**NEAS Advisory Council – Meeting Minutes**

**Date & Time**: Thursday 19 August, 2.00pm (AEST)

**Location:** Zoom video conference

**Attendance**:

Advisory Council

David Hill, ELT Support Services (Convenor)

Heidi Reid, Times Education Group

Jakki Postlethwaite, NEAS Associate Member

Jason West, UTS College

Dr Alexander Nanni, Mahidol University Thailand

Natalie Dipsellas, Academy of English

Youngeun Song, Australian Pacific College

Dr Pamela Humphreys, Macquarie University English Language Centre

Jarrad Merlo, E2Language
Kit Perry, Townsville International English School

Visal Sou, IDP Education Cambodia

NEAS Staff

Dr Patrick Pheasant, Chief Executive Officer

Jacky Ronan, Communications Officer (minutes)

Apologies

Nicki Blake, NEAS Associate Member

Michael Bos, Moreton Bay College

The Convener opened the meeting at 2.00pm.

There were no reported conflicts of interest.

The minutes from the previous meeting on 15 April 2021 were approved by Youngeun Song and seconded by Alex Nanni.

The meeting commenced with a discussion regarding the weaving of the indigenous language into Advisory Council meetings. Heidi gave the AC some indigenous words and encouraged them to use them in conversation during the meeting. The AC agreed this was a good exercise and Jarrad Merlo will lead the group in this regard at the next meeting.

**Item 5: 2021 Conference Review and 2022 Conference Theme**

The CEO reported that he had received excellent feedback from conference attendees and that NEAS had made a small profit from running the conference. The CEO extended thanks to the Advisory Council for their attendance and support with the event.

Planning for the 2022 conference is underway and Stan Grant has been secured as the opening plenary speaker. The theme is ‘Going Glocal – Embracing Communities of Practice’ and it will again be offered onsite at Doltone House and online. Presentations will be done on each of the 6 NEAS communities of practice and the CEO will give an update on these later in the meeting. Social activities for each group will also be held around the conference. The gala dinner event will return next year. Speaker expressions of interest open in September and ticket sales will commence from October.

**Item 6: Review Results of Expert Panel Survey & SOIF Activity**

The intention with the expert panel is to send them pulse survey 2-3 times per year. The CEO wanted to test this with the Advisory Council first and seek their feedback.

The CEO advised that the NEAS Census will be sent out to all members in September, which is primarily a data gathering exercise.

The Council split into groups to undertake an analysis of NEAS with main discussion points as follows.

Opportunities for NEAS

* Play a more facilitating role in connecting students and teachers
* Digital literacy and competence for pedagogy and teaching practice
* Bring a student perspective into future NEAS discussions
* Look at NEAS name. NEAS is not only national and it’s not an accreditation scheme.
* ‘Quality Assurance’, could be re-phrased to ‘improvement and enhancement’
* Use agents to promote NEAS to students

Improvements for NEAS

* Students don’t recognise that NEAS is well recognised and regarded in the industry
* NEAS really needs to focus on helping the industry and schools to survive more than just Quality Assurance

Threats for NEAS

* Is NEAS seen as a peak body by key stakeholders?
* What’s our value proposition to stakeholders?
* Is NEAS in competition with peak bodies?
* Remaining relevant in the industry. QA principles might not be enough to stay relevant in a transformational context

**Item 7: Mid-Year Report from Advisory Council to add to Annual Report**

The CEO provided an overview of AC activities for 2021 as follows:

* The Council held Four formal meetings, plus drop-ins as a connection exercise during COVID
* One member (Ivano Buoro, TAFE NSW) left at the end of his service period. Jarrad Merlo (E2Language) joined the Council
* The AC provided advice to the CEO and Board on:
	+ The 2021 conference
	+ Communities of practice
	+ Covid-era and post-Covid-era industry needs and desires
	+ NEAS Respond, Revive and Thrive Strategy
	+ Foundation standards
	+ Input into the NEAS Edified report
* New innovations for the AC included:
	+ Incorporating and Acknowledgement of Country and an integration of indigenous perspective into meetings
	+ SOIF analysis, surveys etc

**Item 8: Communities of Practice - Update**

There are two categories of COPs at NEAS, those aligned with QA framework and those of special interest.

All COP areas will be included in the 2022 conference program with key speakers, social activities and call for speakers from members in September.

Call for EOI for COP Convenors to be sent in October. Each COP will be featured between October-April in conference marketing campaigns.

The CEO asked the AC as to whether we should keep the two categories of just focus on one. The CEO explained the NEAS COPs differ from EA’s special interest groups and also similar offerings from IEAA.

Feedback from the AC on considerations when deciding on format of the COPs should be:

* What is the NEAS vision? The COPS should align to the broader vision. How will the COPS drive the kind of discussions and interactions necessary to achieve NEAS's goals?
* Is NEAS trying to drive innovation in the sector or focus on compliance (building awareness of QA framework)? This could guide the choice of COPS.
* NEAS stands for its quality framework. This should continue but should facilitate other interests in the market.

**Item 10: Advisory Council Membership Update and Review**

Heidi Reid will be retiring from the next AC meeting in October. On behalf of the AC, the CEO thanked Heidi for her service to the council since 2014.

There is potential to invite a student rep on the council from CISA or Sydney Community Forum. The CEO is open to other suggestions from AC members, and this will be added to agenda of next meeting to discuss council membership.

Nicki Blake and Jakki Postlethwaite will remain on the council as Associate Members of NEAS.

**Item 11: Board Update**

The NEAS AGM will be held 11 November. The CEO has sent out a call for nominations for Board Directors. Heather Thomas will retire at the AGM. David Yoo and Katherine Olston will retire but will stand for re-election. Nominations are due on Friday 3 September.

NEAS was awarded an AVEG grant and will hold 2 x workshops with the Vietnamese market on 1 October and 5 November.

NEAS Quality Assessors have been meeting once a month for a workshop. The assessors are being trained in the pilots for Area M: Transnational Delivery and Area N: Foundation Programs.

The CEO reported that the last financial year NEAS made a small profit and we have maintained a strong level of membership in light of the challenges in the market.

The NEAS ST Alphito was a success with a number of agents interested in NEAS endorsement. It is a palatable price point allowing smaller providers to be a part of it. The CEO advised that NEAS will run another one in January 2022.

ISEAA is keen to partner with NEAS in agent endorsement and NEAS is looking to ramp this up as a key part of our strategy over the next 6 months.

**Next Meeting**

Thursday October 21, 2021.