

## ASET e-Bulletin

May 2016

### In this issue...

- To disclose or not to disclose? That is the question  
*Becky Jones, ASET Trustee*
- 2016 ASET Conference
  - Speakers announced
  - Full Programme
  - Prices held
  - [Book Online](#)
  - AGM Notification
- What does the EU Referendum mean for Universities?
- ASET Staff Development Workshops update

### ASET

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Just **12** weeks until we congregate on Campus East for the 23<sup>rd</sup> ASET Annual Conference at the University of York. We are delighted to promise another full agenda, as we review the plentiful response to this year's Call for Papers. The final selection and session programme will be released mid-June, but see below for programme details to date.....and don't forget to reserve your place.

[BOOK YOUR PLACE ONLINE TODAY](#)

The next e-bulletin will be issued w/c 20th June.

Debbie Siva-Jothy [aset@asetonline.org](mailto:aset@asetonline.org) [www.asetonline.org](http://www.asetonline.org)

### To disclose or not to disclose? That is the question....

Becky Jones, ASET Trustee and *Assistant Director, Careers – Employer Engagement, University of York*

The theme for our annual conference, taking place 6-8th September at University of York, is “**Enhancing the experience, Supporting the Student**”. This was very much chosen to reflect ever more discussions on how best to support all our students to make the most of placements.

One special interest group that springs to mind is students with a disability. According to HESA, 1 in 10 students declare a disability at University registration, but the percentage of students with disability on placement isn't clear. Previously the consensus was that fewer students with a disability undertook a placement or just opted not to disclose pre-placement. However Placement teams nationally are now reporting an emerging and increasing need to support students with physical and mental-health disabilities, pre-, during and post-placement.

## ASET e-Bulletin

Supporting the student to decide if, and when, to say “I identify as disabled”, is an increasingly regular part of the role of the placement team. Every case of “if, when and how to disclose” is, of course, unique. The most obvious advantage to the student disclosing is the fact that they are protected under the law. Also importantly, it enables the student to be in control of how they present this piece of information. So, by talking confidently about what they can do (rather than what they can’t), even using examples of managing care programmes, it can give the applicant a way to demonstrate skills and characteristics in a positive and compelling way. It also increases the success of the placement if the employer can recognise the need and is ready for any adjustments along the way.

Alternatively the fear of anticipating discrimination, being labelled negatively or appearing less employable than the next candidate, might well mean the student with disabilities feels more positive about a decision not to disclose.

“Disclosing”, “making reasonable adjustments” - these are terms we use regularly, albeit complex issues, but which are essential for all our students to benefit from a quality learning experience on placement. Join us at the conference to share your perspectives and learn from fellow practitioners on how best to support all students, as well as to gain great insight into the attainment and challenges of employability for special interest groups.

Bookings for conference are now open, and the response to this year’s Call for Papers has been tremendous. The review teams are currently working on the selection for the Parallel Sessions of Practitioner Workshops, Research Papers, Something to Share discussions and posters on this multi-layered and crucial topic. We look forward to welcoming you in September. See you there!

### **ASET Annual Conference 2016**

#### **The Placement and Employability Professionals’ Conference**

6-8 September 2016, University of York, Campus East

***“Enhancing the Experience, Supporting the Student”***

[Book Online](#)



*Ron Cooke Hub, University of York, Campus East*

## ASET e-Bulletin

Conference 2016 will focus on **Enhancing the Experience, Supporting the Student**, acknowledging that timely support and guidance during the key stages of a student's Work Based and Placement Learning, is vital to the student having a positive experience and learning the right lessons, looking at:

- What a student needs to succeed, how best to prepare students for the experience
- The needs and requirements of the differing student population
- Support and Guidance whilst on placement
- Post placement, how to best use the placement experience

The conference will run over three days and will feature Keynotes and Plenaries including:

- **Speakers Announced**

**Dr Gurnam Singh**, National Teaching Fellow and Principal Lecturer in Social Work at Coventry University and Visiting Professor of Social Work at the University of Chester

Dr Singh has been a leading voice in the UK's work on the disparities in student attainment, specialising in those from Black and Minority Ethnic backgrounds, including working on key Higher Education Academy projects and most recently a Leadership Foundation publication ['Race', Racism and Higher Education Leadership: How can we make not break BME leaders](#). Dr Singh will be speaking about BME attainment and the challenges for employability.

**Dr Vicky Duckworth**, Helena Kennedy Foundation Trustee and Senior Lecturer and Research Fellow in the Faculty of Education at Edgehill University

**Johnny Rich**, *HEA Board of Directors and Chief Executive of Push*

Johnny is widely respected and a well-connected expert in HE, the student experience, employability and careers. He is also an established, energetic, award-winning executive, with not-for-profit, Push, an organisation whose mission is to support the choices and skills of school-leavers and students, particularly those from disadvantaged backgrounds. Johnny has contributed to Government HE strategy as well as working with HEFCE on student information needs, the European Commission on U-Multirank, and many think tanks such as the Social Mobility Forum and the 1994 Group. A highly acclaimed writer for many publications including The Guardian and Times Higher Education where he focuses widely on student life.

Alongside the **Keynotes**, we have a packed programme including a **Masterclass** for entering the **2017 NUE Awards**, **CPD sessions** covering a range of diversity and WP topics as well as a wide range of Practitioner Workshops, "Something to Share" discussion sessions, Research Papers and Posters, all with the aim to develop knowledge in, and practice of, work-based and placement learning.

## ASET e-Bulletin

### • Conference Programme

#### Day 1 - Tuesday 6 September

08:00 - 09:00	Breakfast (Monday night delegates only)
10:00 - 11:00	Registration and refreshments
11:00 - 11:30	ASET Welcome
11:30 - 11:45	Welcome from the University of York
11:45 - 12:30	Keynote: <b>Dr Gurnam Singh</b> , Coventry University BME attainment and the challenges for employability
12:30 - 13:00	ASET AGM and President's Address
13:00 - 14:00	Lunch
14:00 - 15:00	Parallel Session 1
15:00 - 15:45	Parallel Session 2 – Regional Hub Meetings
15:45 - 16:15	Refreshment break
16:15 - 17:00	ASET Research Bursaries Research Bursary Project Presentation - University of Portsmouth Exploration and Enhancement Bursary Project Presentation - Loughborough University
18:30	Drinks Reception
19:30	Gala Dinner
21:00 -	The GlassHouse – on campus

#### Day 2 – Wednesday 7 September

08:00 - 09:00	Breakfast
09:00 - 9:15	Registration for day delegates
09:00 - 10:00	Parallel Session 3
10:00 - 11:00	Parallel Session 4
11:00 - 11:30	Refreshment break
11:30 - 12:00	Keynote: <b>Dr Vicky Duckworth</b> , Helena Kennedy Foundation, Edge Hill University
12:00 - 13:00	Q&A Experts Panel
13:00 - 14:00	Lunch
14:00 - 15:00	Parallel Discussion/CPD/ASET Masterclass sessions Disability/Socio Economic/Gender-sexual orientation/International/Race
15:00 - 15:45	RMP Masterclass – It's your time to shine in the NUE Awards 2017
15:45 -	Refreshment break ASET Practice & Research Network Meeting/ Free time – explore York
18:30	Drinks Reception
19:30	BBQ
21:00 -	The GlassHouse – on campus

## ASET e-Bulletin

### Day 3 – Thursday 8 September

08:00 – 09:00	Breakfast
09:00 – 09:30	Day registration / Time available for checking out and baggage store
09:30 - 10:30	Parallel Session 5
10:30 - 11:00	Refreshment break
11:00 - 12:00	Parallel Session 6
12:00 - 12:45	Keynote: <b>Johnny Rich, CEO Push</b> The Employability Edge
12:45 - 13:00	Conference Wrap-up & Close
13:00	Packed Lunch and depart

**Please note: The Programme and/or individual Parallel sessions (Practitioner workshops, Something to Share Sessions, Research Papers) may be subject to change at short notice**

#### • Prices held

The ASET Trustees are pleased to confirm conference prices have been held for the fourth year running at:

#### RESIDENTIAL

Residential rates are inclusive of 3-day access, two nights' accommodation, meals and refreshments

- Presenter Rate **£575**
- ASET member institutions **£620**
- Non-member institutions **£775\***

\* Non-member residential rate includes 6 months ASET membership for your institution

#### NON-RESIDENTIAL

Non-residential rates are inclusive of lunch and morning/afternoon refreshments only, and do not include evening meals which, when booked separately are charged at: Tuesday 6<sup>th</sup> £40/Wednesday 7<sup>th</sup> £25

- Presenter Rate **£475**
- ASET member institutions **£500**
- Non-member institutions **£625**

#### DAY RATES

Day rates include lunch and morning/afternoon refreshments. Day rates do not include evening meals.

Tuesday 6 <sup>th</sup> September	<b>£250</b>
Wednesday 7 <sup>th</sup> September	<b>£250</b>

#### HALF-DAY RATE

Thurs 8 <sup>th</sup> only	<b>£125</b>
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## ASET e-Bulletin

### **ADDITIONAL NIGHT**

Additional night bookings for the night before conference can only be taken with initial booking, please check travel arrangements in advance of booking.

Pre-conference Bed & Breakfast Monday 5<sup>th</sup> September £50 (evening meal not included)

- [Book Online](#)

- **AGM Notification**

A message to all our members from ASET Chair **Sarah Flynn**

With our conference rapidly approaching it has become the time of year when we share with you our official notification of the **ASET Annual General Meeting** which is to be held as part of the conference on **Tuesday 6<sup>th</sup> September 2016** at 12:30, and will be followed by lunch, at the University of York, Campus East. If you represent a member institution, the AGM is your opportunity to hear about the work of ASET during the year, receive the formal report on the accounts and to engage with the process of electing the Executive Committee, and we would encourage you to attend.

### **Call for motions /agenda items**

Members may request either, and must be present at the AGM to speak to their item or to submit in writing ahead of time. If you would like to table a motion or an agenda item, please do so in writing (electronic format) by email to [aset@asetonline.org](mailto:aset@asetonline.org) with the phrase: **AGM 2016 Motion, Agenda Item**, in the subject line of the email, and these must be received by **Friday 29<sup>th</sup> July, 5pm**.

### **Executive Committee – Open call for nominations**

The Executive Committee is a team of volunteers who work to govern, guide and carry out the goals of the organisation acting both as Directors and **Trustees**, as ASET is a charity. We have a small number of vacancies for colleagues to join the team, these are not defined roles but rather open to the skills, experience and talents that enthusiastic individuals would like to bring to the Committee.

- Individuals may self-nominate remembering that they must belong to a member institution, and their nomination must be seconded by someone from a different member institution. Individuals can only second one other person.
- Nominations and confirmations of seconding support must be made in writing (electronic format) by email to [aset@asetonline.org](mailto:aset@asetonline.org) with the phrase: **AGM 2016 Nomination** in the subject line of the email. The nomination and the seconding support can come in separate emails.
- To stand, please submit a *biography/manifesto of no more than 200 words* with your nomination. These biographies/manifestos will be made available to the members for consideration ahead of the Annual General Meeting where the vote will take place, so please use them to demonstrate your engagement in the work based and placement learning sector and perhaps to illustrate what you hope to bring to ASET.

**Nominations close on Friday 17th June, at 5pm**

If you have any queries about the process of the AGM or are considering standing for the Executive Committee and you would like to discuss this before you nominate, then please contact **Sarah Flynn**, ASET Chair, [s.j.flynn@herts.ac.uk](mailto:s.j.flynn@herts.ac.uk), **James Corbin**, ASET Vice Chair, [j.i.h.corbin-2@kent.ac.uk](mailto:j.i.h.corbin-2@kent.ac.uk) or **Rebecca Evans**, ASET Treasurer, [r.j.evans@leeds.ac.uk](mailto:r.j.evans@leeds.ac.uk)

### What does the EU Referendum mean for Universities?

It has been called the vote of a generation, on June 23rd the UK will be voting on the following question; should the United Kingdom remain a member of the European Union or leave the European Union? For a brief guide to the Referendum see this BBC News page. There has also been a lot of chatter in the sector about the Referendum, with the vast majority of public opinion pieces from HE leaders and organisations coming out strongly in favour of a Remain vote.

Alistair Jarvis, Deputy Chief Executive at Universities UK, wrote an interesting piece for WonkHE back at the start of the campaign entitled “What has the EU ever done for us?”, and focuses mainly on the impact of UK research, our ability to attract talented staff to the UK and the funding that drives the growth of jobs in the sector. Back in February, 103 University Vice-Chancellors wrote an open letter to the Sunday Times urging the public to consider the role the EU plays in strengthening the UK’s higher education institutions. Whilst the overwhelming sense from the sector is for a Remain vote, there are some writing about the possibilities of life after a Brexit, for example Emran Mian, Director of the Social Market Foundation.

But what about those of us in the ASET community? Well for us the biggest potential impact is on student mobility. At the moment, an EU student that moves to another EU country to study pays the same tuition fees and is eligible for the same funding supports as citizens of the host country. Many of our students travel overseas for placements through the Erasmus programme.



Universities for Europe says more than 200,000 UK students have studied and worked abroad through Erasmus, and more than 125,000 EU students were enrolled in UK universities in the 2013/14 academic year. This represents about 6% of total university enrolment in Britain, and is estimated to generate £2.27 billion for the UK economy and support up to 19,000 jobs. [Source: ICEF Monitor]

## ASET e-Bulletin

Students taking work placements in the EU and beyond may find that their opportunities and funding to do change considerably were the UK to leave the European Union.

So lots to think about before you cast your vote on **June 23rd!**

### Spring Staff Development Workshop Programme

There is still time to [book your place online](#) for the last few ASET workshops in the Spring programme.....

Date	Location	W'shop No.	Title
09-Jun	London - Senate House	8	Marketing for Placements
21-Jun	Manchester Metropolitan University	9	Placements with SMEs
05-Jul	London - Senate House	10	Facing Facebook, Tackling Twitter and Living with LinkedIn
14-Jul	Manchester Metropolitan University	11	Innovation in Placement Assessment

#### **8. Marketing for Placements (MP)**

**Thursday 9<sup>th</sup> June (10am-4pm) Senate House, London**  
**£165 ASET members/£195 non-members**

Marketing placements and what we do needs to be adapted to our audiences, of which there are many – students, prospective students (and their parents), academic colleagues, the sector, employers and HE management. Better promotion can lead to an increase in the number of students taking up placements and/or more opportunities being made available by employers to your students. With available technologies naturally evolving, we also need to think about innovative ways to market placements.

In this practical workshop, our facilitators will discuss techniques you can employ to market placements and work based learning programmes to these audiences, and will encourage your participation to share your experiences.

**Last day for booking: Thursday 2<sup>nd</sup> June**

#### **9. Placements with SMEs – engaging and supporting employers and students (SMEs)**

**Tuesday 21st June (10am-4pm) Manchester Metropolitan University**  
**£165 ASET members/£195 non-members**

Engaging with SMEs can be an effective way of generating new and more varied placement opportunities for students. However, considering that many SMEs do not have formal summer or year-long internship/placement

## ASET e-Bulletin

recruitment processes, or may not have considered taking on a student/graduate before, there can be barriers that make engagement difficult. In addition, how many of your students are keen to apply for roles with SMEs or understand the value that such experiences can offer?

This participative, staff development workshop aims to show:

- the sources and means by which to locate suitable SMEs
- the methods for engaging with SMEs (marketing the benefits of taking on students/graduates)
- ways to overcome student disengagement
- the service level agreements or contracts to have in place
- how to make life easier for SMEs: things to do before, during and after the internships

**Last day for booking: Monday 13<sup>th</sup> June**

### **10. Facing Facebook, Tackling Twitter and Living with Linked In (#FFTTLL)**

**Tuesday 5<sup>th</sup> July (10am-4pm) Senate House, London**  
**£165 ASET members/£195 non-members**

A workshop exploring ways in which HE staff can use social media to engage with their students and ideas on how to coach students on the positive and professional use of social media. We will also provide a receptive forum for discussing doubts about using social media and how to manage these.

- Strategies for engaging effectively with students using social media and those not using social media (for example, On Twitter and Off Twitter strategies)
- Dos and don'ts of using social media – how to show students to use social media to positive effect
- Brand Professional Me - how students can develop a successful personal brand for job seeking and networking
- Platforms discussed: Predominantly Twitter, LinkedIn, Facebook, but also Instagram, Pinterest and emerging platforms such as <https://about.me/>
- A basic appreciation (not expert use) of some of the platforms – Facebook, Twitter and LinkedIn would be useful although not essential

**Last day for booking: Monday 27<sup>th</sup> June**

### **11. Innovation in Placement Assessment (IPA)**

**Thursday 14<sup>th</sup> July (10am-4pm) Manchester Metropolitan University**  
**£165 ASET members/£195 non-members**

There's more than one way to...assess a placement. From vlogs and blogs, to PDP and journals, essays and reports, posters and presentations, self-reflective practice and peer-assisted assessment, our facilitators will introduce contemporary, relevant and authentic methods of assessment for placements and work based learning models. In this participative workshop, delegates will be invited to engage in discussion and dialogue on the topic including exploring issues such as:

## ASET e-Bulletin

- What are you assessing?
- Who is involved in the assessment?
- Is it fit for purpose?
- How to encourage your students to engage in reflective practice

**Last day for booking: Monday 4<sup>th</sup> July**

### **And Finally**

Please send your contributions for next month's e-Bulletin by Friday 17<sup>th</sup> June.