

BCS - The Chartered Institute for IT
Minutes of the Sixth Meeting of the 2010/11 Session of the
Committee of the South Wales Branch
6.00pm, Wednesday, 4th May, 2011
Companies House,
Crown Way,
Cardiff

177.6.0 Present	
Mikhaila Burgess(Chair)	Carl Allen Jeremy White
Ralph Miller(Sec)	Helen Phillips
Fred Long did try to attend by remote, but this did not materialise	
177.6.1 Apologies	
Stilianos Vidalis	Paul Bulmer(Vice Chair)
Max Davis	Rosemary Dale
Tom Crick	Beti
John Tucker	Alan Boyce (treasurer)
177.6.2 Welcome	Actions
<p>The Chair welcomed every one to the meeting, and thanked Carl for arranging the meeting room at Companies House.</p> <p>Chair welcomed Helen Phillips to her first meeting as a Committee Member, thanking her for joining the Committee.</p> <p>Chair reported that Beti Williams had very recently retired from Swansea University. Arrangements for her activities on the Committee and BCS in Wales were not yet clarified. The Committee sent her the best wishes for the future, and hoped that she would continue to be involved.</p> <p>This meeting was arranged as a brief agenda, with main emphasis on a report from Jeremy on the recent Member Groups Convention. The main agenda would be considered more fully at the next meeting.</p>	
177.6.3 Reports from Absent Members	
There were none	
177.6.4 MINUTES OF PREVIOUS MEETING	
The draft minutes of the last meeting were approved for placing on the Web.	CA
177.6.5 Matters arising from the Minutes	
<p>These items would be discussed more fully at the next meeting</p> <p>MB and MD to discuss student Chapters in Swansea and Cardiff - ongoing. Include under YPG issues</p> <p>Ralph would ask Ben Pygall of YPG to contact Mikhaila. Ralph had not seen Ben yet – ongoing. Include under YPG issues</p> <p>Tom Crick volunteered to contact Margaret Ross regarding setting up a student Chapter at UWIC. Include under YPG issues</p>	<p>MB, MD</p> <p>RRM</p> <p>TC</p>
177.6.6 CORRESPONDENCE	
Secretary reported that he had contacted Lyndon Evans and Ian Wells with the Committees congratulations on their award of FBCS. They had both replied in appreciation and thanked those	

	<p>who had supported their application. Secretary suggested that we might arrange with HQ to receive notification of new FBCS and MBCS awards, say every six months, and the Chair then welcome them to the Branch . This a was agreed. Sec to contact Kerry Earl</p>	RRM
177.6.7 BRANCH REPORTS		
	<p>Chair's Report (from last meeting , to be continued at the next meting) It was agreed to continue with the fixed day of the Month for our meetings.</p> <p>Chair reported that the website was being be updated with biopic information on committee members.</p> <p>CPD info was to be added to the events list to encourage attendance. This could be added to the events information.</p> <p>Chair reported that she had contacted one or two other people with more industrial /commercial skills and experience on to the committee – ongoing.</p>	<p>All</p> <p>MB</p> <p>JW</p> <p>MB</p>
	<p>Membership Secretary's Report: Membership Secretary not yet in place. Report to be emailed later</p>	MB
	<p>Webmaster's Report: Carl reported that all updates were now implemented. Carl explained an application by Bristol Branch to count the number of bookings on to events. Although not a guarantee of actual attendance, it does produce estimate. Committee agreed this should be further investigated</p>	CA
	<p>Treasurer's Report No report</p>	
	<p>Member Groups Convention and Membership Board:</p> <p>JW attended and gave a full report from the Spring Convention. A copy would be sent later.</p> <p>The Autumn Convention, for Branches only, would be held on 18th October</p>	JW
	<p>Council: No further report.</p>	
	<p>YPG: No report,</p>	
	<p>Schools: (from the last meeting) Tom Crick reported on his increasing work in this area, especially with the Welsh Assembly Government. This work was much appreciated by the Committee. Tom is to produce a note on the various aspects of his work with schools. A report will be circulated to the committee. On going</p>	TC
	<p>Universities: The date for the next meeting had been arranged for 20th May at Glamorgan U.</p> <p>A workshop regarding learning skills for new undergraduates, was to be held at Cardiff U on May 27th , arranged by Helen Phillips,</p>	<p>DC</p> <p>HP</p>
	<p>Professionalism: No report.</p>	All
	<p>Publicity: (from the last meeting) Derek previously provided his guidance note and explained the two functions for Public relations and publicity. This has been circulated and committee is requested to comment on this for the next meeting. On going</p>	<p>DS</p> <p>All</p>

	<p>Mid Wales Sub Branch: It was agreed that joint meetings should be arranged. (ongoing)</p>	<p>MB FL</p>
<p>177.6.8 Events Programme</p>		
	<p>The programme was discussed at length.</p> <p>RM to contact John Tucker on the “influential “ meeting in Cardiff to discuss the strategic position of Computing and related issues in the future Welsh economy.</p> <p>The Chair again urged all Committee members to attend events, and publicise them where ever and whenever they could.</p>	<p>ALL RRM</p>
<p>177.6.9 Welsh Language and BCS in Wales</p>		
	<p>A note of the recent Minutes of a BCS in Wales meeting had been received RRM to circulate. The planned next meeting date of 25th May would be changed to later in June</p>	<p>RRM</p>
<p>177.6.10 Guidance Notes</p>		
	<p>Current set had been circulated.</p>	<p>All</p>
<p>177.6.11 Any Other Business</p>		
	<p>(from the last meeting) 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. On- going.</p>	<p>RRM</p>
<p>177.6.12 DATE(S) OF FUTURE MEETING(S)</p>		
	<p>The next Committee meeting is arranged for Wednesday 1st June at 6.00 pm. This would normally be scheduled to be held in Swansea U, but in light of Beti’s retirement, may be held at County Hall, Cardiff. RRM WILL CHECK AND NOTIFY MEMBERS</p>	<p>ALL</p>