

BCS - The Chartered Institute for IT
Minutes of the Seventh Meeting of the 2009/10 Session of the
Committee of the South Wales Branch
5.30pm, Thursday, 24th June, 2010
Committee Room 3
County Hall, Cardiff

DRAFT

171.7.0 Present		
Paul Bulmer (Chair)	Beti Williams	Tom Crick
Ralph Miller (Sec)	Derek Smith	
Alan Boyce	John Tucker	Tom Bradley Via Conference Phone
171.7.1 Apologies		
Steve Harvey	Fred Long	
Mikhaila Burgess(Vice Chair)	Phil Watt (Planned to Conference Phone)	
Jeremy White		
No other apologies were received		
171.7.2 Welcome and Presentations		Actions
<p>The Chairman welcomed every one to the meeting.</p> <p>The Chairman presented a BCS Certificate of Appreciation to the County Hall Premises Manager, Mr Ian Barlow, on behalf of the County, for the long period of generous donation of their Offices for our Committee meetings.</p> <p>He also presented a similar Certificate to Richard David, retired Committee member, for his long service to the Committee.</p>		
171.7.3 Reports from Absent Members		
<p>The other apologies had all noted their urgent business elsewhere.</p> <p>Jeremy undertook to update and circulate the Events Calendar by email. He had been speaking to the Change Management Special Interest Group Chairman about a future meeting in Wales. He was attending Glamorgan U prize Giving on 14th July. The Ministerial Group on which he represents BCS- The Digital Wales Supplier Forum- is to meet Monday next week.</p> <p>Jeremy also reminded the Committee of the need to plan the migration of our Website to the new BCS CMS.</p> <p>NB1 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>NB2 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.</p> <p>We are continuing to try to provide communications that may reduce travel time. However, please give sufficient notice to make the necessary arrangements</p>		<p>CA</p> <p>All</p> <p>All</p>
171.7.4 MINUTES OF PREVIOUS MEETING		
The draft minutes of the last meeting were approved for placing on the Web.		CA
171.7.5 Matters arising from the Minutes		
The Chairman reported that he would speak to Nigel, in the light of his planned future role as Treasurer		PB

Mind map (162.6.5). Transferred to Carl Allan – on going	CA
MB and MD to discuss student Chapters in Swansea and Cardiff - ongoing.	MB, MD
MB and MD to discuss YPG representation on the Committee	MB, MD
Other items are covered in the minutes	
171.7.6 CORRESPONDENCE	
There was no further correspondence.	
171.7.7 BRANCH REPORTS	
Chairman's Report There was nothing to report at this meeting	
Membership Secretary's Report: There had been 30 new members last month, and 10 so far this month	
Webmaster's Report: No further report	
Treasurer's Report No further report at this meeting	
YPG: There was no further report. It was suggested that Mikhaila could introduce a colleague to help Max in this very important area. Paul to discuss with Max, but Max had not been available.	PB, MB
Branches Congress and Membership Board: RRM thanked the Committee for their support in the recent arrangements for the Membership Board. He had been appointed to the Membership Board and to the finance and Policy Committees. His work as International Member Co-ordinator would continue RM asked whether we could again bring to the attention of our Branch Members, the range of Specialist Groups available – ongoing.	
Universities: The Autumn meeting would be in Newport, on September 15th.	
Professionalism: The guidance note preparation was on going. Ralph had still to provide a short note on the CITP process	AB, PB RRM
Mid Wales Sub Branch: Jeremy and Ralph would attend the “Walking with Robots” event to be held on July 1 st at Aberystwyth U.	JW, RRM
Council: No meeting to report	
Schools: No report available at the meeting	
171.7.8 2009/2010 Events Programme	
No report at this meeting. However there was discussion on whether the two major Autumn/Winter meetings, the Business lecture and the Christmas lecture, together with the next Committee Meeting, should be held in Swansea. It was agreed that as the meetings had been cycled to various locations, this was not an issue.	
171.7.9 Welsh Language Website and BCS in Wales	
There was no report on the Website. Ralph reported that the BCS Health in Wales Group had formed and were themselves arranging an inaugural event in September. Beti informed the Committee that the Women in Wales Group had linked up with WTech Cymru, with a combined membership of 1800. Arrangements were ongoing for a major Autumn meeting at Lampeter U	

171.7.10 Guidance Notes		
Paul reported that most Guidance Notes had now been updated .		
171.7.11 Any Other Business		
	Derek reported that he was working on the provision of strap lines for use with publicity material	DS
	Paul suggestion that a future presentation around an industrial software project to encourage Student placements in Industry was being followed up	PB
	Jason Mullins had stated that he had not done any assessments recently. Ralph was more up to speed on the current requirements and agreed to provide a future update. On going.	RRM
	Paul suggested that a process for bonding the Committee members could be for each person to prepare and deliver a short (5 Min. Max.) presentation on their work.	All
	Ralph suggested that Cloud Computing might a suitable topic for a meeting which might interest a broad spectrum of members and others (especially SMEs)	
171.7.12 DATE(S) OF FUTURE MEETING(S)		
	The next formal Committee meeting is arranged for Thursday 8 th September at Swansea University. A Conference phone and Skype connection will to be available for the use of those not able to attend. Those who wish to be included by this means MUST notify Ralph Miller , or Biti Williamsfor arrangements to be made.	RRM
	The Social Meeting at the Duke of Wellington is on 4th August. Please let PB know your intentions for this event. See link to Duke of Wellington web site. There is also a link to the menu from here.	All