

## Archaeology Training Forum

Meeting 12:30 on the 24 September 2014  
Belsay/Whitby room, English Heritage, Waterhouse Square, Holborn

### MINUTES

Present: KH, MBS, TJS, RT, BH and PC

1. Ken Smith, Robert Croft, Raimund Karl, Chiz Harward, Duncan Brown, Kenneth Altchison
2. The minutes of the last meeting were agreed as correct
3. Matters arising & action points from last meeting
  - KG noted that she was waiting for a response from CCSkills re meeting attendance. There was no immediate answer to the question of who owns the IPR for NOS and NVQ. The correct contact for UKCES was also unclear. Regarding membership generally, it was suggested that ALGAO be contacted to provide a single representative as there has been no one from ALGAO in attendance for some time.
  - RT outlined recent discussions by the Scotland Strategic Historic Environment Forum. It was also noted that the HS Archaeology Strategy has skills section and HES has skills as one of its main themes. There are also plans for an internal skills audit. RT also reported that the new Scotland's Urban Past project will have a skills focus. Concern that there isn't enough joining up, RT initiating a process to do that.
  - BH reported that skills issues have a high profile in EH. He noted current skills shortages and suggested that might change the landscape. Also noted potential through apprenticeships, the Trailblazer bid coordinated by EH was unsuccessful but the bid partners are keen to pursue independently. BH talking to Skills Funding Agency tomorrow.

It was also noted that

- HS is a large scale employer of building conservation apprenticeships.
- Bob still to contact UKCES for contact
- RT has made contact with CCSkills in Scotland
- KG still needs to talk to David Connelly re Skills Passport
- KG still pursuing answer re NVQ IPR

- KG to contact QAA to establish whether ATF was ever formally consulted on the archaeology benchmark statement
- All to have a look at the MOOC online course <https://www.futurelearn.com/courses/hadrians-wall>
- KG to put potential of MOOC courses as an agenda item for next meeting
- All to send details of job titles to BH for careers diagramme, BH noted the Employers for Education scheme, see [www.inspiringthefuture.org](http://www.inspiringthefuture.org), for more info
- It was noted that the Scottish Archaeology Strategy will be released for formal consultation in due course.
- KG to contact MAST re use of ATF logo as agreed by Anthony Sinclair and discuss potential for endorsing courses
- KG also to circulate ATF course endorsement criteria

#### 4. ATF forward plan progress

- Development of a career entry pathway

KG reported verbally on the IfA Pathway to PlfA initiative which will bring together existing resources and support to encourage Student and Affiliate members to upgrade to Practitioner level where appropriate. Will also be extended to support graduate and career entry training schemes. TJS enquired about mid career development and the issue of how archaeologists identify the skills they need to progress was discussed.

RT noted that as part of the Charter programme it would be useful to look at a 2 stage structure: part 1 - early career and part 2- more advanced leading to Charter. The advantages of linking Dreyfuss type models and competency matrices as well as UKCES NOS models, linked to qualifications were discussed.

- FAME/SCFA Working party

PC reported that Carl Heron (chair of SCFA) attended last FAME Forum and PC met with him to discuss better integration between academics and employers. They also discussed the Skills Passport and there was a positive response. A SCFA representative will attend the next FAME board meeting and a FAME rep will also attend a future SCFA meeting. KG noted she was attending the next meeting to report on IfA initiatives and Charter. It was noted that Carl Heron is standing down as Chair, need to identify who will take over.

- Fieldwork/work placement register

FAME questionnaire has been put together but is waiting for input from new FAME CEO, Malcolm Cooper. PC to contact Malcolm Cooper to turn into online questionnaire and send out. Intention to find out what capacity FAME members have to take work placements, how the process can be simplified and match up employers with universities.

RT noted that there is a consortium of Scottish universities who do this to generate ideas for masters.

BH thought that EH funding might be available for a pilot

KG reported that IfA has submitted a grant application to the HS Voluntary Sector Fund to support its skills and training work in Scotland and this includes a pilot for combining NVQs with academic programmes through Aberdeen University.

There was further discussion on that ATF can do to bridge the gap with the academic sector. BH noted that the University Vocational Awards Council is organising a conference on government funding through HE.

**Action: BH to forward details to ATF.**

- ATF website

TJS reported that CBA is reviewing all external IT services and can no longer support external websites, so can't promise to migrate the ATF website to a new location as previously discussed. ATF also needs to think about domain names, whether dedicated and whether there is a cost involved. RT happy to have a go at migrating, need to decide on structure, how often is it going to be updated? Images need to be sourced, will minutes be uploaded or just annual reports?

**Action: KG to put on agenda for next meeting.**

This also applies to TORC website which is under review. KG suggested that IfA might be able to take this on.

**Action: KG to discuss with IfA management team and with Mike Heyworth.**

ATF is very keen to support TORC. Potential for IfA and FAME to contribute.

**Action: TJS to provide next meeting with an idea of the resources required to continue TORC on CBA site**

- NVQ future

KG reported that there is still no formal confirmation regarding the future of the NVQ in Archaeological Practice.

**Action: KG to contact SQA direct to find out status of NVQ.**

The potential for L4 and 5 to be reinstated with a new Awarding Organisation was discussed. Also need to look at L2 as a progression option for school leavers

**Action: BH to circulate equivalency table.**

- ATF training award

The need to ensure that an ATF website exists for the purposes of the ATF Award was noted.

**Action: TJS to check whether this could happen through CBA.**

KG thought the IfA website could host if need be but need to keep distinctive badging. She noted that the next edition of The Archaeologist (due out in November) would feature an article on past winners and it was agreed that the timing of call for nominations should coincide with the article.

**Action: KG to arrange call for nominations in November**

MBE suggested that winners be invited to join ATF. It was agreed that this might be complicated to achieve but winners could be invited to present to ATF or another meeting such as the FAME Forum/AGM or TAG.

The publicity and audience for the award was discussed – who do we want to share best practice with? Could be relevant to professionals, employers, community groups and universities. The potential to ask winners to produce a video publicising their project to be hosted on the ATF website was noted.

TJS raised the fact that a training element is absent from the BAA awards and could be considered as one of the judging criteria.

**Action: TJS to check criteria and draft letter to BAA Trustees**

**Action: RT to have a look at previous material.**

KG confirmed that IfA can handle applications again.

#### 5. Future endorsement of OUDCE professional training courses

KG reported that OUDCE were keen to continue to seek ATF endorsement for their Professional Training Course despite losing the EH subsidy. It was agreed in principle to continue endorsement but ATF will need to see course outlines where tutors have changed.

**Action: KG to circulate as available.**

BH noted that the EH subsidy is now going to Leicester University and KG confirmed that they have been in touch with regarding ATF and IfA endorsement KG also noted that can she can provide support to link learning outcomes to NOS for a small fee.

#### 6. Any Other Business

RT circulated a statement received from the IfA Diggers' Forum statement which states that the minimum level of competence required for field archaeologists should be equivalent to Practitioner level membership of IfA, and that anyone below that level should be employed through in a training position with agreed learning objectives and a training plan. There was a discussion around levels of skills and the statement was agreed in principle in the context that everyone should be trained. It was noted, however that there were other implications (with regards availability and affordability of training which need wider discussion).

**Action: KG to add to agenda for fuller discussion at the next meeting**

MBT gave a report on a number of maritime training initiatives including

- Maritime Archaeology Trust, 1 day CPD course in Underwater Archaeology
  - Society for Underwater Technology,
  - Southampton MOOC courses <http://www.southampton.ac.uk/moocs/>
  - Thames Discovery Programme about to go nationwide, citizenship project England, based on Scape as well. Lots of foreshore training, linked to NAS qualifications as well.
- Action: MBE to circulate details**
- UNESCO convention NGOs reviewing training provision globally.
  - New website maritime archaeology.org which is a hub for all things maritime including placements and CPD opportunities.

He also reported that NAS has approached the maritime team at EH to train licensees for Designated Historic Wrecks to NVQ L3 to demonstrate competence. The response wasn't positive but MBE to recontact. Suggested to copy BH in. NAS would consider becoming an assessment centre if they get the go ahead. KG reported on a similar pilot being developed with Natural England to train non-archaeological staff to NVQ 3.

It was agreed to include key updates from Forum members as a standing item on the agenda in future.

**Action: KG to add to agenda**

BH circulated example structures for revised NOS from a UKCES meeting attended by BH and KG. He noted that the examples were presented as mutually exclusive but there was benefit in a joint approach of a high level statement backed up by more detail.

**Action: BH to circulate electronic copies if they become available.**

It was noted that now would be a good time for ATF to restate how useful NOS are.

**Action: All to send thoughts to BH on preferred models.**

**Action: RT to write as chair.**

**Action: MBE to scan and PDF, KG to circulate.**

## 7. Dates of Future Meetings:

TBC – pending scheduling of TAG sessions, TJS is coordinating one, KG likely to be contributing to another so will work round. TAG will be held between 15 – 17 December in Manchester.