

# 2016-03-14 - ELAG Meeting

**Date 14 Mar 2016**

- Monday 14 March 20:00 - 21:00 UTC

This month there will be only one meeting as 12 or 15 respondents indicated availability for this call and those who were unavailable had no overlapping availability with one another. Those unable to attend are asked to listen to the meeting recording and submit their comments to the ELAG space.

[click link above for other time zones]

## GoToMeeting Details

[Click here to see GoToMeeting joining information](#)

[Click here to see GoToMeeting recordings](#) (ELAG members only)

## Attendees

- Chair: [David Markwell](#)
- Member representatives: [Dr Alejandro Mauro](#), [Andrew Grant](#), [Camilla Wiberg Danielsen](#), [Fernando Portilla Ian Spiers](#), [Johannes Gnaegi](#), [Pim Volkert](#), [Suzy Roy](#),
- Expert members: [Heather Grain](#)
- Staff: [Linda Bird](#), [Liara Tutina](#), [Cathy Richardson](#)

## Goals

**Ensure that prior to April meeting in London we have an overall outline view for detailed face-to-face discussions**

## Apologies

[Suptendra Nath Sarbadhikari, user-56a7f](#)

## Observers

[Anne Höjen](#)

## Agenda and Meeting Notes

Note on agenda item timing

Item	Description	Owner	Notes	Action
1	Welcome, introductions and apologies	<a href="#">David Markwell</a>	ELAG meetings will be recorded and recordings will be accessible to ELAG members.	<input checked="" type="checkbox"/> Check attendance details and apologies
2	Conflicts of interest	<a href="#">David Markwell</a>	Refer to <a href="#">Conflicts of interest section in the Advisory Groups Manual</a> .	<input checked="" type="checkbox"/> Conflicts of interest checked
3	<a href="#">Action List review</a>	All	Review and update status of outstanding and overdue actions.	
4	Update from Team	<a href="#">David Markwell</a>	Brief updates on any key points of relevance to ELAG from the E-Learning Team. <ul style="list-style-type: none"><li>Foundation Course - 900 successful completions</li><li>Implementation Course - 29 successful completions</li><li>Content Development Course - 1st intake of 40 in progress through course</li></ul> Update on plans for 2016.	
4	<a href="#">ELAG Work Plan</a>	-	<i>See subtopics below ...</i>	
4.1	<a href="#">Supporting Delivery (WP1)</a>		<ul style="list-style-type: none"><li>Update on status of plans for Member expert involvement in Webinars (3 fast-tracked students UK (1) Australia (2) have complete and should be able to start providing webinars during next intake)</li><li>New intake applications close on 15th March - where required prioritization lists will be sent to Member representatives.</li><li>Initial feedback from the Implementation Course questionnaire will be presented at the meeting.</li></ul>	
4.2	<a href="#">Development Advice (WP2)</a>		<ul style="list-style-type: none"><li>Please submit your comments on the page for</li></ul>	

4.3	<a href="#">Supporting Sharing (WP3)</a>		<ul style="list-style-type: none"> <li>• Updates from Members on any current use of Foundation Course shared materials.</li> <li>• Timing of availability of Implementation course materials for sharing.</li> <li>• Translation activities update. Chile leading work in Spanish translation.</li> </ul>	
4.4	<a href="#">National Priorities /Activities (WP4)</a>		<ul style="list-style-type: none"> <li>• <b>Member Representative: Please notify prior to meeting</b> if any updates on activities at national level and/or national educational priorities relevant to ELAG that they would like to report or discuss on the call.</li> </ul>	
5	Future meeting dates/times	<a href="#">David Markwell</a>	<ul style="list-style-type: none"> <li>• Face-to-Face meetings in London Saturday 16 Apr 2016 (all day) and Monday 18 Apr 2016 (morning)</li> <li>• See <a href="#">Meeting Information</a></li> <li>• Next call plan for late May</li> </ul>	
5.1	<b>Face to Face Agenda</b>		<p><b>Major item for this call ...</b></p> <p>a) Outline of the approach to the Saturday all day meeting of ELAG with discussion of key points to be covered and the intended outcome of that meeting.</p> <p>b) Suggestions for specific topic for the general ELAG meeting agenda</p>	
6	Any other business	Notify before meeting	<ul style="list-style-type: none"> <li>• Any other business at discretion of Chair subject to available time.</li> </ul>	<input type="checkbox"/>

## Meeting Files

**File      Modified**

No files shared here yet.