Welcome

To the BCS Learning and Development Specialist Group AGM 2014

Please say hello in the chat section of the meeting
Agenda

7.00 pm – Welcome, Introduction, Apologies for absence and acceptance of 2013 minutes – Jooli Atkins (Chair)

7.05 pm - Chair’s Report – Jooli Atkins (Chair)

7.15 pm - Treasurer’s Report – Carol Hulm (Treasurer)

7.20 pm - Secretary’s Report – Paul Jagger (Secretary)

7.25 pm - Membership Report – Graham Moor (Membership Secretary)

7.30 pm – Nomination of Committee Members
    Paul Jagger (Secretary)

7.35 pm – Ideas for events in 2015 (all)

7.45 pm – Any other business and Questions

8.00 pm - Close
Apologies for Absence and Adoption of 2013 AGM Minutes

Jooli Atkins, Chair
BCS Learning and Development Specialist Group
Chair’s Report
Jooli Atkins, Chair
BCS Learning and Development Specialist Group
2014 Events

**NOVEMBER**

18
2013

Learning is the People Side of Successful Business Change
*Joint event with BCS Nottingham & Derby Branch*

**AUGUST**

28
2014

Learning is the People Side of Successful Business Change
*Joint event with BCS Jersey Branch*

**MAY**

7
2014

Learning is the People Side of Successful Business Change
*Joint event with BCS Guernsey Branch*

**AUGUST**

29
2014

Get Chartered!
*Joint event with BCS Jersey Branch*
Postponed Events

**January 2014**

16

5 Best Practices for Effective Virtual Learning

*Online*

**October 2014**

7

The Idea Test

Making sure Business Benefits are realised

*Online*

**November 2014**

12

The Cyber Professional

*Conference*
Social Media and Marketing

• Twitter and LinkedIn formed a major part of our marketing activity for our events

LinkedIn BCS Learning and Development Specialist Group

• Grown from 277 to 410 Connections

twitter @BCSLandDSG

• Grown from 223 to 310 followers

• Generated from 1395 to 1534 tweets each linked to an appropriate web page

Lack of someone with time to manage this is having an impact on the social media and marketing activity and subsequent effect on events
Publications

• Regular column and articles in IT Now
• Regular blog
  – “Lessons Learnt”
• Please send ideas and contributions to me
  – jooli.atkins@matrix42.co.uk
Treasurer’s Report
Carol Hulm
Treasurer
2013-2014 – Year end Aug 2014

- Income = 0
- Outgoings = 1,660
- Running Costs Allocation = 3,000
- Special Projects Allocation = 11,400 (Cyber Professional)

This was allocated to 2014-15 when the event was postponed, but now it has been cancelled, so the funding has been returned to the BCS

When sending expenses to BCS please make sure you add:

“please accept my attached expenses for processing, in the sum of £xxx relating to xxxx” - this is for Audit purposes, and will speed up the processing of expenses

Always add L&DSG in the heading of the email
2014-2015 – Budget Allocation

As in previous years BCS has split each Specialist Group’s allocation into:

1. An amount based on normal annual spend made on meetings and regular events. (Allocation A.) No further approval is required to spend this money.
   
   **Groups Allocation A for 2014/2015 is £3,000**

2. An amount to cover special events and projects identified in our plan. (Allocation B) This will be held in a central fund, and applied for through the Supplementary Funding process.
   
   **Special Event for 2014 – none applied for**

Note: The special funding allocation for the Cyber Professional has now been returned to the BCS.

3. In addition, if the Specialist Group ran an event that produced a surplus during the last two years, there may have some carry forward funding available to you

   We had carry forward funding from the 2013 event, however this was factored into the **Special funding allocation for the Cyber Professional**

Please note that we need to apply for supplementary funds:

*At least two months before the date the funds are required*
Secretary’s Report
Paul Jagger (Secretary)
Governance of BCS Member Groups

All BCS members groups, i.e., Branches, International Sections and Specialist Group are governed by BCS Rules for Member Groups.

- Rules for BCS Member Groups are developed by BCS Membership Board Policy Committee and are documented here: www.volunteer.bcs.org/rules

- A two stage consultation is conducted with BCS members every time there is a proposed change to the Rules for Member Groups.

- There is a hierarchy of governance documents relating to BCS Member Groups (highest to lowest): Royal Charter, Byelaws, Code of Conduct and Rules for Member Groups.

- The rules are designed to be the minimum required, as simple as possible and are open to consultation among all members before ratification by Membership Board.

- There are no major changes in Member Group governance that impact the BCS L&D SG this year.
Committee Meetings, Agendas and Minutes

- The BCS L&D SG Committee meet almost every month online (summer holidays excepted) and once a year face-to-face for an annual ‘event planning workshop’.
- An agenda is circulated prior to every committee meeting. The business of our meetings focuses on forward event planning, lessons learned and budget management.
- Minutes are recorded for each meeting.
- Agendas / minutes of our meetings are published on the BCS L&D SG web pages of the BCS website along with relevant associated documents.
Membership Report 2013/14
Graham Moor
Membership Secretary
Summary

• Registered membership 1673
  – Static from last year
• More than 80% male membership
  – No change from last year
• Members in 60 countries
  – 77% from UK
• 80% MBCS, 23% CITP
  – As last year
Membership

Members since 2008

May-08 Apr-09 Sep-10 Sep-11 Sep-12 Sep 13 Sep 14

Members since 2008
Nomination of Committee Members

Paul Jagger, Secretary
Nomination of Committee Members

As there is no need to elections this year the members below will continue in the Officer roles:-

Jooli Atkins - Chair
Carol Hulm - Treasurer
Graham Moor - Membership Secretary
Nomination of Committee Members

Other Committee Members will also continue
Kevin Streater – External Relations
Michelle Kaye – Events Organiser
Kevin Jones – Academic Relations

Vacancies
Secretary – One Nomination Received
Marketing Officer – No nominations received
Online Coordinator – One Nomination Received

Noted – Gary Thornton elected as Online Co-Ordinator, Carol Hulm to take on role of Secretary.
Ideas for Events 2015
Any Other Business?