

**Minutes of the BCS L&D SG Committee
Meeting Held on Monday March 19th, 2018
GoToMeeting @19:00**

Agenda

- 1) Welcome and apologies (Kevin)
- 2) Minutes of previous meeting (ALL)
- 3) Matters Arising
- 4) Finance Update (Mark)
- 5) Events Schedule
- 6) Membership report (Gary)
- 7) Inclusion and Diversity (Ismini)
- 8) Any other business
- 9) Date of next meeting (21st May)

Minutes

1. Attendees

	Action by
Present: Kevin Streater, Sue Martin, Michelle Kaye, Mark Palmer, Elaine Cook, Marwan Elnaghi	
Apologies received: from: Ismini Vasileiou, Gary Thornton	

2. Minutes of previous meeting:

	Action by
The minutes of the 19/2/18 meeting were approved	

3. Matters arising:

	Action by
Michelle asked about progress with the 'Blog Doc'. Kevin said that it is still in progress.	KS

4. Finance update

	Action by
Mark is preparing the budget submission for 2018/19. Deadline is 8 th April.	MP

5. Events schedule

	Action by
We are still waiting for a date from David Kinsella for the proposed Digital Badging event (May 2 nd or 9 th). Sue to chase up.	SM
Kevin to send details from LT18 to Michelle so she can prep event paperwork	KS/MK
We have some provisional dates for Paul Jagger's 'Archives of IT' presentation. Late June.	KS
Kevin to speak to Don Taylor at LPI about the webinar on Competency & SFIA to take place in September.	KS
Possibility of webinar on course evaluation and assessment	KS/SM/EC
AGM date agreed to coincide with CEEdMA conference again. 8th October.	KS
Location for next year's 'Assessing Competence' conference still being discussed. City University is a possibility.	KS/MK
Karen to investigate BCS and Bletchley park?	KH
Mark to start jotting down notes about business?	MP

6. Membership report

	Action by
Gary was not here so there was no report	GT

7. Equality, Inclusion & Diversity

	Action by
<p>The committee believe that we are demonstrating good practice in this area. L&D SG is international and has members from different countries and ethnic groups.</p> <p>We ensure, as far as possible, that dietary requirements are met at meetings.</p> <p>We ensure disabled access to meetings.</p>	

8. Any other business

	Action by
<p>Kevin reported that feedback from the Member Groups event was that some new rules are coming but L&D SG were actually leading the way in many of the best practices.</p> <p>In future we will not know any names of who is a member of the SG. We will still be able to mail out to the list.</p>	KS/All
The joint development of the book with CEEdMA is progressing and is now down to details and numbers. Kevin will raise a SFR.	KS

9. DT&P of next meeting

	Action by
Mon, April 16 th 7:00 PM - 8:00 PM GMT	