

EXECUTIVE COMMITTEE MEETING

Minutes of the meeting held at 13:30 pm on Wednesday 10 March 2022 via Zoom

Present: Nick Koor, Sian Davies-Vollum, Rebecca Williams, Pete Rowley, Mark Anderson, Graham McLeod, George Jameson (GSL)

Apologies: Pete Burgess, Tom Lees, Amanda Owen

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

Sian stated that she contacted Stewart Fishwick and will be discussing the possibility of him joining the Executive. She intends on covering the expectations of the research remit when they meet next week.

Mark Anderson is officially the new Treasurer. The handover has taken place and he has discussed the process of changing the bank account details with Barclays.

With Graham absent today, the decision was taken to keep action item 6 on the list in order to discuss at the next meeting of the Executive in June.

5. MEMBERSHIP

The current membership information on the Society's website requires updating and highlights the current employability remit vacancy. It was suggested that Graham might be a good option to approach should he not be able to take on the role of Executive Secretary when it becomes available.

Nick plans to send Sian the list he has and Sian will update it accordingly and send to George.

SDV

Another suggestion was to make better use of advertising vacancies via social media as many felt that currently the information circulated does not go beyond Heads of Departments.

The potential to establish a LinkedIn group would be discussed later in the meeting.

The Committee agreed that there is a need to appoint at least one new member.

6. TIME FOR GEOGRAPHY PRESENTATION

Rob Parker, founder of Time for Geography, attended the meeting to highlight how UGUK joining as a partner would be beneficial for the Earth science community. This presentation arose from conversations with Nick, Rebecca and Rob concerning student pipeline issues.

Rob provided an overview of the organisation and highlighted that they work with over 30 UK university partners and that their audience reaches into the millions of engagements each year.

They produce BBC bite size styled videos aimed at school and university audiences, which allow their partners to advertise and raise awareness of their offerings to prospective students. This advertising revenue acts as the funding model for the organisation. They also send geoscientists to visit schools to highlight and promote the science.

Time for Geography would like UGUK to become a partner, which could act as a conduit into university departments. They are not looking for a financial commitment. This was recognised as a potentially powerful opportunity to align and achieve both organisations strategic goals.

Usage metrics are sent to partners annually however it is difficult to fully measure its impact on the student pipeline although teachers seem to be extremely happy as well as the Royal Geographical Society.

A number of potential activities were discussed as potential future projects. These included carrying out research on the student pipeline, building links with industries and sectors.

Rob stated that he would like to develop some advertising information for UGUK to disseminate throughout its network of HODs in university departments and with senior leaders in industry if possible. UGUK agreed to this proposal. Nick will ask The Chair of the Degree Apprenticeship Working Group to share with the industry representatives involved.

NK

7. UPDATES

i. Critical Minerals Association

Peter Rowley drew attention to the Critical Minerals Association, which are a lobby group for the sector who have developed good relations with direct links in to government. Nick and Sian had a meeting with the association recently, highlighting the pipeline issues affecting the sector. They hope to build on this relationship.

ii. Website / Outreach

Pete is working on the determining the best approach to take on how to structure the new website. A skeleton of how the site may look has been created and some information and resources have been placed on to it. He pointed out that it requires some work, tweaking and formatting etc. He hopes that by Easter there will be enough content to be able to share with others for their thoughts.

He added that they may need to consider purchasing some storage data capacity from google. This would allow for 1-2 terabytes ensuring room for more resources, videos etc. to be placed on the site. Although, he added that this is not an immediate issue, something to think about in the future.

Nick drew attention to the fact that UGUK have some pages on the Society's website and canvassed members on their thoughts on whether or not this should remain or focus solely on the new site. Members thought having a presence on both was beneficial.

iii. Social Media

Rebecca requested to obtain the log in details for the UGUK Twitter account. Graham stated that he would send Rebecca those details.

Pete added that he is looking in to the possibility of setting up a UGUK LinkedIn account.

PR

It was agreed that log in details for all of the social media accounts should be placed somewhere on the Google Drive.

All

iv. Degree Apprenticeship

Nick informed members that Paul Roberts was appointed as the Chair of the working group and there are 2 co-chairs in place. Industry partners span across the geoscience sectors. Although, he pointed out that oil and gas are not currently involved.

The group aim to submit the necessary documentation for initial approval in May with the hope that everything will be in place by the end of the year. If this goes according to plan, the apprenticeships could be offered in the 2024 academic year.

v. Equality, Diversity and Inclusion

Rebecca highlighted the successful EDI webinars that took place in January and February. These focused on the topics of fieldwork and anti-racism. Rebecca conducted surveys during these webinars asking attendees to highlight or suggest topics they would like to see covered in the future.

The audiences have been quite wide ranging although there was an expectation that more HOD's would attend. It is hoped that this will improve in time.

Rebecca stated that decolonizing is set as the next theme topic to be covered. This was originally scheduled to take place in March although that looks unlikely now due to union action during the lead up. She plans to rearrange to a date that is more favourable to everybody.

Rebecca listed a number of topics that she hopes to cover in this series. These included; sustainability, virtual field courses, geo-ethics, inclusive curriculum, working with international/overseas partners. She added that she is open to member's suggestions for topics.

Rebecca added that she still needs to put together the past webinar resources to be placed on the website.

RW

A suggestion was made to highlight the lack of attendance from those in leadership positions at the AGM in November.

All

vi. *British Geological Survey / Natural History Museum MOU*

Nick informed members that the British Geological Survey and the Natural History Museum have signed a memorandum of understanding (MoU) called Research Partnership for the Future. This will involve establishing a geoscience discovery partnership and will see an outreach space created at the Natural History Museum's premises. Nick will share the email detailing this with members.

NK

vii. *Fieldwork Codes of Conduct*

It was queried whether it would be a good idea to collate all codes of practice relating to fieldwork and place them on the new website. This may be quite difficult to do. It was suggested that a skeletal version could be developed that would help others when designing their own.

Rebecca stated that she may be doing something similar to this with Advance-Geo during the summer.

Nick added that he would circulate an email to members asking if they would be willing to share theirs. He intends on developing an annual bulletin to share UGUK related progress to members. He hopes to have a version ready for circulation in July which will include this request.

NK

viii. *Joint Higher Education Committee*

Sian briefly updated members on the main discussion points from the JHEC meeting earlier in the day. Topics included the Society intends on purchasing student demographic data from HESA, The Society intend on creating a report on student workforce data. She added that the Benchmarking Statement is set to be launched on 31 March and highlighted Geoweeek, which is taking place in May.

ix. *Treasurer Update*

Mark informed members that the bank balance remains unchanged since November and stands at £2805. He hopes to circulate the remaining invoices by Easter.

MA

x. *Future meeting themes*

A suggestion was made wondering if it would be a good idea to hold a thematic meeting in June for the broader membership. It was agreed that it would be best to wait until November as the EDI workshops seem to be good way of engaging with the wider membership.

It was agreed that a meeting should be organised to help develop the agenda and content for the November thematic meeting. One suggestion called for it to focus on teachers and could coincide well with the launch of the geology signposting resources. Degree apprenticeships could be included in this too. Members will also look into the possibility of holding the November meeting in person.

8. ANY OTHER BUSINESS

There were no other items identified for discussion.

9. DATE OF NEXT MEETING

The following date was set, with the meeting to start at 13:30:

- 8 June 2022
- 16 November 2022

EXECUTIVE COMMITTEE - ACTION LIST

Item	Title	Action	For when	By whom
4.	Actions form previous meeting	Website and Outreach Update - Report back on findings from Yorkshire region HE Advisors	<i>June</i>	<i>GM</i>
5.	Membership	Send updated membership list for website upload	<i>June</i>	<i>SDV</i>
6.	Time for Geography presentation	Circulate information with industry reps involved in the degree apprenticeship project	<i>June</i>	<i>NK</i>
7. iii	Social Media	Share social media log in details in Google Drive	<i>June</i>	<i>All</i>
7. iii	Social Media	Create a University Geoscience UK LinkedIn account	<i>June</i>	<i>PR</i>
7. v.	Equality, Diversity and Inclusion	Upload webinar resources to website	<i>June</i>	<i>RW</i>
7. v.	Equality, Diversity and Inclusion	Encourage more HOD's to attend EDI Webinars at AGM	<i>Nov</i>	<i>All</i>
7. vi.	BGS / NHM MoU	Share email detailing the MOU	<i>June</i>	<i>NK</i>
7. vii.	Fieldwork Codes of Conduct	Request University departments to share their Codes of Conduct	<i>June</i>	<i>NK</i>
7. ix.	Treasurer Report	Send out remaining invoice reminders	<i>June</i>	<i>MA</i>