

**Minutes of the Fourth Meeting of the 2009/10 Session of the
Committee of the South Wales Branch of the BCS
6.00pm, Thursday 11th March , 2010
Robert Recorde Room
Swansea University**

DRAFT

168.4.0 Present		
Paul Bulmer (Chair)	Phil Watt (via Skype)	John Tucker
Ralph Miller (Sec)	Derek Smith	Tom Bradley
Jeremy White	Beti Williams	Daniel Cunliffe
168.4.1 Apologies		
Steve Harvey	Eric Llewellyn	Paul Connell
Mikhaila Burgess	Stillianos Vidalis	Max Davis
Nigel Davies	Tom Crick	Alan Boyce
Rosemary Dale		
Carl Allan	Jason Mullins	Fred Long (no contact available)
168.4.2 Welcome		Actions
The Chairman welcomed every one to the meeting. Unfortunately it had not been possible to arrange Video Conferencing or conference phone in time but a Skype link to Phil had been set up..		
168.4.3 Reports from Absent Members		
<p>Mikaila Burgess was unavoidably delayed for this meeting, and sent the following report:</p> <p>1) I would like to ask if anyone has anything they wish me to investigate or find out at the BCS Treasurer's Day please let me know by Monday 22nd March.</p> <p>2) Regarding the Lovelace Colloquium – Planning for the event is coming along well. This is an all day event on Thursday 8th April, aimed primarily at taught undergraduate and postgraduate women. However, it is open to others if anyone else would like to come along. If anyone decides they would like to come along on the day and are interested in helping out, please let me know.</p> <p>Information about the day is available online at www.cs.cf.ac.uk/BCSWomen including a link to the booking system.</p> <p>On the front page of the site there is also a downloadable flyer for the event. I would like to ask that people download and distribute this flyer in any way they can. The more people we can get attending the event the better. Thank you.</p> <p>3) 'Women shaping the future of Wales', the ITWales organised event on Tuesday, went well. Everyone I spoke to was very positive about the evening.</p> <p>I know Ralph will be reporting back on this but I wanted to mention that I will be writing a short piece on the event for BCSWomen web site, the eBCSWomen newsletter, and for our 'Women @ BCS in Wales' (www.cs.cf.ac.uk/WomenBCSWales) site, including explicit mention of the support from BCS South Wales. I was hoping to include photos of the event in the articles, but unfortunately there was no photographer at the event. IT Wales have sent me a photo of Beti and Elizabeth Sparrow, but so far that's all we have. I am hoping some people come forward with photos they have taken at the event.</p> <p>I think it would be great to mention Beti's award on the web site. If this can be done I'll forward the photograph to Carl for the web.</p> <p>Eric Llewellyn had reported that he and Stillianos were working on better arrangements at for attending these meetings</p> <p>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.</p> <p>NB The Secretary further reminds those members who are going to be absent to send their emailed or telephoned apologies to the Secretary if possible in good time. We waste our budget on overestimated refreshment numbers. We are fortunate enough to have the benefit of donated room hire, but the scale of the rooms could be reduced and even the date of the meeting changed if necessary following such large numbers of short and no notice non-attendances as we have had. Please help us by taking the small amount of time necessary to send your apologies. We are continuing to try to provide communications which may reduce travel time, as can be seen in the</p>		All

	arrangements for the future meetings later in these minutes	
168.4.4 MINUTES OF PREVIOUS MEETING		
	The draft minutes of the last meeting were approved for placing on the Web.	CA
167.3.5 Matters arising from the Minutes		
	Mind map (162.6.5). Transferred to Carl Allan – on going	CA
	It was suggested that the certificate now arranged for Richard David, could be possibly presented at next AGM. – Ongoing	PB
	MB and MD to discuss student Chapters in Swansea and Cardiff-ongoing	MB, MD
	Other items are covered in the minutes	
167.3.6 CORRESPONDENCE		
	There was no further correspondence.	
168.4.7 BRANCH REPORTS		
	Chairman's Report Paul reported on the meritorious awards that had been requested by the Branch and agreed by HQ for Beti Williams and Richard David. All the committee agreed that these awards were well deserved.	
	Membership Secretary's Report: Tom Bradley to contact Jason Mullins to gain background for new role as membership Secretary	TB, JM
	Webmaster's Report: There was no further report.	
	Treasurer's Report Items for this year's budget application were discussed. Paul to make the budget bid.	PB
	YPG: There was no further report	
	Branches Congress: Ralph reported that the April Members' Group Convention were underway. Paul, Jeremy would attend for the Branch. Mikhaila would be there for the Women's Group, and Ralph for International Sections.	PB, JW, MB, RRM
	Universities: The next meeting would be held at Glyndwr University, Wrexham, on 31 st March. Ralph had arranged for the BCS Academy organiser from HQ to attend.	
	Professionalism : Alan Boyce would prepare a Guidance Note for this new Committee function. PB would assist in this, as would, no doubt, HQ Branches Staff.	AB, PB
	Mid Wales Sub Branch: This had now been formed with the inaugural meeting on 29 th March. Ralph and Jeremy would attend. Fred and Paul had already made budgetary arrangements for the next financial year	RRM, JW
	Branches Board/Council Ralph reported that BMC(Branches Management Committee) and MSB(Member Services Board) were now defunct. They had been replaced by a Membership Board (MB) under the chairmanship of Adrian Walmesley. Ralph was on the Finance Committee, and on the interim MB, at least until it was formalised.	
	Schools: The Schools working party had met. It had been agreed that a Plan be developed, starting with the arrangements for a competition, possibly about Webdesign, games design, or animation	PB, PW
168.4.8 2009/2010 Events Programme		
	Jeremy outlined the known future events programme. BT IDC Cardiff was confirmed for the AGM in September. The business lecture would therefore move to October, possibly in Swansea.	

	<p>Swansea Water front Museum would be the target venue for the Christmas lecture. Schools would be encouraged to attend. Several other events were described.</p> <p>Jeremy introduced the topic of charging for events, following unannounced drop out from events where equipment was scarce, leading to no opportunity to call in standby. It was agreed that Jeremy use his own judgement as to which events to charge for, and how much.</p>	JW
168.4.9 Welsh Language Website and BCS in Wales		
	<p>Daniel gave an update on the Welsh Language (Bilingual) version of our web site. It was ready to use. It was agreed that BCS in Wales event would now be used to populate the website, eg the recent International Women’s Day, event, the Lovelace Colloquium, and the Universities meeting. The South Wales programme, the North Wales and Chester programme, and the new Mid Wales programme would be entered as a start.</p> <p>A most successful launch of Women @BCS in Wales had been held at the Village Hotel, in conjunction with International Women’s day, Elisabeth Sparrow, BCS president, gave the introduction to the launch. Mikhaila had been one of three inspirational women speakers. The introduction by Mai Davies, a well-known broadcaster, also contained full reference to BCS. A video had been made and a press report was being prepared</p> <p>Elisabeth Sparrow presented the BCS Meritorious Service Award to (a very surprised) Beti , with a full citation to go with the Award. The Committee at tonight’s meeting, warmly congratulated Beti for achieving this Award, for the highest level of service extending beyond the Branch</p>	All
168.4.10 Guidance Notes		
	<p>Paul invited all with responsibility for Guidance Notes to review and if required, update them</p>	All
168.4.11 Any Other Business		
	<p>The committee had earlier discussed the possibility of producing “strap lines” for the committee’s activities to improve our visibility in Wales and outside, e.g., BCS “supports Wales’ new digital economy” Phil Watt had contributed suggestions to the Secretary. Derek Smith would take up this work.</p> <p>Daniel brought to people’s attention a meeting organised for 23rd April, at Glamorgan University. The meeting is to be the inaugural meeting of the Welsh Fraud Forum. The speakers will include Alan Brown, Chairman of the National Federation of Fraud Forums, and Kath Tatton from CIFAS, the UK’s Fraud Prevention Service. For more information contact Daniel, or visit Web site www.comp.glam.ac.uk/WelshFraudForum/uk/</p>	DS
168.4.12 DATE(S) OF FUTURE MEETING(S)		
	<p>The next meeting was proposed as Tuesday, 20th April at Cardiff County Hall. Conference phone and skype was to be available.</p> <p>Committee meeting, Wednesday 26th May. Venue tba Mid Wales 29th March, Aberystwyth</p> <p>NB Turing lecture 16th March, Cardiff U</p>	MB, BW and FWL