

**Minutes of the BCS L&D SG Committee Meeting
Held on Monday 24th September 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) Conference framework
- 7) Membership report (Gary)
- 8) Inclusion and Diversity (Ismini)
- 9) Any other business
 - a. Survey results
 - b. Nottingham Branch presentation
- 10) Date of next meeting (22nd October 2018)

Minutes

1. Attendees

	Action by
Present: Kevin Streater, Gary Thornton, Michelle Kaye, Ken Gaines	
Apologies received: from: Sue Martin, Elaine Cook	

2. Minutes of previous meeting:

	Action by
The minutes of the 16/7/18 meeting were approved	

3. Matters arising:

	Action by
Concerns were raised about whether all committee members were receiving emails sent to the BCS list. Gary was asked to check with Mandy.	GT
We now have a date for Paul Jagger's 'Archives of IT' presentation. It will take place in the evening of 11/12/18	MK
The joint book with CEEdMA is progressing well. We will do some event with CEEdMA in February next year to coincide with the launch.	KS

4. Finance update

	Action by
We have been allocated £3,000 for next year out of our requested £4,500. This will, obviously mean that we cut back on some initiatives.	None

5. Events schedule

	Action by
Michelle has been discussing the launch of the Capability Map and a date of 13/11/18 has been suggested. Kevin will speak to Mandy to get this onto the event calendar and out to Branch and SG chairs.	MK/KS
We will plan to do an online event on 'Digital Badging' in Jan 19 using the LPI Webex platform. We have obtained permission to record the sessions.	MK
Michelle reminded us of the URL for the shared development document so we can work together on the ideas https://1drv.ms/x/s!Ak6VyToxQtvWmjTVn8Q9VyncGkim	All
Given the budget constraints, this years AGM will be held online at 7pm, 22 nd October 2018. Gary will speak to Mandy about getting the notices out. We have received interest from a couple of people to join the committee. We will ask existing members to reaffirm their readiness to play an active role at the AGM.	GT KS

6. Conference Framework

	Action by
Elaine has compiled the responses to our member's survey which will form the basis of our 2019 conference. It was pleasing to see that the members' views were pretty well aligned with the presentation that the committee are putting together for use around the Branches.	All
The suggested date is 2/10/19. We will book the room with the virtual capability at Southampton street for 100 people.	MK

7. Membership report

	Action by
Gary said that he hasn't asked for member numbers this month but will do so for the AGM.	GT

8. Equality, Inclusion & Diversity

	Action by
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. We ensure, as far as possible, that dietary requirements are met at meetings. We ensure disabled access to meetings.	
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9. Any other business

	Action by
a) The survey results were covered in the events section	
b) Gary is doing a presentation to Nottingham Branch on 15/10/18. The topics have been agreed. He will put together a skeleton powerpoint so that all committee members can contribute their views on the key topics.	GT

10. DT&P of next meeting

	Action by
Mon, 22 nd October, 2018 at 7pm	GT