

1. Welcome, present and apologies

- Andrew welcomed everyone.
- Present: Andrew, Jonathan, Paul, Michael, John, and Fred
- Apologies: N/A Absent: Rob

2. Actions from previous meeting

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

- a. Andy asked Michael if there are any urgent actions from our last meeting. Michael asked for everyone's BCS number to finalise our notes from the recent AGM.
- b. Michael mentioned the outstanding action for the History of Computing grant, which Paul hoped John would take over from him. Know that John has joined the committee.
- c. All outstanding actions would be carried over.

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

3. Update from Branch Chair

- a. Andy had managed to create, with some effort, the teams meeting invite for the coming year, by using our personal email addresses, rather than our basecamp emails as guests. If anyone has any issues with this new link, please contact Andy or Michael.
- b. Michael and Jonathan confirmed that they didn't have access to historic chats, perhaps because of their configuration or the version they are using.
- c. Andy asked for an update on the review of the branch role guidance notes, which will be covered by a topic below.
- d. Andy asked about the meeting notes, Michael confirmed they'd sent them and the AGM notes to Andy to review before they are uploaded and published. The transcript is available.
- e. Andy mentioned they been in contact with HQ on the 'My Digital Future' bursary, with a few questions to clarify the scheme and on their presentation. Michael had made good progress in contacting people that may be interested. When education is devolved in Wales. For the newly create BCS charity Foundation to support disadvantaged young people in our area. Michael suggested we engage with the other new pilot in Birmingham and the original London based Embrace network.
- f. Andy asked for everyone to comment on the MDF slide deck if they had any questions or concerns.
- g. Andy asked John if they had any connections with the computer societies at Swansea Uni that may be interested in setting up an BCS chapter? John asked Andy, who the main contact at Swansea Uni had been over the last few years. Andy confirmed that we had been in contact with the Education department recently.
- h. John agreed to help re-establish the branches connections at Swansea Uni at both computer society and programme level as a package. Andy suggested the branch could also sponsor an annual award for students.
- i. Fred mentioned how the Mid-Wales branch operate with Aberystwyth Uni.
- j. John provided an overview of the changes at Swansea Uni since our last involvement and a general history of some of the colleges and universities to the branch. Andy thought the digital apprenticeships may be a good fit for the bursary scheme we would be piloting, and lifelong learning would support our aims of increasing professionalism in 2023.

- k. Andy asked the committee if they would support a monthly newsletter from the branch. Which everyone agreed to support. Michael suggested we start work on this in January with a launch date of February, we could also recycle some of the information from BCS HQ and use it to publicise the History of Computing in South Wales.

4. Update from Mid-Wales Branch Chair

- a. Fred explained the Welsh language event had to be postponed, owing to illness.
- b. With the other events still on track.

5. Update from Branch Treasure

- a. Jonathan confirmed there has been no spending last month and no other updates from HQ or on our budget for 2022-2023.
- b. Andy commented that any face-to-face events room booking, and catering would take a substantial portion of our current budget, so most of our events will need to be online.
- c. The DVLA coding prize would be the next schedule expense. However, under the new rules this is outside our current budget and is requested separately. It has also already been approved; we are just waiting for an invoice to trigger the process.

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

6. Update on vacant roles

6.1. Early Careers

- a. Andy has been exchanging emails with someone who was interested in this role, although they haven't been able to meet so far.

6.2. Inclusion & Diversity officers

- a. Andy had some good news, a colleague from USW who is moving to Cardiff University was interested in taking over these roles. Michael was happy to handover this role.
- b. Michael had had a few meetings with the BCS and at work for the role and had a commitment for training to be delivered, which I'll handover when the new person starts.

6.3. Social Media

- a. Andy had an online meeting with someone who expressed an interest in the role of social media and the website. Based on their previous experience. Who would also be interested in setting up a chapter at a university.
- b. Michael agreed to add all three new volunteers to the next meet and send a welcome email to them.

7. Update from STEM Outreach Working Group

- a. Paul provided an update on the DVLA coding challenge for those that weren't present. Which was well run, with lots of interest from the teachers and pupils. The pupils were enthusiastically coding the Lego robots.
- b. Paul was also pleased with their engagement with the teachers so they were aware of what the working group could offer them for future sessions on the virtual environment at a lower cost than the full kits. As well as the benefits of the Stem Ambassadors to all schools.
- c. Paul mentioned that Jonathan F was interested in joining the working group.
- d. Andy mentioned the rules about using photos to publicise the working group and what consent DVLA had obtained.

- e. Paul also agreed to share the link to the DVLA video when it was available and would request copies of any photos they had.

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

8. History of Computing

- a. John mentioned the designer of the Raspberry PI is from Pontypool, the microchip foundry in Newport and the Miners institute that evolved into what is now the USW.
- b. John mentioned the lack of an archive for the branch: notes, event cards, and programme cards and so on that could be preserved and used. To negate the paperless paradox, where older electronic formats for these are no longer accessible.
- c. Andy was happy to include a call for local stories in the new newsletter to support the History of Computing. Paul suggested a page on our public website as an archive for the newsletters. John agreed to write and email that could be sent to our members if they had anything they could donate, with a link to a new History or Computing webpage.
- d. Paul agreed to ask Jeremy if they were able to source any documents along the lines of those Paul had already provided to John.
- e. Michael mentioned that John should have access to our basecamp so should be able to access all the documents stored there. Michael would be happy to talk this over if John had any issues accessing or finding the documents they needed.

9. Update from Events Coordinator

9.1. Overall Plan

- a. The committee agreed to retain the standard format for 2023 of all events being on the second week of the month, alternating between a Tuesday, Wednesday, or Thursday to allow as many people as possible to attend at least some events in the year.
- b. Michael had been in contact with Rob, who was confident that someone from the NHS would do an event on their recent BCS award in the new year.
- c. Andy confirmed the December event from USW wasn't going ahead owing to recent personnel changes.
- d. Andy mentioned the challenges of face-to-face or hybrid events with our budget and the need to have technical support for cameras, mics, and broadcast equipment. Along with organisations redesign themselves post Covid. Made arranging events was a challenge.
- e. John suggested a topic for a future event is the history of the 'Leo' computer.
- f. Andy mentioned Jeremy's idea of an event from the recent FinTech Wales award winner.
- g. John mentioned a History of Computers event for April.
- h. Michael suggested they could do an event on the move to a product owner role from a Business Analyst.
- i. We discussed the topic of Digital Identities as a potential topic from Jeremy, Michael mentioned the proposed Online Safety bill may be a good topic, which Andy would follow up on.
- j. John mentioned the Archives of IT, based in Paris.
- k. Paul confirmed the event for the IET East had been confirmed with the only the paperwork outstanding and IET West event is still in progress.
- l. Paul mentioned an event on coding clubs with one of their STEM contacts, which they would progress.

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

10. Committee role guidance

- a. Everyone committed to review the guidance notes for the role over the coming weeks.

11. Website Review

- a. Michael mentioned the review of our web pages they done and wondered if they were adding value. Based on the purpose of the pages is to engage with people to join either this committee or the BCS. They'd been in contact with HQ to understand the membership journey and what people value to most from their membership to shape the redesign of all the pages.
- b. Michael would be happy to handover or work with the new person to shape our web pages, to support our members. Michael presented some models they'd created to understand volunteers and our web pages. As well as the outcome of their review of all the branch, group and section landing pages, some of which are outside the full control of BCS CMS.
- c. Fred mentioned that Mid Wales are considering moving back to the BCS CMS.
- d. Michael also mentioned the image on our 'MyBCS' page which only had an image of Cardiff, not South Wales. Michael agreed to make some minor changes to our public and BCS members only webpages over the next month.
- e. Michael suggested the committee each review one page, as a working group, for the current websites and provide any comment or suggested. Which everyone agreed to do for the next meeting. We also agreed that owing to our budget we would keep the existing HQ controlled webpages and ask them to make any changes we need in future.
- f. Andy asked Paul to consider a new STEM page to promote all the hard work of the group with links to their resources.

12. Any Other Business

- a. All committee members wished each other a happy new year.

Date of Next Meeting

NB The next meeting's date was confirmed as 4 January 2023.



Resources

BCS Organisation Membership [site](#) & branch discount code: **BCSSOUWA20**

BCS HQ

- Volunteer [hub](#)
 - Old Branch [Roles](#),
 - Old Role [Guidance](#)
- BCS [Discourse](#)
- Member data [Microsoft Power BI](#).
 - All future [events](#)

Branch

- [basecamp](#)
 - [procedures](#)
- [Discourse](#)
- [website](#).
- [LinkedIn](#).

- Welsh Senedd Shaping Wales Future consolation [link](#).
- STEM [site](#).

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