

MINUTES

Health and Fitness Meeting

Held on 8th and 9th April 2005 in Rio Maior (Portugal)
– Escola Superior de Desporto de Rio Maior –

Health and Fitness Group:

Allan Pilkington
Ben Gittus
Susana Franco + 2 experts
Aurelien Favre
Terttu Parkatti
Paolo Parisi

Apologies: Louise Sutton, Romas Kairaitis.

1- **Welcome message and apologies**

Allan Pilkington opened the meeting and welcomed the participants. One is new comer: Ben Gittus from SkillsActive (UK). He introduced himself and described briefly the aims of his organisation. Allan specified that, as agreed in London, he has asked the Management Group to add SkillsActive as a new member of the AEHESIS project and more precisely of the Health and Fitness group.

Then, Allan added that Philippe Masseur, due to an insufficient availability to undertake the project outcomes, will not continue being involved in our group. As agreed in London, Allan has contacted and proposed to Ralph Stemper (DSV) to join the project but he has not replied yet.

To end this introduction part, he explained the methodology concerning the new online questionnaire (revised version of the first year). It has been reviewed and Part A and B will appear on the website of the project. It will be possible to download it, complete and upload for analysis. Each member of the Health and Fitness group is requested to encourage more organisations from its geographical area to fill the questionnaire once it is online. Allan highlighted the fact that we will obtain more information next week after the PMG in Brussels.

Actions:

- **AP and AF to send information about the online questionnaire to the Health and Fitness group.**
- **Each sub-group to increase the database and send the contact details to AF.**

2- **Minutes of the last meeting (London, January 2005)**

Before starting this point, AP presented the organisation and the work agenda of these 2 days of work which was approved unanimously.

Following this part of introduction, he took the minutes of the London meeting, highlighted the key elements of the content and gave a detailed report on the state of achievement of each key action agreed during the meeting.

He focused on the three standards occupations we have agreed to develop and described the leading process of each sub-group:

- ***Gym Instructor: Ben Gittus***
- ***Health Related Exercise Specialist: Paolo Parisi***
- ***Public Health Promotion Specialist: Susana Franco***

After that, he referred to the working plan accepted for the second year and highlighted the key deadline.

To conclude, he focused on the outcomes of these 2 days and insisted on the crucial role of this meeting to organise the second year of work and the way to take to achieve our Work Plan on time.

3- First Working Group session

Before starting this session, we discussed on some difficulties and particularly on the definition of each key words such as “Competences” and “Learning Outcomes”. Indeed, we were agreed that it will be difficult to obtain an efficient document without common definitions.

Action:

- AP and AF to ask the Management Group next week to produce a document with precise terminologies of the key words to be sure that we will develop the right elements in our documents.

Following this interesting discussion, each subgroup discussed and prepared the plenary presentation (to be introduced to the 2 other subgroups) on the tasks already undertaken or finished, but also on the difficulties...

4- Plenary Session

Each leader of the 3 subgroups detailed the state of achievement of their work undertaken in regard with the time table agreed in London and presented their methodology from this meeting.

- To summarise these presentations, we have agreed together **the definition of the Health and Fitness area** (Step 1 of the “Tuning model”).
- Concerning the definition of the standard occupations, we have debated on the content and signed off the **3 definitions corresponding to “Gym Instructor”, “Health-Related Exercise Specialist” and “Public Health Promotion Specialist”**. Indeed, 2 subgroups have proposed to change the name of the current occupations, their proposal have been unanimously approved by the Health and Fitness group.
- After that, step 3 concerning **the definition of the main activities of each occupation** has been presented by each subgroup and after some discussions and modifications, the content of this step has been signed off.

To summarise this part, we can say that **steps 1 to 3** of the Tuning Model have been presented, debated and agreed for the 3 subgroups.

5- Second Working Group session

In continuity with the plenary session, each subgroup worked on the content of their step 4 or/and 5 draft.

6- Plenary session

The step 4 which corresponds to the definition of the competences related to the activities listed in step 3 has been presented by each subgroup. Clearly, it has been necessary to review, modify and restructure the language used to obtain a “language of competence”.

This step has been finalised and signed off for the Gym Instructor and the Health Related Exercise Specialist.

Actions:

- Public Health Promotion Specialist (PH) to finalise and send their document with the reviewed step 4 to AF (**Time: Before the BMG in Brussels 21st-22nd April 2005**).
- Each subgroup to work and develop the step 5 corresponding to the Learning Outcomes and send it to AF (**Time: End of May 2005**).

7- Finance

Aurelien Favre distributed and explained the standard documentation each participant will have to complete and send directly to Karen Petry to be reimbursed of their travel expenses.

Actions:

- Participants to fill and send the “declaration of expenses” document to Karen Petry to be reimbursed.

8- Meeting Schedule (year 2)

Paris	18th - 19th	June	2005
Limerick	2 nd – 5 th	September	2005

Actions:

- The next PMG will be organised in Paris (**18th and 19th of June 2005**) and will start at 2.00pm and finish at 2.00pm the second day.
- As agreed it will be organised the EUROSEEN Seminar together with the ENSSEE Forum in Limerick from **1st to 4th of September 2005**.

9- Close