

EXECUTIVE COMMITTEE MEETING

Minutes of the meeting held at 13:30 pm on Wednesday 15 March 2023 via Zoom

Present: Nick Koor, Dave Healy, Mark Anderson, Amanda Owen, Graham McLeod, George Jameson (GSL)

Apologies: Tom Lees, Sian Davies Vollum, Stewart Fishwick, Rebecca Williams, Pete Rowley

Actions

1. DECLARATIONS OF INTERESTS

There were no declarations of interest.

2. APOLOGIES

Apologies were noted.

3. MINUTES OF LAST MEETING

The minutes were approved.

4. ACTIONS FROM THE PREVIOUS MEETING

Nick has yet to discuss the potential of setting up a working group with Stuart. He will follow this up so the item should remain on the action list.

NK

As Rebecca did not attend the meeting it was decided to keep this item on the action list with the hope of a progress at the next meeting.

RW

Mark confirmed that he sent his membership list to Sian to help with updating membership details.

5. MEMBERSHIP

Nick highlighted the recent membership change that saw Sian move to Vice Chair as Dave assumed the Executive Secretary role. The Vice Chair role will become available in November when Sian's term on the Executive runs out. It was agreed that this would be an item for discussion at the June meeting.

NK

Amanda has taken over the undergraduate remit from Pete Burgess.

It was suggested that membership details need to be reviewed and updated.

Graham added that he is happy to stay on and is very interested in the possibility of holding the outreach responsibilities. Graham will remain as a member until 2026. It was agreed that members' roles and responsibilities will be discussed at a later Executive Committee meeting.

Nick added that he has been in touch with Tom to check in and enquire why he hasn't attended recent meetings. He added that Tom has been in Antarctica on research and has been unable to attend as a result. He reiterated his desire to remain on the Committee.

6. ITEMS FOR DISCUSSION

- ***TeachEarth Launch***

TeachEarth was originally launched at the AGM in November. The AGM had a low attendance and due to technical difficulties, they were unable to record the event. This has led to the decision to hold a virtual launch on the 29th of March. Some advertising will be scheduled to raise awareness. They hope to record the event so others interested can view at a later date. Dave added that he will circulate an email but will hold off until the next non-strike day, the 23rd.

DH

- ***Degree apprenticeship update***

The Geoscience degree apprenticeship is progressing well. The submission to the Institute of Apprenticeships was approved in January. This allows the working group to develop the standard, mapping the skills, behaviours and knowledge onto the duties. They hope to be in a position to submit this in June although Nick thinks that the September round is more likely. Approval could be granted in early 2024.

- ***November meeting***

Members wondered if it would be helpful to invite people or organisations that have been successful in their attempts to interact with government. This would be quite beneficial in gaining an understanding of the policy landscape. Nick stated that he will get in touch with the CMA and get their advice. Nick added that he will try to summarize members views on this potential topic for the November meeting and will circulate a draft to members for comment and suggest potential attendees to invite.

NK

NK

- ***Collaborations***

Sian has invited the Energy Transition Centre for Masters' Training to attend the virtual TeachEarth event. She hopes this will allow them to discuss how both organisations can work together.

- ***Raising awareness of UGUK activity: Article/information for Geoscientist***

Sian suggested that writing an article for Geoscientist summarising what UGUK does and its aims may be a worthwhile task. Advertising the TeachEarth platform would be beneficial in the article was suggested as it could be used as a call for resources. Graham offered to help write the article although he doesn't have much availability before Easter fieldtrips. Nick added that he will talk with Sian to discuss her thoughts on how she saw this progressing.

***GM
NK***

Times Higher Education was suggested as an alternative to Geoscientist given its reach. Another suggestion was to target the career advisor association. Graham will identify the specific organisation that should be contacted.

GM

7. REPORT FROM JOINT HIGHER EDUCATION COMMITTEE (JHEC)

Nick provided an overview of the main discussion points from the meeting held earlier in the day.

- The new Director of Science & Engagement attended for the first time since her appointment in January.
- GEON has been shelved for the time being as there are GDPR and safeguarding issues that need to be resolved.
- The University Champions scheme has been reviewed and an expanded version will be launched for the beginning of the 2023/24 academic year.
- The Society purchased two datasets from HESA and UCAS and would like members to get in touch with George to suggest possible items/areas to cover in the report that is being developed. George listed the sections within the dataset, they include:
 - HE provider,
 - sex,
 - age,
 - ethnicity,
 - disability marker,
 - school state marker,
 - socio-economic classification,
 - parental education,
 - POLAR4 and IMD quintiles.

Mark agreed to share the student data he has with Nick who can then send it to Phoebe as requested at the Joint Higher Education Committee meeting.

MA, NK

Business cards with QR codes highlighting the Society's career advice webpages were mentioned at JHEC. The Society offered to provide UGUK with some. George agreed to see if there was any advertising text available to use for when they plan to showcase them at events.

GJ

Nick informed members that the Society has asked whether a University Geoscience UK representative would be willing to join their Education Committee. Amanda stated that she would be happy to be the representative. Nick will inform Phoebe.

NK

8. REPORT FROM THE CHAIR (*Not covered previously*)

There were no further items to include.

9. REPORT FROM THE EXECUTIVE SECRETARY (*Not covered previously*)

There were no further items to include.

10. REPORT FROM THE TREASURER

Mark informed members that the balance stands at £2523. This was down due to the costs of holding the AGM at the BGS. £450 has been received so far in membership fees. 4 departments have paid, 9 others contacted while 24 haven't established contact. Mark added that he will try to think of how best to improve relationships with these departments.

MA

11. REPORTS FROM OTHER MEMBERS OF EXECUTIVE (*not previously covered*)

Members raised no additional items.

12. ANY OTHER BUSINESS

To help improve links between the wider geoscience community, it was suggested to invite BGS on to the Joint Higher Education Committee. George will look into this.

GJ

Arranging a meeting to discuss the major issues impacting the community was suggested. Nick stated that he would be in touch with members and circulate potential dates, ideally before Easter.

NK

13. DATES OF FUTURE MEETINGS

The following dates were set, with meetings to start at 13:30:

- 7 June 2023
- 15 November 2023
- 13 March 2024
- 5 June 2024
- 13 November 2024

EXECUTIVE COMMITTEE - ACTION LIST

Item	Title	Action	For when	By whom
4.	<i>November meeting and AGM</i>	Enquire with Megan RE: guidance / suggestions on lobbying.	<i>June</i>	<i>GJ</i>
4.	<i>UGUK Fieldwork code of conduct</i>	Lead on setting up a working group to oversee this project in the new year.	<i>June</i>	<i>RW</i>
5.	<i>Membership</i>	Members' roles and responsibilities to be discussed at next meeting.	<i>June</i>	<i>NK</i>
6.	<i>TeachEarth launch</i>	Circulate an email to the wider membership advertising the virtual launch		<i>DH</i>
6.	<i>November meeting</i>	Seek advise of CMA on improving policy links	<i>June</i>	<i>NK</i>
6.	<i>November meeting</i>	Circulate email to members with potential people and organisations to consider inviting	<i>June</i>	<i>NK</i>
6.	<i>Raising awareness of UGUK activity</i>	Discuss the aims of a potential Geoscientist article with Sian		<i>NK, GM</i>
6.	<i>Raising awareness of UGUK activity</i>	Identify correct career guidance organisation to contact.	<i>June</i>	<i>GM</i>
7.	<i>Joint Higher Education Committee Report</i>	Share student demographic data with Nick who will send on to Phoebe (GSL)	<i>June</i>	<i>MA, NK</i>
7.	<i>Joint Higher Education Committee Report</i>	Find out if there is any advertising text to accompany the QR code careers pathways cards	<i>June</i>	<i>GJ</i>
7.	<i>Joint Higher Education Committee Report</i>	Inform Phoebe (GSL) that Amanda will represent UGUK on the GSL Education Committee	<i>June</i>	<i>NK</i>
8.	<i>Treasurer Report</i>	Consider ways to improve communication with 'dormant' departments		<i>MA</i>
12.	<i>Any other Business</i>	Approach BGS to invite on to JHEC	<i>June</i>	<i>GJ</i>
12.	<i>Any other Business</i>	Circulate potential dates to members to arrange meeting to discuss possible themes for November.		<i>NK</i>