

Contacts for Assistance
for CPD Board of Study
as of 16th February 2009

Listed below are the members of staff in the CPD Unit and their areas of responsibility. If you have a query which falls outside the areas listed below please contact Paula Morrison (PTR Manager) in the first instance.			
Name/Title	Telephone/Email	Area of Responsibility	
Paula Morrison Postgraduate Teaching & Research Manager	T: 0121 414 3466 E: p.morrison.1@bham.ac.uk	To develop administrative processes and structures to improve programme quality and financial performance for both distance learning and campus based programmes. Also responsible for the overall line management of CPD Support Staff	
Karan Horton* CPD Team Leader (Please send all CPD application forms to Karan Horton)	T: 0121 414 4829 E: K.Horton@bham.ac.uk	Examination/Mitigation Board, Regional/Author Contracts.	
Claire Robson ASD Administrator	T: 0121 414 7563 E: c.robson@bham.ac.uk	Autism (Web) – University Certificate/Certificate of Higher Education in Autistic Spectrum Disorders.	
Sue Newbury Hospitality & Residential Officer	T: 0121 414 6982 E: s.i.newbury@bham.ac.uk	Residential Study Weekends: catering, room bookings, liaison with students, speakers and tutors. Tutor Development Days, Programme Study Days and Degree Receptions.	
Louise Oram Student Services Officer	T: 0121 414 4451 E: l.oram@bham.ac.uk	Hearing Impairment, Bilingualism, Social, Emotional & Behaviour Difficulties	
Amy Williamson Student Services Officer (Jenny Ellett is on maternity leave until Nov 2009 – Amy will temporarily cover Jenny's role)	T: 0121 414 7295 E: a.c.williamson@bham.ac.uk	Speech & Language Difficulties, Visual Impairment and Visual Impairment in Further Education, Multi-sensory Impairment	
Gemma Welch Student Services Officer	T: 0121 414 3472 E: g.welch@bham.ac.uk	Autism Adults & Autism Children (Distance)	
To be confirmed* Student Services Officer (Please contact Karan Horton in the first instance)	T: 0121 414 3472 E: tbc@bham.ac.uk	Admissions – applications and admissions for CPD programmes	
Janet Little Student Services Officer	T: 0121 414 4850 E: j.little@bham.ac.uk	Dyslexia Studies, Autism Children (Campus), Professional Studies, Teaching Studies, Management of Special Education in Developing Countries, IT in Education, TEFL, History in Childhood Studies, International Studies in Education programmes	
Sam Groves Student Services Officer	T: 0121 415 8293 E: s.groves@bham.ac.uk	Community Play and Youth	
To be confirmed* Student Services Officer (Dee Radia is on maternity leave until June 2009 – please contact Karan in the first instance)	T: 0121 414 6732 E: tbc@bham.ac.uk	SSO - Learning Difficulties, Professional SENCO, Health Professionals Inclusion & SEN	DE teaching material - MSI
Linda Brush Distance Education Officer	T: 0121 414 4838 E: L.J.Brush@bham.ac.uk	DE teaching material: Hearing Impairment, ISEN, Bilingualism & Learning Difficulties	
Theresa Mason Distance Education Officer	T: 0121 414 7486 E: T.M.Mason@bham.ac.uk	DE teaching material: Autism Adults & Children, Challenging Behaviour, Visual Impairment, VIFE, PIE, Social, Emotional & Behavioural Difficulties, Speech & Language Difficulties.	