

Notes from BCS Committee Meeting, 22 February, 2022

Attendees:

Phil Crewe (notes)
Jonathan Leeson
Shakeeb Niazi
David Miller
Jon Hall
Haiyan Wu
Ian Golding
Matthew Taylor
Paul Chung
Norman King
Christos Stavroulakis

Apologies

Jacqui Hogan
Adrian Steel

Non-attendees

John McCarthy
Algirdas Pakstas

Agenda

1. Welcome (DM)
2. Minutes of the previous Meeting
3. Treasurers Report (Paul)
4. Membership Report
5. 2022 Conference
6. Members Symposium
7. Events Programme for 2022 (Jonathan)
8. Working Group Reports (a short verbal report on progress/issues from working group chairs)
9. Review of branding and communication (Jacqui Hogan)
10. AOB Including from: Inclusion (Norman), Early Careers Advocate (Matthew), Academic Liaison (Jon), White Paper Coordinator (John).

Notes from meeting

Opening remarks (David)

- Welcome
- Re: including personal biography on ITLF web site. Please everyone to remember to submit their biography to Mandy, or if you have a concern, please let her know (**ACTION: ALL**)
- Meeting invitations – Committee meeting dates have been scheduled through to the end of the year. These have been sent out by Mandy via an email but members who would prefer the links to their calendars please let Mandy know

but be aware that Teams does not have a BCC feature and so email addresses will be visible to all. All to let Mandy know if this is acceptable, and she will send out a meeting invitation. (ACTION: ALL)

- Meetings of last meeting – approved without amendments

Treasurer's report (Paul)

- We have not spent anything to date this year, so have £3355 available
- We will have £2000 deducted for conference, but probably not before conference occurs
- We need to submit a draft budget for 22/23 by 31 March 2022 (ACTION: PAUL)
- An initial draft of what the budget for 22/23 might look like was presented for discussion based on the events program to date.
- The draft budget assumes 3 hybrid events (September '22, March '23, and July '23) and one virtual (the AGM in November '22). The hybrid events assume an attendance of 40 people with catering, wine, and an admission charge of £5 per head. This will be refined based on the discussion (ACTION: PAUL, DAVID)
- Note if we want to give a thank you gift to a speaker, we can offer them a BCS published book which costs us nothing.
- We need to submit a document how our events fit into the BCS strategy – we need to submit this with our draft budget at end-March (ACTION: PAUL/DAVID)

Events 22/23 (Jonathan)

- Assumptions for the 22/23 budget from September '22
 - Need to assume which events are hybrid and which different, and how much we charge or not
 - BCS would prefer us to charge
 - We could have an option of not providing food and wine, just tea/coffee, and hence reducing cost and not charging
 - Should we (and can we) differential charge members and non-members?
 - Should we think about a different style of event (not an evening one) including lunch so people can travel to London who may not be willing to do that for the evening?
 - Think of one for the 22/23 year
 - We may need a private dining room and accommodate 30(ish) people
 - We should consider what we really want to do - BCS would rather have something active and make a loss rather than nothing happening
 - We should consider adding a luncheon-with-speaker event in 22/23

- We should also give speakers the option to have a working lunch in developing their event
- (ACTION: JONATHAN/DAVID) to pick up these items and conclude.

Events 21/22

- Jonathan confirmed leads for the events
 - July: Matt (Shakeeb can help)
 - Sept: Shakeeb, John - Shakeeb to lead
 - Dec: Jonathan (also will be AGM)

Membership (David)

- Membership slightly down, aligned with general membership falling
 - LinkedIn members still robust
 - Query about membership falling - if because they leave BCS we should just move them to a non-members list rather than lose them. (ACTION: DAVID to discuss with Jon Jeffrey)

Date	BCS	BCS	IT LEADERS FORUM BCS membership							ITLF	ITLF	LINKEDIN	Notes	
	Total FBCS	Total MBCS	M	F	U	Fellow	Profess'l	Other BCS	Overseas					Total BCS
30/11/2018			3078	274	40	1395	1980	17	320	3392	22	3414	1632	Memsec AGM data
03/12/2020		31675								2487	22	2509	1650	Migration to SalesForce
20/01/2021	2870	33944	1705	125	437	1195	1059	13	251	2267	22	2289	1649	First data available from PowerBI
22/01/2021	3066		1869	142	477	1310	1164	31	251	2488	22	2510	1649	
09/02/2021	3073	31885	1867	142	477	1308	1164	31	252	2486	22	2508	1649	
06/04/2021	3049	32002	1859	141	476	1296	1157	23	183	2476	22	2498	1651	
07/04/2021	3049		1859	141	476	1296	1157	23	253	2476	22	2498	1664	
05/05/2021	3054	31580	1854	141	476	1295	1152	24	253	2471	22	2493	1665	
19/05/2021	2884		1723	115	443	1214	1054	13	230	2281	22	2303	1663	
04/08/2021	2890	26367	1686	122	430	1212	1015	11	227	2238	22	2260	1669	
27/09/2021	2928	26443	1701	119	434	1222	1021	11	229	2254	22	2276	1668	
23/11/2021	2924	26305	1681	120	429	1213	1006	11	224	2230	22	2252	1673	10 requests waiting to be approved
29/12/2021	2915	26250	1663	119	420	1204	987	11	222	2202	22	2224	1675	5 requests waiting to be approved
18/02/2022	2898	26001	1625	117	415	1187	959	11	224	2157	22	2179	1678	5 requests waiting to be approved

Conference (David)

- 369 ticket sales this morning
- Request for all committee members to post to social media - at least LinkedIn. Those who are speaking could perhaps provide a teaser text and/or a visual aid) of what they will be talking about to add further interest. (ACTION: ALL)
- Could BCS provide talking heads as this may get improved engagement – David to talk to Cara (ACTION: DAVID)
- Christos will advertise to Greek Computer Society (ACTION: CHRISTOS)
- David to follow up on how conference is being used to promote membership (ACTION: DAVID)

Members symposium (David)

- At the symposium, as per last year, Brian will go through the survey results in more detail and members can raise topics of interest for events or working groups for the coming year.
- David to produce something and we send email to members only and link in LinkedIn members forum (ACTION: DAVID)

Branding and comms

- Mindful that we are using our LinkedIn Group more, we have introduced a rule asking people kindly not to use the group for promoting their own services. Other comms are to be reviewed in the hope that we can make them clearer, easier to find, and quicker to recognise as being relevant to the member. There are also rumours about Basecamp, there is the new community forum, and there is a BCS SharePoint site. There is a need to clarify what we should be using and when (**ACTION: DAVID**)
- David leading the comms review with Haiyan and Jacqui
 - Meeting scheduled Friday
 - Will come back to this at a later meeting (**ACTION: DAVID**)

Working groups (David)

- This will be standing item on the agenda with reports from active groups.

AOB

- Matt is kick starting the Early Careers Advocate later this week and will report back (**ACTION: MATT**)
- White papers: In discussion with Bill Mitchell (Director of Policy) who supports our engagement strategy and our working group concept, is happy to help us to produce thought pieces as independently and spontaneously as possible without a bureaucratic process where we end up with lots of innovative thinking being produced that then needs to go through in depth approval before we are allowed to put something forward. Henceforth, where we feel that our working group output is worthy, we will be able to publish these as opinion pieces on the BCS web site, e.g. see <https://www.bcs.org/articles-opinion-and-research/pressing-reset-on-it-management-methods/> . (This agreement arose as a result of concerns about one of our working group topics and as a result it was thought that there should continue to be a collaborative relationship with the policy team to ensure that topics do not conflict with other BCS activities.)