



Meeting of the	Student Panel
Date	Tuesday 26 June 2018
Attendees	City Lit: Libby Tooke-Mitchell (LTM), Karin Kalfus (KK), Wendy McKaig (WM), Richard Garratt (RG) Student panel: 18 panel members attended
Apologies	
Notes	Melanie Headley (MH)

Minutes

1.0 Welcome

Housekeeping

2.0 Executive update - WM

2.1 **Devolution:** City Lit continues to actively engage with the Mayor's Office. The importance of adult education has been recognised.

WM attended a round table discussion regarding careers and was able to take the insight and discussions from the April student panel to the meeting.

There will be a consultation in July, regarding the funding framework and outcome measurement. The proposal is for funding to be allocated based upon an outcome framework; what benefits/impact on health (mental/physical), work etc.

2.2 **City lit awards** launched – students have the opportunity to nominate their tutors. New category has been introduced this year - students can also nominate their peers. The ceremony will take place on 25 October, with special guest David Lammy - campaigner for social justice and City Lit Fellow. Nominations close 20 July. To date, 90 nominations have been received.

2.3 **Mental Wealth Festival** will take place on 10th and 11th September in partnership with National Gallery. Greyson Perry, one of our fellows, will be a guest speaker, and BUPA will host a breakfast topic – how can employers safeguard their workforces mental wealth / health



Minutes

- 2.4 **City Lit will be contributing to a film** about positive impact of adult education. Filming will be taking place during the September open days and at the National Gallery Mental Wealth Festival event. Students will be asked whether they wish to participate.
- 2.5 Feedback on **digital course evaluations** – The project is now in test phase and will continue over the summer, with a view to launching in September. The testing undertaken by the panel proved invaluable to the developers.
- 2.6 **Open days** on 7th and 8th September will be a way to celebrate the wide range of courses on offer as well as raise City Lit's profile. There will also be a Christmas themed open day in December.
- 3.0 **Centenary update – RG**
- 3.1 Richard Garratt (Director of Communication). RG's team organise open days, engage with the media, raise City Lit's profile and aim to influence a wider audience.
- 3.2 Robert Elms (BBC Radio London) interviewed Mark Malcomson on Tuesday 19 June to talk about the joy of learning as an adult and City Lit's wide range of courses

Centenary dates: January to December 2019 with some events and activity in 2020

A number of the panel ideas have been incorporated into the programme. There is a range of commonality between staff and the panel feedback. The new course guide will call for students and staff to share their stories.

- Once in a lifetime opportunity
- Establish City Lit as essential to the future of London
- Celebrate a century of achievements
- A thank you to Londoners for their support over 100 years

3.3 Core themes

Learning – City Lit's central purpose is to bring people together to enrich their lives through learning.

London – City Lit has been with Londoners every step of the way for 100 years. Students who choose the college have a thirst for experiencing everything



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London has to offer.

Culture – with a vast array of courses, City Lit’s cultural contribution to the capital is huge. Every Londoner can find their cultural expression at the college.

Community – City Lit is a community of students, staff and contributors and provides a unique space to develop and grow. The 100th birthday is a celebration for all.

3.4 Centenary goals

Activity should contribute to City Lits ambitions by meeting at least one of these criteria:

- Celebrate and have fun
- Raise the college profile and brand awareness: ensuring celebrations have the widest reach and create a broader understanding of City Lit and what is offered
- Increase student numbers
- Diversify income

The celebrations are an opportunity to rebrand. Students will have the opportunity to contribute to the new brand identity which will be in place by January 2018.

3.5 Flagship timeline

Each of the activities will appeal to different target groups/audiences:

- **Free 100** – activities will not be limited to the City Lit buildings – going out into the community
- **London lecture series** – attract well known faces to City Lit and other venues for discussions and debates, with a view to forming lasting relationships. The vision is for 3 in the centenary year, but the aim is for this to be an ongoing event.
- City Lit Fellows (David Lammy – Labour, Nick Boles – Conservative and The Rt Hon Dr Vince Cable MP, Liberal Democrats) have been asked to host a **cross party parliamentary** debate regarding the future of adult education.
- September – centenary month: **street festival** in partnership with the Covent Garden Association
- Blitz media event with TFL - In discussions with the **Transport Museum** to use a disused tube station to recreate classes held in a tube station during the Blitz..



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- City Lit to host **mayoral election hustings** following the devolution of funding. The topic for discussion: adult education.

3.6

Major department events – throughout the centenary year

- Hearing Loss Parliamentary Event (November 2018)
- Deaf Day
- Speech Therapy event (5 July, 2019)
- First Learning Disabilities Conference with Beyond Words
- Focus on Black History Month; International Women’s Day and LGBTQ+ Pride Month
- Visual Arts exhibitions
- ‘100 City Lit People’ exhibition
- London Photography Competition & Prize – with offsite exhibition
- Drama – Laramie Project play (based on the aftermath of the homophobic murder of Matthew Shepard)
- New gallery space to open in sept 2019

3.7

Partners and supporters

- Metro bank – City Lit is delivery deaf awareness training to staff
- National Gallery are hosting Mental Wealth Festival events
- National Gallery
- The British Museum
- Transport for London
- Evening Standard
- ITN
- Corporation of London
- Camden
- Mayor of London

3.8

How to get involved

- Spread the word
- Share stories with City Lit and on social media using #CityLit100
- Free events, exhibitions and performances



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- Student performances
- Centenary Bursary Fund
- Student Panel hosting an activity or event – it will be the panels tenth year

3.9

Panel suggestions

- CL flags, a sweep of flags to the tube station
- Podcasts
- Classes in a nearby underpass
- Craft fair – a lot of good work is produced by City Lit students. Don't restrict to the foyer
- On line shop for students work
- City Lit t shirts for those taking part in events – great opportunity to publicise the college
- A city Lit marathon
- eBay – selling 100 lots
- Auction 100 lots on line (course vouchers and ceramics)
- Competition for architects and designers
- The actors church has a green space which is good for events such as craft fairs. Lincolns Inns Fields would also be suitable

3.10

Q & A

- RG: City Lit would like to be involved in the next Lumiere Festival
- The Covent Garden Association chairman is a member of the centenary committee and City Lit is continuing to build on the relationship.
- There isn't a Green Party representative [amongst the Fellows]?
 - RG: The reason is that there is only one Green Party MP and she is not a London MP
- Are you set on 100 free events – what about quality?
 - RG: Some of the events will shine a light on existing courses as well as new courses. The aim is to engage with different communities.
- Will the students be involved in some of the events?
 - RG: Yes, students will be involved
- How wide an area are you trying to cover?
 - RG: One of the deciding factors may be whether the relationship/partnership is beneficial
- Are City Lit still trying to target the under 30s?
 - RG – City Lit are targeting all groups. Social media is front and centre in what we are trying to achieve. A colleague is attending a workshop about how to engage with social media influencers.



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- When is the street festival?
 - RG: September 2019

4.0 City Lit Communities

4.1 Panel suggestions re building a City Lit Community:

- Have a home grown student party – music etc. which will help to form a tight community which will grow year on year. The idea is to bring different groups together
- Student panel could organise the first event
- General agreement that there is a community (of sorts) in City Lit based around the shared purpose of learning.
- Social events – alumni, run by the different departments
- Student celebration which would allow different groups to meet
- Mural to commemorate 100 years of City Lit – a permanent installation
- Social events by department – party, activities, events

5.0 Becoming a City Lit member

City Lit is considering launching a membership scheme or schemes. The panel were asked for comment/opinions/suggestions for each of the options. The panel looked at three different membership options.

5.1 Some of the Panel feedback included:

- Priority bookings – how would this encourage new students?
- Priority booking – there is an art course where there are the same people have been on it for the past 6 years and no one else can get on the course
- City Lit is a business – if you are giving away vouchers, how do you meet the shortfall?
- £5 voucher will encourage people to stay with City Lit
- Great advertising opportunity
- The best publicity is word of mouth
- Ring fence courses for new students



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- Is there a way for students to donate to the bursary?
 - Enrolment form
 - City Lit's Just Giving page
 - Enrolment counter / reception/ Student Centre enquiry desk
 - Over the phone – enrolments line
 - By post – send a cheque made payable to 'Student Bursary'
- Can that [bursary donation] be tagged on to the centenary celebrations?

5.2 Other comments:

- Can the date be put on the student library card so that students can get discounts?

6.0 AOB

6.1 6 number of panel members will be leaving after 3 years and were thanked for their contribution.

At the end of September Karin will make contact everyone in order to confirm whether members wish to continue with the panel.

- Will there be an autumn meeting due to the centenary?
 - LTM will speak to RG to discuss the possibility of a meeting which would involve former/current panel members. The reason why there isn't a meeting at the start of term as it would only capture those who have enrolled in September. The next meeting is likely to be in January 2019

Date of next meeting January 2019 – date TBC