



## JISC RSC Scotland South & West Case Study @ Glasgow College of Nautical Studies

### Workshop Wednesdays and e-CPD - Glasgow College of Nautical Studies

#### Summary

Since December 2009 the college has piloted an innovative approach to staff development. Each Wednesday the college opens at 10am to allow a dedicated hour of CPD for all college staff. Fulton Dunn and George Howie have been the driving force behind this development, which has been enthusiastically received by staff. The organisation and administration of the system has been managed via the bookings module within Moodle. Staff have also access to an online CPD system to record all activity they undertake.

#### About Glasgow College of Nautical Studies

Glasgow College of Nautical Studies is situated in the centre of Glasgow on the South bank of the River Clyde. Each year over 9,000 learners come to the College to study on the wide range of programmes the college offers. Around 50% of the College activity is in the specialist subject area of Marine Engineering and Maritime Studies but courses are also delivered in many other subject areas such as Childcare Education, Health, Social Studies, Drama, Computing, Sport, Beauty Therapy, Business, Electronics and Electrical Engineering, Mechanical Engineering and many more. The student body is very diverse with ages ranging from 15 to 70 and learners are welcomed from over 35 different countries. Many choose to come to College for full-time programmes of study with many others opting for part-time, evening, distance or online learning opportunities.

## The challenge

The aim was to provide weekly CPD opportunities for all college staff, meeting the needs of departments as well as individuals, which was both relevant and sustainable. The challenge was to organise a wide range of relevant activities, efficiently and effectively as well as providing a system for the recording of this activity. Additionally, defining what is considered CPD was a challenge and the terms used have been agreed in consultation with all staff, so that a consensus was reached.

## The activity

The college opens an hour later each Wednesday so that all staff can partake in staff development activities. A wide range of opportunities are available, between 8 and 10 weekly, not restricted to face to face training, but includes departmental meetings, industrial placement and online opportunities.

Face to face opportunities during the pilot have included:

First aid

Smartboard training

Moodle training

Coleg repository

Social networking

Office applications

Swimming lessons

Assistive technology training

Location	Venue	Date	Time	Seats available	Status	Options
2.10	GCNS	14 April 2010	09:00 AM - 10:00 AM	10	booking open	Sign-up

  

Location	Venue	Date	Time	Seats available	Status	Options
2.10	GCNS	11 March 2010	09:00 AM - 10:00 AM	0	session over	none

The administration of CPD is managed via the bookings module within Moodle, known within the college as iLearn. This has been crucial to the success of the organisation of the activities as to do this using a manual or paper based system would not have been feasible or sustainable. Using the booking module, staff login in to iLearn and enrol on the course of their choice. The system then confirms the booking by email with a follow-up reminder closer to the date. Each course has a maximum number of places and once this is full, the system automatically indicates this. Staff can also cancel their place using the system.

**Sign-up for Social Networking: An Introduction**

Location: 2.10  
Venue: GCNS  
Room:  
Session date/time: 14 April 2010, 09:00 AM - 10:00 AM  
Duration: 1 hour  
Seats available: 10  
Notification Type: Email Notification and iCalendar Appointment

Sign-up Cancel

As well as staff development activities, an online CPD system, 'MyCPD' has been set-up so that individual staff can create their own professional profiles as well as recording all CPD activity they undertake. Staff are required to undertake 40 hours CPD annually and the ability to record this online has been very beneficial for both staff and their managers. MyCPD is available from the college's intranet homepage.



A wide range of staff and department have been involved in providing staff development, including the learning and teaching coordinator, quality department and learning services.

## MyCPD

To record any staff development, staff login and complete an entry for the training or other activity completed. This includes details, such as, title and content of course; date and number of hours; type of CPD and relevance to job.

Over the year staff are able to build up their profile with details of all CPD activity undertaken.

## The outcomes & Impact

The pilot has been very successful with very positive feedback from staff. Staff have overwhelmingly found that having one hour each week to focus on CPD has been very beneficial and there has been a major increase in basic IT training. A by-product of having staff book through iLearn (Moodle) has encouraged greater use of iLearn for learning and teaching. Staff are more comfortable and confident using iLearn as they're going online on a regular basis. Additionally, there has been a significant increase in people visiting Learning Services staff for support and advice on the use of technologies.

Closing for an hour each Wednesday has been of tremendous benefit to a number of departments, which normally have difficulty organising departmental CPD, for example, library services.

There is evidence of increased staff morale, college wide and greater cross-over between departments. There has been greater dissemination of innovative practice, with 'show and tell' sessions. Tutors running the staff development sessions have found staff in increasing numbers, coming back to tutors asking for more advice and support on how they can apply what they have learned into practice. The weekly sessions ensures that all staff have equal access to CPD. It enables a quick response to identified needs and feedback, as well as the ability to tailor needs to individual sections and departments.

It is evident that staff have enthusiastically engaged in the pilot programme and it has been so successful that the approach is being continued after Easter for a further 12 weeks.

### **Lessons Learnt**

The main aim of the approach was to respond more effectively to the CPD needs of all staff in the college. Key to the success of the pilot has been due to proper planning and consultation with colleagues in the rollout and development of this innovative approach and the fact that it includes all staff, regardless of role. In the planning stages all section and department heads were asked what they what they required and what they felt would be of benefit to themselves and their staff. The provision of CPD opportunities has been efficiently managed, organised and supported, as well as being relevant and targeted. The support provided by learning services, with its open door policy and willingness to respond flexibly to needs has encouraged staff to follow up on training and given them the confidence to put this into practice, improving the quality of the experience for learners.

### **Useful Links**

[www.gcns.ac.uk](http://www.gcns.ac.uk)

[www.rsc-sw-scotland.ac.uk/best\\_of\\_the\\_west/BoW.htm](http://www.rsc-sw-scotland.ac.uk/best_of_the_west/BoW.htm)

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