

IYANZ – A&TT Meeting

Meeting Notes, 13 Dec 2016, 1pm

Attendees via Skype: Tessa Meek (Chair); Louisa Potter; Rosie Holland; Jo Peden.

Apologies: Susie Lever

Meeting minutes from 8 November passed unanimously.

1. JI Assessment Coordinator

Vanessa has agreed to be JI Assessment Coordinator.

Action Points:

- **Jo** to liaise with Vanessa to give an overview of the role and support people.
- **Jo** to put Vanessa's contact details onto the application form for 2017 and onto the website

2. Overview of Assessment 2017

Assessment dates will be advertised in the electronic Link next week and the hard copy Link in January. It is likely we will need a second Introductory Assessment in 2017 so Jo to invite Cornelia and Suzi Carson and possibly Fran to assess.

Action Points:

- **Jo** to invite Cornelia and Suzi to assess in the second Introductory Assessment.
- **Jo** to check Fran is available to assess.
- **Tessa** to check with Susie Lever that all is on track with the Australian assessors for the JI3 Assessment 16-18 June 2017.

3. Points arising from last minutes from Moni

The A&TT Committee wrote to Suzi Carson inviting her to assess following her JI3 pass. She has been welcomed to assess without observing due to her assessing experience.

Action Point:

- **Louisa** to write to Paul letting him know he won't be invited to assess until he has visited Pune or been granted compensation from this requirement of an assessor.

4. All Assessors

Tessa to ask Susie to let All Assessors know the dates and times of the NZ All Assessors meeting and ask for agenda items.

Jo to ask Fran if she is interested in attending the Australian All Assessors meeting. If so A&TT will apply to the Executive to fund. The A&TT Committee unanimously feel that it would be beneficial for the IYANZ to have an Assessor at the meeting as well as the Moderators.

Next meeting: Wednesday 1 February 2017, 1pm.

Action Points from A&TT meeting 13 December 2016

- **Jo** to liaise with Vanessa to give an overview of the role and support people.
- **Jo** to put Vanessa's contact details onto the application form for 2017 and onto the website
- **Jo** to invite Cornelia and Suzi to assess in the second Introductory Assessment.
- **Jo** to check Fran is available to assess.
- **Tessa** to check with Susie Lever that all is on track with the Australian assessors for the JI3 Assessment 16-18 June 2017.
- **Louisa** to write to Paul letting him know he won't be invited to assess until he has visited Pune or been granted compensation from this requirement of an assessor.
- **Tessa** to ask Susie to let All Assessors know the dates and times of the NZ All Assessors meeting and ask for agenda items.
- **Susie** to let All Assessors know the dates and times of the NZ All Assessors meeting and ask for agenda items.
- **Jo** to ask Fran if she is interested in attending the Australian All Assessors meeting. If so A&TT will apply to the Executive to fund. The A&TT Committee unanimously feel that it would be beneficial for the IYANZ to have an Assessor at the meeting as well as the Moderators.

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