

**Minutes of the BCS L&D SG Committee Meeting  
Held on Monday September 18<sup>th</sup>, 2017  
Via GoToMeeting @ 19:00**

**Agenda**

- 1) Welcome and apologies (Kevin)
- 2) Minutes of previous meeting (ALL)
- 3) Matters Arising
- 4) Finance Update (Mark)
- 5) Update on new committee members (Kevin)
- 6) Events Schedule
- 7) Membership report (Ismini)
- 8) Inclusion and Diversity
- 9) Any other business
- 10) Date of next meeting (AGM 16<sup>th</sup> October)

**Minutes**

**1. Attendees**

	Action by
Present: Kevin Streater, Gary Thornton, Michelle Kaye	
Apologies received: from: Bruce Nicholls, Marwan Alnaghi, Mark Palmer	

**2. Minutes of previous meeting:**

	Action by
The minutes of the 21/8/17 meeting were approved	

**3. Matters arising:**

Covered in later sections	
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**4. Finance update**

	Action by
The accounts are in line with expectation and we will spend our budget. There is a Treasurer/Chair convention at BCS on 2 <sup>nd</sup> November when we	

should hear more about 2018 plans.	
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## 5. New committee members

	Action by
A nomination form has been received from Karen Howard Gary will email Neil Lasher again	GT

## 6. Events schedule

	Action by
The next event is the AGM. Kevin will chase up to try and ensure a face to face meeting for as many committee members as possible.	
The AGM will take place Monday 16 <sup>th</sup> October at the Heathrow Renaissance. CEdMA have sourced the keynote speaker and Kevin will invite LPI to join us. Kevin has drafted an outline for the panel session for the AGM which he will circulate to Gary & Michelle to assist with. Ken will approach Chris Jones, Gary has approached Terri Simpkin and she is available. There is a package deal at the hotel. Kevin will email details to the committee.	KS KS KG KS
Michelle emphasized that we need to decide firm plans for what is required for Learning Technologies 2018 or we will miss the lead-times. We agreed that this needs careful thought and that it should be a discussion point for the AGM. Michelle said that she would speak to Mandy Bauer about what BCS had done for stands at other events.	MK
We agreed that we should have a push on social media to maximize the numbers at the AGM.	ALL
Michelle has set a shared area up on her One drive for the committee to collaborate on presentations etc. The URL is <a href="https://1drv.ms/f/s!Ak6VyToxQtvWlj73aeqV-9k2WXZ2">https://1drv.ms/f/s!Ak6VyToxQtvWlj73aeqV-9k2WXZ2</a>	
Marwan has not come back with any further details of the conference to be held by Sheffield University in July next year so we will remove this from the list of possible events for 2018.	

## 7. Membership report

	Action by
No report was presented this month. Ismini has questioned the point of the role of Membership Secretary now that BCS have removed access to the member lists.	ALL

## 8. Inclusion & Diversity

	Action by
Ismini is still very keen to stay involved with L&D SG and would like to bring some events down to the south west. She asks if there is an academic liaison person in the committee and would be keen to continue the EDI role along with any other roles we think fit with the future plans.	

### 9. Any other business

	Action by
None	

### 10. DT&P of next meeting

	Action by
<p>Next meeting:</p> <p><b>AGM</b></p> <p>Mon, Oct 16<sup>th</sup>, 2017 6:00 PM - 8:00 PM BST</p> <p>Renaissance Hotel, Heathrow</p>	