

Minutes of the CIC Panel meeting 20th of October 2006
Ingleborough Hall, North Yorkshire

Present: Nigel Ball, Nigel Atkins, Tom Redfern, Tony Flanagan, Graham Mollard

Apologies: Dave Elliott, Juliet Parker-Smith, Paul Rafferty, Richard Hill, Idris Williams.

1. A welcome was given to new trainee Trainer / Assessors joining the CIC Panel.

2. Minutes of the last meeting were agreed as a true record of that meeting.

3. Matters arising

Geoff Barber did not run his workshop but Chips Rafferty did, in his place.

Weather booklet:-Dave Baines is happy that his materials be used in the proposed weather booklet. Chips Rafferty, currently holds the collected papers, passed over from Des Marshall. Chips Rafferty is still working on the presentation of the weather booklet.

ACI workshops-as yet these had not happened. A skill acquisition workshop is desired.

Tony Flanagan will contact Steve Banks and liaise with him as to the possibility of him attending a workshop for February or March 2007.

Geoff Barber has now stepped down as a CIC trainer assessor. A vote of thanks was formally offered for his work within the panel over the years, and his contributions were gratefully acknowledged.

4. An issue was raised about starting the process of CIC assessment. It was thought appropriate, that in future all candidates starting the process of CIC assessment should submit their logbook for Panel scrutiny. It was felt that a minimum of three assessors should give the go-ahead for a candidate to start the assessment process.

In the views of the panel it was felt that this process would;

- * Raise the profile of the scheme.
- * Give credibility to the scheme.
- * Give a clearly defined process.

Nigel Ball will take this issue to the Training Committee. He will propose that candidates submit their logged experience to be vetted by the CIC Panel before they are invited to start the assessment process.

5. There was a long debate about the standards of assessment items such as "how do we moderate the standards?" The discussion revolves around the standard expected at the Local Cave and Mine Leader Award level and the Cave Instructor Certificate level. How much above the LCMLA level it is C.I.C. expected to be?

It was felt that the CIC syllabus was very much a vague skeletal document and needs to be "beefed" up. This could be done by the assessors at the Trainer / Assessor workshop to be organised shortly.

It was noted that from the minutes of the Training Committee, it is now mandatory for all the CIC Trainer / Assessors to attend at least one CIC Panel meeting per year. The meetings are to be set as the Friday May 11th 2007 and

Friday 9th November 2007 for the next twelve months. It was agreed in principle that there should be a setting of standards to be established for each of the CIC modules and this could be started at a Trainer / Assessors workshop on Saturday, May 12, 2007 after the CIC Panel meeting the previous night.

6. This was already discussed as part of item 5. It was seen as being desirable that the contents of the Local Cave and Mine Leader modules and the CIC scheme should be discussed in depth as part of a Trainer Assessor workshop.

7. Since September 2005 seven candidates have completed CIC assessment. Pete Carter, Ian Healy, Mark Foster, Lee Paskin, Paul Platt, Stephen Banks and Russell McKee

Candidates in the process of assessment; Dominic Hall, Jess Hart, Chris Binding and Ingrid Matthew

Since September 05 there have been eight registration upgrades from Local Cave Leader to CIC. There have been 12 dual registrations.

8. Home research paper

It was suggested that Trainer / Assessors for CIC should produce ideas for technical "on the spot" questions to find out what knowledgebase the candidates have. This should be done for each module. Trainer / Assessors should also come up with tasks for each module. Tasks are sent to candidates as "home research tasks" to be brought to the assessment day.

It was felt that whilst candidates were taking part in the assessment of Module 4 they should at some point make a formal presentation to candidates. The topic of this presentation could be chosen from a list provided to the candidate.

The CIC panel has asked the chairperson Nigel Ball to take to the Training Committee's next meeting, a recommendation that all CIC revalidation workshops become one-day rather than at present, a two-day workshop.

9. CIC Revalidation course directors were set for the next eighteen months as follows;

Dave Elliot 20/21 January 2007
Chips Rafferty 28/29 April 2007
Juliet Parker-Smith 29/30 September 2007
Tony Flanagan 24/25 November 2007
Nigel Ball 19/20 January 2008
Dave Elliot 5/6 April 2008

10. AOB

It was noted that there were discrepancies between the wording of the Local Cave Leader Award syllabus and the Cave Instructor syllabus with references to the term "load bearing belt". It was discussed at length about whether or not, the CIC syllabus should change its wording regarding this. The collective decision at the end of the debate was that the wording in the CIC syllabus should read "suitable belt".

Date of next meeting to be set for Friday the 11th of May, 7:30 p.m. at Ingleborough Hall.