

Notes of the TAP meeting held in St Andrew's on the 22<sup>nd</sup> January 08

In attendance

R. Howard	SWAP East
T. Kerr	SWAP East
R. Harris	University of St Andrews
V. Torrance.	University of St Andrews
J. Staal	Abertay University, Dundee
I. Luke	TAP Co-ordinator
A. Mitchell	Perth College
L. Purdum	WHAN
M. Allardice	University Of Dundee
L. Jones	University of Dundee
A.Petrie	Angus College
S. Thomson	Adam Smith College

Apologies

E. Clayes	Perth College
E.Cochrane.	Adam Smith College
S. Lester	Dundee College
K. McMillan	University of Dundee

1. **Welcome and Introduction.** As previously agreed Ruth chaired the meeting.
2. **The notes of the last meeting** were agreed.
3. **Co-ordinators update.**
  - Attracted 190 + students and attendance held up well over the two weeks
  - Focus groups were virtually complete, two to go.
  - A further TAP event catering for IT students to be staged on the 28<sup>th</sup> January.
  - During focus sessions further students interested in Shadowing identified. Names would be passed on to Universities.

- TAP bookmarks were distributed at meeting.
- Student guides had proved useful. It was unfortunate however that the Dundee days had clashed with Lift Off's Great Big Conference which also used student volunteers.

### **Iain Suggested**

- That in future we should bus students between Abertay and Dundee Universities.
- Evaluation should be undertaken over both days of the event.

The meeting further agreed

1. that we stage the first days of this year's events in Dundee on the 4/5th November.
2. that the St Andrews days be again held in Reading Week beginning on the 10<sup>th</sup> November.
3. That we hold the different sessions of the events on alternate days over the two weeks. The Tap to Arts on the 4<sup>th</sup> and the 12<sup>th</sup> November and the TAP to Science and Nursing on the 5<sup>th</sup> and the 11<sup>th</sup> November.

4. **Evaluation.** Tracey took us through the initial results from the sheets returned at the conclusion of the events. Again these were very positive. The final electronic version should be completed in the next few weeks. Once the information from the focus groups had been gathered SWAP would be able to start work on the final evaluation and the end of project report which Ruth hoped would be completed by Easter.

### **5. Partners feed back**

**Ruth Howard** felt that things had again gone extremely well despite

- Some problems in ascertaining and accommodating final numbers.
- And a few of the younger students displaying a negative attitude in some of the workshops on the 20<sup>th</sup> November.

Ruth reminded the group that no limit had been placed on numbers and suggested that this policy should be reviewed in the light of registration and accommodation difficulties at this year's event.

**Lorna Jones** suggested that we might consider using an on-line booking system in future.

**Ann Petrie** felt that given some of the evaluation results on the Pre-event information it might be useful for the course tutors to be more fully involved in the distribution.

There was a general discussion about the possibility of introducing some form of selection to ensure that only really committed students be given the opportunity to attend.

College colleagues indicated that this was something they already do.

**6. Dissemination** It was agreed that we should liaise with the Forum to arrange to disseminate the project at the Forum's Annual Conference to be held in Dundee on the 22nd May.

**7. Planning for TAP 2008.** Iain explained that planning for this year is dependent on the level of funding that the Forum receives from the SFC. This will not be decided before April. It was felt that it would be useful once the funding situation was clearer to meet with Wilma Clark the manager of the Forum to talk over our proposals. **It was also agreed that we should try and estimate for inclusion in the Final Report the contribution made in kind by the project partners.**

**8. Date of the next meeting.** The 15<sup>th</sup> April, 2.00pm at Abertay University.