<p>Legal education community informed about key issues; opportunity given for dissemination of effective practice; debate encouraged on issues of the day</p>
<p>Maintenance and enhancement of UKCLE website, particularly in relation to priority areas.</p>	<p>Website updated in relation to all work completed in this plan. Content relating to priority areas made more prominent.</p>
<p>Planning, monitoring and reporting of UKCLE work throughout the year.</p>	<p>UKCLE's activities and expenditure are planned, monitored and reported effectively and supported by key stakeholders.</p>
<p>Nations Research Roadshow To deliver one workshop event on research bid writing in each of the four nations England, Scotland, Wales and Northern Ireland. To upload resources from the events to the website.</p>	<p>To enhance capacity within the legal education community to obtain external research funding. To encourage participants to consider how to develop a research teaching nexus through funded research. To generate new resources for the UKCLE website.</p>
<p>PDF project on Erasmus Students One year research project funded and supported by UKCLE on the experience of Erasmus students in UK law schools.</p>	<p>Research on the experience of Erasmus students completed on schedule and report on findings widely disseminated. Positive feedback received.</p>
<p>PDF project on Statute Law Research survey followed by production of a series of short films (2 to 3 hours in total, broken down into 15 minute segments) regarding the creation and use of legislation. Production of a film of a one hour lecture on statutory drafting by Leading Parliamentary Counsel.</p>	<p>Research report and films on creation and use of statute law completed on schedule and widely disseminated. Positive feedback from users.</p>
<p>Electronic publication of UKCLE monthly e-newsletter</p>	<p>Legal education community kept up to date on key issues and events, both internal and external.</p>

Activity	Intended outcomes
<p>Scotland Conference One day conference in November 2010 working with the professional bodies and subject community in Scotland, with a programme focussed on the priority areas NSS and student engagement</p>	<p>To provide a unique forum for teachers at the academic and professional stage to work with practitioners and students in enhancing legal education in Scotland. To generate new resources for the UKCLE website. To build on elements from the first conference in 2009. To evidence some change in practice as a result of the conference.</p>
<p>Analysis of essays from the 2010 competition which asked entrants to consider how a legal education might enable students to improve society.</p>	<p>Enhanced understanding of how law students feel a legal education equips them to improve society. Research report produced and disseminated to all Heads of law schools.</p>
<p>External Examiners Project Scoping survey and action planning exercise to inform future UKCLE strategy towards external examiners and the development of shared standards in law.</p>	<p>Identify through qualitative research the core concerns of law external examiners with the current external examiner system. Establish quantitatively whether there is a perceived need and demand for additional discipline-specific training for externals. Identify demand for constructing shared standards of assessment. Identify demand for an external examiners' forum or SIG in law and, if so, create a strategy for implementation.</p>
<p>Access to legal work experience Phase 2 of 2 year research project funded and supported by UKCLE</p>	<p>Research on access to legal work experience completed on schedule and report on findings widely disseminated. Positive feedback received about the research.</p>
<p>Research projects on ESD / SE Formal call to fund 2 research projects which focus on priority areas ESD and student engagement. Priority to be given to those that incorporate evaluation capable of demonstrating impact level 5 (applying the learning) and preferably 6 (effects on student learning).</p>	<p>Formal call results in funding two quality applications centred around priority areas ESD and student engagement, which incorporate a strategy for demonstrating impact to at least level 5 (applying the learning).</p>
<p>National Law Students Forum Establishment of a law student forum to promote the student voice in UK law schools.</p>	<p>Establishment of a cost-effective forum for the promotion of the student voice. Facilitate the exchange of student ideas through a series of tasks, workshops and activities. Training of students in the skills required to represent the law student body. Post forum evaluation to evidence improved impact of students on the learning process.</p>
<p>Student Essay Competition 2011</p>	<p>Successful competition, run to time and budget. Continued improvement from 2010 in the level of engagement and overall standard of submissions. Theme of essay suitable to inform a research study of relevance to the priority areas. Postgraduate law students involved in the process.</p>
<p>Engagement with key stakeholders, professional bodies, subject associations, sector skills councils</p>	<p>To enable UKCLE to maintain its academic and professional profile within the community. To perform a brokerage function between the academic and professional bodies.</p>
<p>Establishment of a student-specific area on the UKCLE website Tailored information and resources for students</p>	<p>Development of a dedicated student area of the UKCLE website, with a comprehensive body of information on studying law in UK Higher Education and related materials of interest to students.</p>
<p>Development of a strategy and business plan for a sustainable Centre in the light of Academy change and core funding reduction</p>	<p>UKCLE is viable and sustainable post Academy change and core funding reduction.</p>

Summary Budget 2010-11

UKCLE receives core grant funding from the Higher Education Academy, to which it is accountable for financial and other performance reporting.

	Actual	Note
	£	
Income		
Total C/F from 2009-10	60,269	1
Higher Education Academy recurrent grant	439,774	2
Host Institution's contribution	225,185	3
Other income	23,444	4
Total	748,672	
Expenditure		
Payroll	336,660	
Office running costs & overheads	346,964	5
Non-pay for <i>Better Teaching</i>	30,457	6
Non-pay for <i>Flexibility of Learning</i>	3,350	6
Non-pay for <i>Graduate Impact</i>	30,618	6
Non-pay for <i>Remodelling of Academy</i>	622	6
Total	748,672	
Surplus / (deficit)	0	

Notes

1. Includes committed and uncommitted carry forward, with the latter within the 10% allowed. It has however increased since budget submitted to £65K as HEA allowed SCs to retain a £15K cash-flow advance which had been expected to be netted off the 12th monthly instalment.
2. 15% cut in core grant.
3. Deemed contribution representing difference between discounted overheads paid by UKCLE (25% of core grant) and Warwick full economic costings (FECs).
4. Second year of Islamic Studies Network Project grant.
5. Includes deemed payment of full FECs.
6. New Higher Education Academy work areas (replacing the previously used 14 strategic functions and programmes).

Paper Seven

Advisory Board | September 2010

Purpose of paper:	To introduce the breakout session - a new format for this meeting
Author:	Danielle Lysaght
Action requested:	To give some thought to the session prior to attendance / participate at meeting

Introduction

At the Strategy Group meeting in January, it was agreed that the full Board meeting should incorporate breakout discussion groups to increase interaction and enable UKCLE to tap into Members' expertise.

In this part of the Agenda, Members will be asked to split into 3 groups facilitated by the Chair and UKCLE staff to consider the following areas of work. The first two are incorporated in UKCLE's plans for the coming year, and the third is an area for which we want to start planning activity for 2011/12.

- National Law Students Forum, aimed at enhancing student impact on the learning process.
- A National Student Survey (NSS) project, aimed at improving effective practice in feedback and assessment, to be evidenced by improved survey scores.
- Vocational legal education.

Group One - Student Forum

[To be chaired by Patricia McKellar]

As covered in the Director's report and the Operational Plan paper, UKCLE is embarking on an exciting initiative, seeking to establish a cost-effective forum for the promotion of the student voice and to train students in the skills required to effectively represent the law student body. The ultimate aim is to improve student impact on the learning process. A pilot residential event has been set up for November for invited law students nominated by their Head of Department.

For discussion by Members

- What are the core skills we should be looking to develop in student advocates / representatives?
- What do you think the major skills gaps currently are?
- Are there any general informational needs of students that UKCLE could satisfy or do you think they are more departmental specific?

Group Two - NSS

[To be chaired by Julian Webb]

As covered in the Director's report and Operational Plan paper, UKCLE has commenced preliminary work on a substantial project on assessment and feedback in law schools, to be delivered over the next two years. This has involved analysing law data from the 2009 NSS survey to scope the likely work to be done. A similar analysis will be carried out on the 2010 survey.

Research will then be conducted in two phases:

(a) with a number of law schools to identify effective practice and inform the production of draft guidance materials;

(b) to directly support another group of law schools to implement more effective practice.

In the light of the project experience, the guidelines and related resources will be revised and disseminated more widely through the UKCLE website and a series of open events.

The ultimate aim is to achieve at least 10% improvement in the assessment and feedback scores for supported departments by the 2012 NSS survey.

For discussion by Members:

1. Please share your views on the planned methodology / approach for this project.
2. Are you aware of any institutions doing innovative work in this area that we ought to talk to?

Group Three - Vocational Legal Training

[To be chaired by Avrom Sherr]

Although we anticipate continuing work with professional and statutory bodies in 2010/11, vocational legal education is not a primary focus, given the extent of regulatory change and ongoing development across the UK. However, assuming that we have a longer-term future, during the coming year we would like to start planning for appropriate activity in 2011/12.

For discussion by Members:

1. What do you think are the key issues that we should be aware of and factoring into our plans?
2. Have you any specific suggestions for activities that we could consider taking forward?

Paper Eight

Advisory Board | September 2010

Purpose of paper: To introduce oral report from the Chair

Action requested: Members invited to comment and raise any other business

Oral report from the Chair

The Chair Avrom Sherr to provide an oral report to the meeting.

Any other business

The Chair to invite Members to raise any other issues not covered in the Agenda.

Chair to close meeting, followed by lunch