

BCS - The Chartered Institute for IT
Minutes of the Third Meeting of the 2010/11 Session of the
Committee of the South Wales Branch
6.00pm, Tuesday, 25th January, 2011
Committee Room 2
County Hall, Cardiff

DRAFT

174.3.0 Present		
Mikhaila Burgess(Chair)	Tom Crick	
Paul Bulmer(Vice Chair)	Jeremy White	
Ralph Miller(Sec)	Carl Allan	
Alan Boyce (Treasurer)		
174.3.1 Apologies		
Stilianos Vidalis	Beti Williams	
Phil Watt	Rosemary Dale	
Fred Long	Nigel Davies	
John Tucker		
No other apologies were received		
174.3.2 Welcome		Actions
The Chair welcomed every one to the meeting.		
It was agreed that the Chair should send Stillianios our best wishes for a speedy recovery from his recent injuries.		
The Chair reported that Helen Philips might take her place from Cardiff U.		
174.3.3 Reports from Absent Members		
The Chair re-inforced the following points:		
<p>NB1 Reports have not been received absent members. Please send them to the Secretary, as we can then incorporate them in to the minutes and the Committee kept up to date.</p>		All
<p>NB2 Please Note: The Secretary reminds those members who are going to be absent to send their emailed or telephoned apologies to the Secretary or 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 recently. 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>		All
<p>NB3 Please Note:The Chair and Vice Chair suggested that the BCS Guidelines be referred to regarding continued non-attendance at Committee, without “good reason”. Reference is made in the BCS “Guidelines for the Conduct of Business of BCS Committees and Boards” to Chairs requiring satisfactory explanation for absences from three meetings. It is considered that Members elected to serve on Committees and Boards have a duty to attend meetings, unless there is good reason.</p>		All
174.3.4 MINUTES OF PREVIOUS MEETING		
The draft minutes of the last meeting were approved for placing on the Web.		CA
174.3.5 Matters arising from the Minutes		
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 – ongoing. Ralph would ask Ben Pygall of YPG to contact Mikhaila.		MB, MD RRM

	Chair and Derek Smith to discuss Publicity item on the agenda	MB DS
174.3.6 CORRESPONDENCE		
	There was no correspondence.	
174.3.7 BRANCH REPORTS		
	Chair's Report The Chair raised the issue of the funding arrangements for the Christmas event in Swansea. Invoices had not been received by the Branch. It could be that Software Alliance Wales had either paid or were collecting invoices. MB would inquire	MB AB
	Membership Secretary's Report: Membership Secretary not present. No further report	
	Webmaster's Report: There was good progress with the new database, but not quite ready for use. We were getting very good service from the current system	
	Treasurer's Report The Treasurer reported some concerns regarding information availability. This was discussed fully, and advice forth coming. There was to be a Treasurer's day organised by Iain Thompson, Chair of MB Finance Committee.	
	YPG: Tom Crick volunteered to contact Margaret Ross regarding setting up a student Chapter at UWIC. MB to contact MD to discuss progress .	MB MD TC
	Branches Convention and Membership Board: JW will attend the Spring Branches Convention, with TC or PB. RRM gave a brief report on progress at Membership Board. The work continued to rationalise and simplify the rules for the various types of Member Groups	JW TC PB
	Universities: The next meeting was being arranged by Daniel, to be held at Glamorgan U. A workshop regarding learning skills for new undergraduates, to be held at Cardiff U on the March 9 th , was being arranged by Helen Phillips	DC HP
	Professionalism: No report. A replacement was needed for Alan Boyce	All
	Mid Wales Sub Branch: Mikhaila would discuss with Fred Long the possibility of joint meetings. Ongoing.	MB FL
	Council: Ralph reported on the election of new President and Deputy president (Jim Norton and Bob Harvey respectively) along with the various Vice Presidents.	
	Schools: Phil had reported on his difficulties in continuing in the Schools role. Tom Crick offered to take this over, especially because of his increasing work in this area with the Welsh Assembly Government. This offer was accepted with thanks. Mikhaila would send our thanks to Phil for his work on our behalf.	TC MB
174.3.8 Events programme		
	The programme was discussed at length. In particular, members were asked to consider suitable themes for the 2011 Business and Christmas lectures. It was felt these should be held Cardiff, or perhaps, for the business lecture, Glamorgan U. Currently it was felt that the business aspects of cloud Computing. The Chair again urged all Committee members to attend events, and publicise them where ever and whenever they could.	ALL
174.3.9 Welsh Language and BCS in Wales		

	BCs in Wales Committee were arranging a meeting, date to be announced	JT, BW
174.3.10 Guidance Notes		
No further action needed		
174.3.11 Any Other Business		
	<p>Derek earlier reported that he was working on the provision of strap lines for use with publicity material. – on going</p> <p>It had been agreed that UWIC should receive a BCS Student prize, now that accreditation had been received. RRM to arrange for the prize to be created as soon as notified by Tom</p> <p>It was agreed that the Universities would notify their prize giving dates as soon as possible to arrange for presenters to be organised. They would be asked at the next Universities meeting.</p> <p>It was reported that Tom Crick had joined the BCS Academy Committee. The Branch Committee expressed their congratulations.</p> <p>Ralph reported that he had been elected on to the council at Swansea U. He had been the BCS SW representative on the Court for some time, having been nominated to that position by the branch Committee some years ago</p>	<p>DS</p> <p>TC RRM</p> <p>RRM</p>
174.3.12 DATE(S) OF FUTURE MEETING(S)		
	The next Committee meeting is arranged for Wednesday 16 th march. Location to be arranged, but possibly the OU in Wales, Cardiff, and at Swansea U. A Skype link or conference facility would be sought. Mikhaila to discuss with Rosemary and Beti.	MB,RD RRM, BW