

## 1. Welcome, present and apologies

- 1.1. Present: Andy, Lauren, Fred, John, Jonathan, Jeremy, Paul, and Mike
- 1.2. Apologies: Rob and Neil

## 2. Actions from previous meeting

- 2.1. There was some confusion in the new approach to actions, as Mike had moved them to the last page of the meetings notes from November into a new section.
- 2.2. We discussed all the previous actions, updating any that have been completed.  
**NB** Mike has reintroduced the use of Basecamp 'To-Dos', please follow the link [Basecamp](#)

## 3. Update on BCS in Wales

- 3.1. The last meeting was arranged at short notice, so Andy couldn't attend owing to other commitments.
- 3.2. It was agreed that other member of the committee could be invited to ensure our representation at any future meetings.

## 4. Update from Branch Chair

- 4.1. Andy asked everyone to view the latest video form J Jefferies, which can be found here [link](#).

## 5. Update from Mid-Wales Branch Chair

- 5.1. November presentation had to be cancelled owing to availability of the presenter. which meant that neither branch was able to provide a presentation last month.
- 5.2. Andy asked if the Mid-Wales branch would like to join our cyber security event this month. Jeremy agreed to provide Fred with the details.

## 6. Update from Branch Treasurer

- 6.1. No spending since the last meeting

## 7. Update on Early Careers and Equality & Diversity Liaison

- 7.1. Lauren mentioned a meeting with Hannah Jones at HQ and her possible involvement with both Further Education and Higher Education colleges or universities.
- 7.2. We are making good progress with a contact list for all the schools, in preparation for our event in September and our communication strategy before the summer holidays.
- 7.3. Following recent contact from staff at a few of the Further Education, that Paul had met recently Lauren confirmed the FE have been include in this work as well as the Higher Education. The new contact would be added to the growing list.

### 8. Update from STEM Outreach Working Group

- 8.1. All the STEM videos have been uploaded to the STEM site. Also as none of the videos included a presenter, and a colleague has agreed, all the videos will be translated into Welsh. Which could be used in Welsh medium schools.
- 8.2. The meeting scheduled for November with the STEM ambassadors has been moved to 9 Dec, owing to resource availability.
- 8.3. Sian has identified another school that would be interested in receiving a session for STEM.

### 9. Update from Events Coordinator

#### 9.1. Overall Plan

- 9.2. Jeffery confirmed our current schedule for the year highlighting any gaps or decision that are needed. The planned events for the next few months are:
  - December, 15 Clare Johnson from USW on Cyber Security.
  - January, Neil would provide a presentation on Cyber
  - February, Crypto-currency vs Green computing organiser TBC

**NB** These can be accessed in [Basecamp](#)

### 10. Other Events

- 10.1. Paul provided an update on the Cardiff science fayre, we discussed last week. The details have yet to be confirmed by the organisers. They have multiple possible venues, and the format: in person, hybrid, or online only has yet to be confirmed, with the venue and may be impacted by Covid 19.

### 11. Any Other Business

- BCS Branch Consolation (BCS MGWG):  
[https://volunteer.bcs.org/MGWG\\_Recommendations-Introduction](https://volunteer.bcs.org/MGWG_Recommendations-Introduction)
- 11.1. Jeremy mentioned the new BCS 'Discourse' site that is due to be launched in early 2021, as a platform to engage with members. It was agreed that the committee would offer our support, with a view to being an early adopter.
- 11.2. We also discussed the History of IT in Swansea. Paul had recently visited the site, it was agreed it may be a suitable site for a face-to-face meeting, perhaps in the summer, when the risk of Covid appears to reduce.

### 12. Date of Next Meeting

- 12.1. The next meeting's date was confirmed as 5 January 2022.
- 12.2. John had demonstrated earlier how we could link our calendars to the meetings on [Basecamp](#), to allow use to plan our future meetings.

### 13. Resources

- Member data [Microsoft Power BI](#).
- Branch [basecamp](#).
- Branch [website](#).
- Branch [linkedin](#).
- AGM [Video](#).
- BCS Organisation Membership [site](#).
- Welsh Senedd Shaping Wales Future consolation [link](#).
- STEM resources site (TBC)



## BCS South Wales – Committee Meeting 1 December 2021

### To Do

ID	Owner	Action	Due date	Status
1	Mike	<del>To arrange a meeting with Jeremy as a handover for Branch and Membership secretary</del>	1 Dec	Completed
2	Andy	Contact Dan Aldridge and rearrange any future meetings, please include Mike.		Ongoing
3	Andy	<del>To connect Mandy from HQ and Jonathon as the new treasure.</del>	1 Dec	Completed
4	Phil	<del>To handover to Jonathan as the new Treasure.</del>	1 Dec	Completed
5	Paul	<del>Paul to update the DVLA that we would support their next coding prize.</del>	1 Dec	Completed
6	All	To consider if we can suggest a topic for the next DVLA prize.		Ongoing
7	Fred	Fred to chase for the contact details for Lauren to use for the HE conference.		Ongoing
8	John	<del>John to provide Lauren with the contact details for Hannah Jones at BSC HQ.</del>	1 Dec	Completed
9	Andy	<del>Andy to connect Lauren and the new USW student chapter lead.</del>	1 Dec	Completed
10	Mike	<del>To contact the STEM team in Welsh Water and pass on Paul's contact details.</del>	1 Dec	Completed
11	Andy	<del>To provide a link to the corporate membership site.</del> Please see resources above		Completed
12	Fred	<del>To provide Jeremy with the information for the joint event so that Eventbrite can be updated.</del> UPDATE, the presenter had to pull out, so this joint meeting had to be cancelled.	1 Dec	Completed
13	Jeremy	To update the event calendar and distribute to all.		Ongoing
14	Andy	<del>To agree a presentation date with Claire for December or January.</del>	1 Dec	Completed
15	Neil	To provide a presentation on cyber security in the new year.		Ongoing
16	Paul	To liaise with the Cardiff science fayre, can confirm the arrangements.		Ongoing
17	Lauren	To provide the FGW team contact details to Rob.		Ongoing
18	Mike	<del>To consolidate the responses from the branch members.</del>	1 Dec	Completed
19	All	Sync Basecamp with calendars to		Ongoing
20	Andy	To include Mike in next BCS in Wales meeting		Ongoing
21	Andy	Contact J Jefferies to ask if any support from the committee is needed for the new approach to communities in discourse		Ongoing
22	Paul	Send Mike a link to the STEM resources site		Ongoing
23	Paul	To confirm the committee would be happy to attend the museum as a face-to-face meeting		Ongoing
24	Mike	To create folders in basecamp for all minutes, November, and any future meeting		Ongoing

NB



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All actions that are shown as ~~struck through~~ have been completed., these will be removed a month after they have been completed.

Recurring actions: note taking, booking video conferencing, etc, will be completed by the branch secretary and won't be included in the above