



Communications and Publications Committee

Minutes

Minutes from the meeting on 4th June 2015.

1 Welcome and apologies

Chair: Matt Lingard (ML)

Present: Kathy-Ann Daniel-Gittens (KD), Elaine Garcia (EG), Anne Hole (AH), Sandra Huskinson (SH), Neil Morris (NM), Ulrich Tiedau (UD), Martin Hawksey (MH) [ALT]

Apologies received from: Ros Walker, Sarah Cornelius

2 Any other business to be added to the agenda at the end of the meeting

No AOB

3 Approve the Minutes of the 4th February 2015

All actions noted as complete and no corrections.

4 Matters to note from Trustees

ML noted appointment of two interim journal editors approved by Trustees with the view to confirm the appointments in September 2015. The committee welcomed the appointment of Dr Carlo Perrotta, University of Leeds and Peter Reed, Liverpool John Moores University.

5 Communications Report

Website development

MH presented the Communications report highlight recent changes to the ALT main website. This included a new membership landing page and automatically generated lists for Organisational/Sponsoring Members and CMALT Holders. Committee noted good progress with site development. The question of the lack of institutional reps being lists was raised. MH explained that this was being populated via Org. Membership renewals as an opt-in. NM suggested that this could be opt-out. The Committee would like the list to be populated more quickly and suggested contacting members directly rather than waiting for renewals.

Action: MH to get Organisational/Sponsoring members getting the list of reps. populated more quickly.

#altc Hashtag

MH also reported on the #altc hashtag usage for this year. Whilst not widely used by members the

inclusion within automated tweets and share buttons on the ALT Newsletter. MH encouraged Committee members to use the tag to help raise awareness. It was suggested that the conference was a good opportunity to to highlight the tag.

OER Conferences

OER15/OER16 was discussed and in particular how it fitted in with the development of ALT's online infrastructure. NM highlighted the number of events scheduled for April 2016 and welcomed the news that coordination was already happening.

6 Events Report

ML asked for comment from Committee on the events report. The Committee would like to see more webinars and involvement from members. Ideas discussed included allowing members to vote on the webinars they would like to see on a regular basis. MH highlighted that Committee members were welcome to invite people directly or pass their names to us to invite.

Action: MH to provide Anna Davidge with feedback from Committee.

7 Journal

7.1 Strategy and Editor recruitment

ML presented the paper on a Journal highlighting a number of key developments including the cessation of a print edition, new journal strategy and recruitment of two new editors and a junior editor. ML noted thanks to NM for his work on the strategy and Committee were invited to make comments. The committee welcomed the strategy without major changes.

The role of Junior editor was noted as a welcome development. The number of editors was also discussed and in particular the potential benefit of recruiting 3-4 editors to cover the broad range of topics covered by the Journal. In this respect the recruitment of Peter Reid as an editor was welcomed given his background in practice based research.

7.2 Journal report from co-action

ML directed the committee to comment on the Annual Report from Co-Action. The report was welcomed. ML queried the distribution of articles to Twitter via @Reasearch_in_LT as the Committee had previously agreed that this account would no longer be used instead focusing on the main @A_L_T account for dissemination in this way. MH clarified that tweets had been send from @Research_in_LT via an automated feed and on discovery had been switched off. It was also noted that new article publications are now recorded in the activity feed of the ALT site and articles are now also discoverable using the site search.

8 Newsletter

AH gave a verbal report to the Committee. AH noted increased activity in the Newsletter, in particular, the publication rate. Since the start of the year 32 posts [comparisons with the previous year is difficult as the Newsletter had previously been used to repost ALT News items]. AH noted that this extra activity is reflected in the newsletter stats and email subscriptions. Currently the publication rate is averaging one post per editor per month and concerns were raised about how sustainable this was particularly as Peter Reed had also become a Journal Editor. The Committee agreed that there should be a recommendation to recruit more editors.

AH explained to the committee that currently all articles submitted to the newsletter are published. For some articles this requires considerable work for the Editors in communicating with the authors and can take the work beyond 'light-touch' editing. The committee asked that AH monitor the situation and report back if the editorial team feel stricter quality control should be introduced.

AH presented some of the development ideas collated from discussions with the newsletter editors. Howard Scott has suggested looking for international contributions and also providing templates for

reviewing applications, software and other post types. The inclusion of a case study format was suggested as it would help provide a framework for colleagues less experienced with presenting information in print. Sarah Cornelius suggested having editors for particular topics. One concern with this idea is volume for different topics varies.

The Committee noted thanks to AH and her team for all their work with the Newsletter.

Recommendation: To recruit more editors to support the ALT Newsletter.

9 Committee membership for next year. Replacing expertise and coverage

ML noted that a number of the committee were reaching the end of their final term. The Committee noted thanks to Harry Greiner, Sarah Cornelius, Ulrich Tiedau and Matt Lingard. Thanks were also noted to Steven Verjans who is at the end of his first term.

A call will go out for Committee recruitment via Central Executive. ML highlighted the opportunity for existing committee members to pass this call on to specific individuals who can help with the Committee coverage. In particular, it was noted that extending coverage beyond HE would be beneficial. NM suggested the co-opting of a representative from the FE committee. It was unclear if this would be practical given time commitments.

Action: NM to talk to MH about recruitment of new members

10 AOB

No other business

11 Dates of next meetings

Face-to-Face: 20th October 2015, Birmingham

12 Reporting to/from the Central Executive

The committee have noted the appointment of Journal Editors and the Journal Strategy.

The Committee would like Central Executive to note a number of committee members are reaching the end of their final term and any call should try to broaden membership beyond HE.

The Committee would like Central Executive to note increased activity on the ALT Newsletter and recommend the recruitment of more editors to ease the workload of the existing editors.

Minutes written by: MH 04/06/2015

Reviewed by: ML 08/06/2015