

1. Welcome, present and apologies

- Andrew welcomed everyone.
- Present: Andrew, Jonathan, Jeremy, Fred, Paul, and Michael
- Apologies: John, Neil, and Rob

2. Actions from previous meeting

Andrew reviewed the outstanding tasks in basecamp. The task owners provided clarification or updates as needed.

- a. All outstanding actions would be carried over.
- b. The two new members have joined the STEM working group. A request for new volunteers will also be include in ADM email.
- c. Paul hoped that John at the University of Swansea would provide a response to his emails, now that the academic year had restarted.

Link: <https://3.basecamp.com/3429175/buckets/7092835/todosets/984930345>

3. Update from Branch Chair

- a. Andrew checked that everyone was able to use the new video solution 'Microsoft Teams', which have been chosen for ease of use and to reduce the monthly cost. Everyone agreed they were comfortable with using Teams going forward.
- b. Michael agreed to create the minutes for this and future meetings from the automatic meeting transcript feature.

3.1.Branch Strategy

- a. Andrew asked for any strategic topics the committee would be interested in for the coming year.
- b. Andrew, asked for input into our strategy for the next year, and opened with a suggestion that we could support Stuart Ball a new member of the BCS CAS team, as a replacement for the EU computing driving licence, who are working with Welsh Government to arrange funding and provide support in schools. As a members group that is active in STEM he had been in contact with Andrew recently. He would like to -present to the committee <https://www.computingschool.org.uk/>
- c. Jeremy suggested that an aspiration for the branch to become more involved with IT in the local area for: members, businesses, schools, parents, and student. Perhaps we could review the branch business cards and leaflets, that pointed people to the relevant websites. Andrew agreed we could use a printshop and charge the costs to our budget. Either a marketing person or we could leverage HQ for the designs.
- d. Fred, suggest all leaflets should be bilingual to reach the greatest audience
- e. Paul suggested a bilingual intro video on our site, as well
- f. Andrew asked Jeremy if we could support any charities, he was aware of? Jeremy thought the Scouts may be the best option, as the RSPB already had an IT department. The Scout may also benefit from our support in operating the proficiency badges for IT. Jeremy thought the scouts may be interested in the CEOP training and would reach out to them. <https://www.thinkuknow.co.uk/>
- g. Andrew asked if the branch could be more involved with coaching school children.
- h. Andrew, also though student chapters could be an area we could push.

3.2.AGM

- i. Andrew proposed he would stand for re-election as the chair in this year's AGM but was happy for any member to put their names forward as well. All members of the committee agreed.
- j. Michael agreed to stand for re-election as branch secretary.
- k. Jonathan agreed to stand for re-election as branch treasurer.
- l. Michael mentioned an innovation day and a cyber security scheme in work he can progress.
- m. Paul believes the Charity Commission promoting a technology officer as role.
- n. Andrew mentioned a new member, Stuart is involved with the BCS, school and Welsh gov, with the CAS scheme.
- o. Andrew & Michael had put their names forward to support those that are interested in
- p. Andrew asked if anyone had any contact details for the IT departments at any local high school.
- q. We are still struggling to attract both Inclusion Officer and Early Carers
- r. Andrew would like Mike to take over the email to propose the committee members to HQ.
- s. Jeremy outlined his plans to step down from the committee this year.
- t. Andrew mentioned the AGM should ask for nominations of the two mandatory roles for 'Early Years' and 'Inclusion Officer', that are vacant. The other mandatory roles of Chair and Treasurer already have nominations, we also have the minimum of three professional members. It would be good to have someone focus on social media to raise our profile.

4. Update from Mid-Wales Branch Chair

- a. Fred mentioned there are two events on the 9 and 27 November, the details of which will be shared. The presenter is an alumnus of the university who now works for Google

5. Update from Branch Treasure

- a. Jonathan confirmed our budget has been significantly reduce for next year to £1.2k.
- b. Andrew mentioned that from next year a new process for student prizes that is funded from HQ.

Link: <https://3.basecamp.com/3429175/buckets/7092835/vaults/4748082185>

6. Update on Early Careers and Equality & Diversity Liaison

- a. Andrew, agreed to progress this over the coming months.

7. Update from STEM Outreach Working Group

- a. Paul provided an updated on the recent activities.
 - a. The next full day Lego event will be on the 6 December for 7 to 16-year-olds with 300 on site at a further 6,000 online. The celebrity will be S Lloyd.
 - b. He would contact Mandy at HQ for branded material and gifts.
 - c. If any members would be interesting in attending, please contact him, especial any Welsh speakers.
- b. Paul asked if the BCS would supply new branded t-shirts. Andrew suggested Jonathan contact Jon Jefferies on this as an action.
- c. Paul than outlined the future science fairs at Swansea and Margam that are expected over the next. Also, schools may be an option now that Covid was on the wane.
- d. Andrew, agreed to attend the IET event on the 15 Sept. year.

Links: <https://3.basecamp.com/3429175/buckets/21230719/uploads/4904896975>

8. History of Computing

- a. This is pending the agreement on the grant.
- b. Paul hoped John would be available now the new university year has started.

9. Update from Events Coordinator

9.1. Overall Plan

- a. Jeremy confirmed BCS and CAS could take the 9 November date, with a working title of 'BCS Computing in schools'
- b. Jeremy would publish the updated the event calendar this week.
- c. Jeremy announced he wouldn't be standing for re-election this year, to pursue other interest. The committee thanks Jeremy for all his efforts in is many roles and were sorry to see Jeremy leave. Jeremy would stay on with the STEM working group for another year.
- d. Jeremy agreed to handover and support whomever agreed to take on this branch role in the AGM.
- e. Jeremy provided Paul with the provisional dates in March and May for the IET events.

Links: <https://3.basecamp.com/3429175/buckets/7092835/vaults/1047227793>

10. Any Other Business

- a. NA

11. Date of Next Meeting

NB The next meeting's date was confirmed as 5 October 2022.

12. Resources

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

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