

**Minutes of the First Meeting of the 2009/10 Session of the  
Committee of the South Wales Branch of the BCS  
6.00pm, Tuesday 29<sup>th</sup> September, 2009**  
Arranged in Video Conferencing rooms at  
Open University in Wales, Cardiff, Swansea University, and Aberystwyth

DRAFT

<b>165.1.0 PRESENT</b>		
Paul Bulmer (Chair)	Beti Williams	Alan Boyce
Ralph Miller (Sec)		
Mikhaila Burgess	Carl Allan	Jeremy White
Fred Long (Available but unable to connect)		
<b>165.1.1 APOLOGIES</b>		
Steve Harvey	Eric Llewellyn	Paul Connell
Phil Watt	Daniel Cunliffe	Max Davis
John Tucker	Stilianos Vidalis	
Rosemary Dale	Jason Mullins	
<b>165.1.2 Welcome</b>		<b>Actions</b>
Due to non-operation of the video links, two separate meetings were held in Cardiff and Swansea with telephone coordination at the start and end of the meetings. Unfortunately, no contact could be made with Fred Long at Aberystwyth, leaving him unable to take part in the meetings.		
<b>165.1.3 Reports from Absent Members</b>		
Reports from absent members are welcome. Please send them to the Sec., as we can then incorporate them in to the minutes and the Committee is kept up to date.		<b>All</b>
Please send apologies to the Sec, copy to the chair, if possible in good time, as we can then adjust the refreshment numbers and even the date of the meeting if necessary following large numbers of apologies		
<b>165.1.4 MINUTES OF PREVIOUS MEETING</b>		
The draft minutes of the last meeting were approved for placing on the Web.		<b>CA</b>
<b>165.1.5 Matters arising from the Minutes</b>		
Mind map (162.6.5). Transferred to Carl Allan – on going		<b>CA</b>
It was suggested that a certificate and/or gift be arranged for Richard David, possibly at next AGM. - Ongoing		<b>PB</b>
<b>165.1.6 CORRESPONDENCE</b>		
There was no further correspondence		
<b>165.1.7 BRANCH REPORTS</b>		
<b>Membership Secretary's Report:</b> No further report		
<b>Webmaster's Report:</b> See Branches Congress report below. Our priorities are to bring our web site up to date so that content is accurate and to move onto the CMS (transferring our own intractable pages into a more useable form for readers and contributors.		
<b>Treasurer's Report</b> On behalf of the treasurer, the chair reported that with the number of events planned there was a concern over a budget shortfall. Jeremy White had been asked to drop any events not making progress to ease the position. This had also been reported to Colin Chivers, the representative for budgets at HQ.  The Treasurer had also notified his intention to step down, due to family commitments, at the end		

<b>165.1.0 PRESENT</b>	of the current 2009 / 10 session. The committee needs to identify a new Treasurer who can be trained in the role in order to provide a smooth hand over. Anyone interested in helping in this post, please contact the Chair.	<b>PB / All</b>
	<b>YPG:</b> Max Davis has reported that he had been unable to attend the YPG Congress (held in Manchester in Aug). Tom Bradley, bcs Member from Swansea and keen to get involved in the Branch, took part in his absence. A report from Tom should be available shortly. He was also working with Mikhaila to set up the Chapter in Cardiff U. He was keeping in touch with Swansea U- Ongoing	<b>MD</b>
	<b>Branches Congress:</b> 1-Mikhaila and Paul both attended the recent Member Groups Convention, held in London 2-Mikhaila and Paul demonstrated the new material relating to new BCS identity. 3-Elisabeth Sparrow has already assumed some of the role of Institute President. 4-The guide on the new Institute Branding would soon be on the web site. 5-Paul and Jeremy to check on the contents of the publicity pack being up to date. 6-Assistance would be available for Branches wanting to move their web site onto the CMS (Content Management System). Carl to pursue this urgently. 7-The HQ web team would welcome feed back. 8- The new Member Network was actively being exploited and a BCS South Wales Group had already been created. 9- The web site could already handle booking for both free and paid events (setting up a free event only takes a couple of days). 10- The meeting agreed that the Branch priority was to move on to the CMS and ensure that several people were authorised to update the site.	<b>PB / JW</b>  <b>CA</b>
	<b>Universities:</b> The next meeting was confirmed as being on 4 <sup>th</sup> November 2009 at Trinity St David's, Lampeter. Hopefully the members should have carried out a student survey, possibly using "blackboard "(an e-learning system).  <b>Schools:</b> Paul to discuss progress with Rosemary. However, Phil Watt had provided a note on Huddle that set out recent group discussion and sought advice on what steps to take next. Jeremy suggested that building a network of Schools ICT staff and teachers should be the priority (taking the university Group as a model. It might, perhaps be sensible to establish further priorities and resource work on them.)	<b>RRM</b>  <b>PB/RD</b>
	<b>165.1.8 2009/2010Events Programme</b>	
	<p>Arrangements for the business lecture were now in hand for Oct 14<sup>th</sup> at Cardiff University. All Committee members had been asked to let Sec. know by next week end as to their attendance whether they would attend an after event supper. Publishing details and publicity were priorities</p> <p>Paul spoke of the possibility of financial constraints next year and the need to budget carefully for buffets, etc at Events.</p> <p>It was considered by the Committee in Swansea that the strategy for the number of Events should be reviewed, in the light of budgetary constraints. The Chairman and Jeremy had already discussed budgeting Events with care and that proposals to extend this year' programme be referred to the Committee. An updated programme should be issued shortly. Updating event details was a priority here.</p> <p>Carl suggested an event exploring the potential of 3D printing (a means of prototyping solid objects). He was asked to put in a short proposal to the next meeting, but bear in mind the tighter budget situation.</p> <p>Mikhaila reported that some branches were exploring postcard publicity successfully. HQ might manage this process. It was agreed to investigate the costs and benefits, bearing in mind our geographic spread and the number of events we run.</p> <p>Mikhaila reported on the return next year of the Turing lecture to Cardiff, (it is EITS turn to manage, but we should help publicise it). Together with the Lovelace lecture this was a considerable achievement.</p>	<b>All</b>  <b>All</b>  <b>All</b>  <b>JW</b>  <b>CA</b>  <b>MB</b>
<b>165.1.9 Welsh Language Website and BCS in Wales</b>		

<b>165.1.0 PRESENT</b>	<p>RRM reported that he had met the Chair of the new Digital Cross Party Committee in the National Assembly, Alun Cairns, on Sept 24<sup>th</sup> to plan the next meeting, with Tom Brookes. A round table discussion would be held in November.</p> <p>The Launch meeting of the Women at BCS in Wales Group had been held over to next year to coincide with Women’s day on 21<sup>st</sup> May. This would be a launch meeting. Funding should be arranged soon.</p> <p>North Wales and Chester Branch will survey their members on the proposed Health Group. Interest had already been shown. Also, they would use our recent Survey to survey their own members. – Action ongoing.</p> <p>There is no update on the Welsh Language version of our web site. Paul to discuss with Daniel</p>	<p><b>RRM</b></p> <p><b>BW/PB</b></p> <p><b>RRM</b></p> <p><b>DC, PB</b></p>
<b>165.1.10 Guidance Notes</b>		
	<p>PB noted that these were due a full review and would progress this. See Website for these Notes. Action ongoing.</p>	<b>PB / All</b>
<b>165.1.11 Any Other Business</b>		
	<p>It was confirmed that Mikhaila Burgess become Vice-Chair, with a view to election as Chair next year.</p> <p>Alan Boyce agreed to be co-opted on to the Committee.</p> <p>RRM confirmed that he had spoken to HQ to seek progress with the proposed West and Mid Wales Sub branch. They were going to re-survey the region as only 30 had responded and at least 40 were required. Tom Brookes had spoken about this at the recent AGM in North Wales and Chester Branch. They were all in favour.</p> <p>Beti reported on the long awaited success of the IT Wales bid for European money to continue. Substantial grant aid had been awarded which would mean increase in staffing, and for development of IT Wales. A further £15m was also awarded for Technocamps. The Committee congratulated Beti on her well-deserved success.</p> <p>Mikhaila asked whether the Branch normally advised members to support specific candidates in the Council elections. It was stated that we would normally support any one we had proposed, but allowed members to decide how to use their own votes.</p> <p>Jeremy reported on the recent email to all CITPs from BCS. We would need to keep up to date with developments and be able to assist members to achieve CITP or certificates of current competence.</p> <p>It was felt that few members outside Wales, and BCS HQ, knew what activities and achievements were gained here. Ralph would collate quotable quotes ( eg “more Computer Science students/jobs/ based industry than in England” , if that were true). Please send Ralph any material you may have.</p>	<p><b>RRM</b></p> <p><b>RRM</b></p> <p><b>All</b></p> <p><b>All</b></p>
<b>165.1.12 DATE(S) OF FUTURE MEETING(S)</b>		
	<p>The next meeting would be on a Tuesday evening, November 3<sup>rd</sup> at Cardiff City and County Hall, with all present there. This booking is with the kind courtesy of the Council. The future of arrangements for video meetings and meeting locations would be discussed. Future dates would follow on a Wednesday, Thursday, Tuesday and so on, consistent with the Events programme</p>	<b>RRM</b>