Minutes of the fifth meeting of the 2004-2005 Session of the
Committee of the South Wales Branch
6.00pm
Tuesday, 29th June
County Hall, Cardiff

DRAFT

122.5.1 PRESENT

Paul Bulmer (Chair)	Ralph Miller (Sec)	Jeremy White(JW)
Jason Mullins(JM)	D Edwards(DE)	D Smith(DS)

122.5.2 APOLOGIES

Stephen Harvey (Treas)	Richard David	Betti Williams (guest)
Steve Wood	Nathan Cooper (NPC)	

	Actions
122.5.3 MINUTES OF PREVIOUS MEETING	
A correction to the minutes was required, where a wrong name had been given. It was agreed that this correction be made and then the minutes could be passed to the Web. Future Minutes issued immediately following a meeting will be headed "draft" until the next Committee approves them, when they will be considered to be approved, the "draft " classification removed, and the minutes put on the Website. Guidance notes for Secretary to be updated.	**JM** **RM**

122.5.4 MATTERS ARISING FROM MINUTES

118.1.4
NPC to assist NC in Data Analysis and presentation – Closed

118.1.10
A bid had been made to BMC for Prizes for all of the Accredited Universities in our area. PB now had a telephone number for Aberystwyth, Frank Bott. He would pass this to Secretary. Secretary explained that he had entered a bid for Aberystwyth in the sum of £150, compared to others of £100. This was because of the nature of the Aberystwyth Prize intended for MSc, compared to the undergraduate prizes in the other Universities. Committee unanimously approved this.
                                                                                        PB

119.2.6
The new Web Site continued to operate well and Jason continued to update. Action closed.

119.2.7
 Techniquest meeting would now be held in December. DS now nominated organiser. Jason to look up draft letter from RRM edited by PB, and merge with his own draft, for the Web, Jeremy to provide email. JM to provide details JW.
                                                                                        DS

                                                                                        JM/JW

121.3.6.
Jason had been elected and confirmed his willingness to act as Membership Secretary and Web Master
Paul had sent passed on to Steve the Committee's best wishes

121.4.7

September: to be at Trevithick, Cardiff U. RRM to book. This was to be Ted Stuart Award **RRM**
Meeting. PB had sent congratulations to Paul Bruton on Runner Up **PB**
October: links to be confirmed with Daniel **DS/JM**
November: Steve had confirmed he had a speaker, PB to contact Steve for further progress **/JS**
Dec: DS to book venue. Web and emails to be sent out for publicity

121.4.8

Steve Wood still to contact Cymru ar Lein **SW**

121.4.9

Welsh issues to be placed on the regular agenda. Done

121.4.10

Guidance notes were progressing: Secretary's Guide, Publicity Guide, and Speaker's Notes were now drafted. Branch Prizes Guide would be ready when outcome of bid was known

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122.5.5 CORRESPONDENCE

Secretary reported request from Branches Administrator, Sue Guy, requesting good news stories eg successful events, to support Branches Management Committee. It was agreed that this would be done and past event s publicity available via the Publicity Guidelines

Secretary reported an email from Sue Guy asking for estimates of time and effort required by committee members. This was to assist a proposed new Branch in the Isle of Man. All Agreed to assist.

Chairman reported email from Sue Guy asking for the AGM to be moved further back in May, to enable Accounts to be published in time.

122.5.6 BRANCH REPORTS

Membership Secretary's Report: Nothing to report

WebMaster:
Web site had been updated. Not yet connected to main BCS website. JM to provide
instructions on how to get into the guides when linked to Connect **JM**

Treasurer's Report:
Nothing further to report since AGM

Chairman's Report:
PB asked whether he should make a presentation for the AGM in future now that the **PB**
committee had a projector to do so. Agreed

Branches Board/Council Reports: Nothing to report

YPG:
No report.

Schools:
 Nothing further to report

122.5.7 2003/2004 Events Programme

Progress on all meetings was reviewed. Actions still to be achieved are:

Sept: Accommodation etc to be arranged. Charles Hughes had been invited. Draft letter to Roger Mansfield at Cardiff Business School to be resent. Speaker details were received and put on WEbsite **RRM**

Oct: IBM had been contacted for a speaker. However, following a presentation from Donald Southey of Computacenter, this may be changed to a presentation from them as a part of their Autumn Project G school. Participation in a Spring school on "zero touch order fulfilment" will be considered later. DE offered to seek involvement of e-learning facilities in West Wales for this event. PB to send Frank Bott's telephone number to DE **RD/PB**

Nov: Steve Wood also to be contacted re changing, following presentation by David Southey **PB/DE**

Dec: DS co-ordinator for this event. DS to book accommodation. JM to process letter to members on web, JW to provide email to members. Possible Children's Commissioner to Wales and CBS involvement.

Ted Stuart Award. Actual "trophy" still to be bought. After ceremony Dinner for guests and Committee to be arranged. **RRM**

122.5.8 CYMRU AR–LEIN

On going

122.5.9 WELSH LANGUAGE AND RELATED ISSUES

This would be a permanent item on the agenda. RRM suggested something like a special opening of the website on St David's day next year, perhaps by the minister **DC**

121.5.10 COMMITTEE GUIDANCE NOTES

Progress continues as earlier described

122.5.11 ANY OTHER BUSINESS

Scoring of events: from those present, the scoring of the Data Visualisation Event at Queen's building Cardiff University, on 20th May was DS 6/10, PB 8/10, JW Absent from Meeting, DE 8/10, RRM 6/10. There was general approval of the excitement with the equipment , but concern regarding the quality of the presentation. Votes from other committee members there will be welcome

RRM had prepared and sent the citation for Noel's award .We await the outcome. This may be an opportunity to involve Wendy Hall as Imm. Past Pres.

122.5.12 DATE OF NEXT MEETING

Tuesday, September 7th would be the next Branch Committee Meeting **ALL**
After this a new meeting Calendar will be arranged.

Appendix 1
Current Events Planner

Date	Event Manager	Event	Comment
September 14th	Ralph Miller	**Title:** How I made my first million **Speaker:** B Swindells, **From:** Bristol Branch **Venue:** Cardiff. To be booked by RRM **Synopsis:** on Web	This is also to be Ted Stuart Award . RRM to contact CBS. Dinner afterwards for party
October 13th	Richard David	**Title:** Unix versus Windows **Speaker:** **From:** **Venue:** Bridgend **Synopsis:**	Daniel Cunliffe to seek name of IBM (?) Speaker from Richard, and try to arrange delay for this slot to be given to Donald Southey of ComputaCenter for Autumn School of Project Group. David Edwards to pursue possible Video links.
November 11th	Steve Wood	**Title:** Starting a Technology Company **Speaker:** **From:** **Venue:** Pontypridd **Synopsis:**	PB to progress
December 7th	Derek Smith	**Title:** Protecting children on the Internet **Speaker:** **From:** **Venue:** Techniquest **Synopsis:**	Start early, joint evening for members and their families. Test idea in eMail seeking members' views. Children's Commissioner , Police possible other contributors
2005			
January 12th	Jeremy White	**Title:** Lawful or awful - your company's data protection? **Speaker:** **From:** **Venue:** Swansea **Synopsis:**	To approach Assistant Information Commissioner for Wales
February 12th	Daniel Cunliffe	**Title:** Information and computer crime **Speaker:** **From:** **Venue:** Pontypridd **Synopsis:**	To approach visiting lecturer of staff member
March 8th	Jason Mullins	**Title:** War Games **Speaker:** **From:** **Venue:** Cardiff	

		Synopsis:	
April 13th	Steve Wood	**Title:** **Speaker:** **From:** **Venue:** Swansea **Synopsis:**	At the April 2004 meeting SW agreed to follow up his contacts with Swansea Technium with a view to a presentation on 13/4/2005.
May 12th		**Title:** **Speaker:** **From:** **Venue:** Cardiff **Synopsis:**	
September		**Title:** **Speaker:** **From:** **Venue:** **Synopsis:**	