

BCS - The Chartered Institute for IT
Minutes of the Fifth Meeting of the 2009/10 Session of the
Committee of the South Wales Branch
6.00pm, Tuesday, 20th April, 2010
County Hall, Cardiff

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| 169.5.0 Present | | |
| Paul Bulmer (Chair) | Phil Watt | Tom Crick |
| Ralph Miller (Sec) | Carl Allan | |
| Mikhaila Burgess (Vice Chair) | Jeremy White | |
| 169.5.1 Apologies | | |
| Steve Harvey | Daniel Cunliffe | |
| Rosemary Dale | Derek Smith | |
| Jason Mullins | Nigel Davies | |
| No other apologies received | | |
| 169.5.2 Welcome | | Actions |
| The Chairman welcomed every one to the meeting. A conference phone was available, but no one had notified that they would phone in | | |
| 169.5.3 Reports from Absent Members | | |
| <p>Jason had reported that he and Tom Bradley had been working together on the hand-over of the role of Membership Secretary.</p> <p>Daniel Reported that he was to enter the details of the new Mid-Wales sub-committee on to the Web.</p> <p>Rosemary reported that she was very busy following the retirement of John Dyke.</p> <p>Beti and John Tucker were both at the Welsh National Assembly, at the Cross Party Committee on Science, Engineering and Technology.</p> <p>Derek Smith reported that he and Jeremy were to work together on publicity material derived from the Branch email.</p> <p>Nigel reported that he was engaged at the Senydd</p> <p>Reports from absent members are welcome. Please send them to the Secretary, as we can then incorporate them in to the minutes and the Committee is kept up to date.</p> <p>. The Secretary reminds those members who are going to be absent to send their emailed or telephoned apologies to the Secretary and Chair, 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. In addition, progress in our business is delayed. Please help us by taking the small amount of time necessary to send your apologies and reports We are continuing to try to provide communications which may reduce travel time, as can be seen in the arrangements for the future meetings later in these minutes</p> | | All |
| 169.5.4 MINUTES OF PREVIOUS MEETING | | |
| The draft minutes of the last meeting were approved for placing on the Web. | | CA |
| 169.5.6 Matters arising from the Minutes | | |
| Mind map (162.6.5). Transferred to Carl Allan – on going | | CA |
| The certificate is now received for Richard David. Presentation arrangements ongoing | | PB |

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| | <p>MB and MD to discuss student Chapters in Swansea and Cardiff-ongoing</p> <p>Other items are covered in the minutes</p> | MB, MD |
| 169.5.6 CORRESPONDENCE | | |
| | <p>There was no further correspondence.</p> | |
| 169.5.7 BRANCH REPORTS | | |
| | <p>Chairman's Report Christmas Report (Special funding) now submitted to HQ. Delay caused by lost invoice for catering that had gone to the wrong address.</p> <p>Budget proposal along with justification submitted to HQ ahead of the deadline (end March) as discussed at the last meeting.</p> <p>Jeremy and myself have done our guidance procedures and circulated them as examples and for use. We now need all the rest producing / updating ASAP.</p> <p>Now Jeremy has produced the event preparation and guidance procedures there is no reason why the other committee members cannot now take a more active role in the delivery of the events program which will then free up Jeremy to take on new roles in promoting the profession within government.</p> <p>I collected the certificates for Richard David and Beti Williams from the BCS congress in London. These now need to be handed on to the recipients.</p> <p>Jeremy, Ralph and Myself attended congress. Some of the key points were: Importance of schools work to underpin profession Increasing funding and membership despite recession Active HQ activities to market the profession Interesting presentations (Slides to go on the internet)</p> | RRM, JM, SH, CA, DS |
| | <p>Membership Secretary's Report: No further report. However, Jeremy circulated a graph of membership numbers.</p> | |
| | <p>Webmaster's Report: There was discussion over the new Member's Extranet and the new Website developments described at the recent Members Congress. Carl to contact HQ Webmaster to ensure we were included in the first test issues.</p> | CA |
| | <p>Treasurer's Report Paul had made the budget bid as discussed previously.</p> | |
| | <p>YPG: There was no further report. It was suggested that Mikhaila could introduce colleague to help Max in this very important area. Paul to discuss with Max.</p> | PB, MB |
| | <p>Branches Congress: Jeremy reported on a very successful congress. RRM pointed out the high level of positive reference to the South Wales Branch activities.</p> | |
| | <p>Universities: The meeting recently held at Glyndwr University had been very successful. The Director of the BCS Academy, Bill Mitchell had attended and had been very supportive of the Group's activities, including sponsoring further Gender Survey data searches. Prof. Peter Excell had reported that BCS in Wales University Group was now considered to be the Welsh group for the Council for Professors and Heads of Computing (CHPRC). It had been agreed that Tom Crick would be our main liaison with Bill. The Autumn meeting would possibly be in Newport. To be arranged. Tom Crick announced that UWIC would be applying for Accreditation of its courses. RRM suggested that as Newport and Swansea Met had relatively recently been successful, they might provide some assistance. PB suggested that this might be a suitable topic for the Universities meeting. RRM informed the meeting that this topic had already been the subject of one meeting, but progress could be reviewed at a future meeting.</p> | RR and SV/TLI |

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| | 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. On going | AB, PB |
| | Mid Wales Sub Branch: This had now been formed with the inaugural meeting on 29 th March. Fred Long had been elected Chairman. | |
| | Branches Board/Council Nothing further to add. This section would be re-titled in future agendas to reflect the new Membership Board structure | RRM |
| | Schools: The Schools working party had met. Phil reported on the difficulties in arranging for a separate competition. It was agreed that the best GCSE projects might be the basis of the competition. Jeremy reported on the Member's Congress presentation on the success, mainly held in England, and not at all in Wales, of the national Cipher Challenge. Perhaps PW could see what this involved? | PB, PW PW |
| 169.5.8 2009/2010 Events Programme | | |
| | Jeremy outlined the known future events programme. The Turing Lecture and the Lovelace Colloquium had both been highly successful. Paul to contact HQ to progress the Turing Lecture coming to Wales again next year. Elizabeth Sparrow had already shown her appreciation of the Cardiff Venue and suggested that it return next year. | PB |
| 169.5.9 Welsh Language Website and BCS in Wales | | |
| | Jeremy reported on his appointment to Digital Wales, A WAG led group dealing with Suppliers. He had been appointed as the representative of the Institute. It was agreed that as this was All-Wales interest, Jeremy should become involved with the BCS in Wales Committee. Tom Crick described his position on the Strategy Group of the WAG Digital Wales Research Hub, where there is also an initial bid for funding for the programme for £20m, from WEFO . This now brings our representation on Welsh Government groups to a very high level, with John and Beti on the STE Cross Party Committee, Ralph's involvement on the Digital Cross Party Committee (with Tom Brookes, the Secretary of Mid Wales Sub-Branch). This was a substantial contribution towards satisfying the Institute's contribution to Society. Ralph reported on the progress of the formation of a Specialist Group in Wales for Health Informatics, as a BCS in Wales initiative. Membership Board had offered start-up funding for an initial meeting to form the Committee, in much the same way as the Mid Wales Sub-Branch had been officially formed. Hopefully, this would take place at the end of May/beginning of June. | RRM |
| 169.5.10 Guidance Notes | | |
| | Paul invited all with responsibility for Guidance Notes to review and if required, update them | All |
| 169.5.11 Any Other Business | | |
| | 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. On going Daniel had brought to people's attention to a meeting organised for 23 rd 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/ Ralph suggested that Jeremy and Derek should include details of Specialist Groups on the Branch Email and the Website. He thought that many of our otherwise inactive members might be interested, as they possibly do not know the range of activities. It was suggested that as the SGs are considered London based, they could be involved in special meetings in the Branch, possibly at Universities, where much of the groups are sourced. As an example of this, a new Video and Games Specialist Group had been formed with its first meeting to be held in Bangor U, with Rob Gittins from Bangor U being a leading light. | DS |

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| 169.5.12 DATE(S) OF FUTURE MEETING(S) | | |
| | <p>The next meeting was arranged for Wednesday 26th May at Swansea. Conference phone and Skype is to be available. The phone and Skype were for the use of those not able to attend, so those who wish to be included by these means MUST notify Beti Williams as soon as possible, for arrangements to be made. The Chair gave his opinion that he preferred the personal participation arising from a meeting, and the remote access would be useful on occasions when this was not possible. This was agreed by all those present</p> <p>Further suggested Committee meeting dates are: for the next meeting, Thursday 24th June, or Thursday 1st July. The following then would be Tuesday 27th July, or Tuesday, 3rd August . Please let the Secretary know ASAP of your availability, and preferred Venue/form of meeting</p> | <p>RRM, BW</p> <p>All</p> |