

## EXECUTIVE COMMITTEE MEETING

Minutes of the meeting held at 14:00 pm on Wednesday 16 November 2022 via Zoom

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Present: Nick Koor, Sian Davies-Vollum, Rebecca Williams, Pete Rowley, Mark Anderson, Amanda Owen, Stewart Fishwick, George Jameson (GSL)

Apologies: Graham McLeod, Tom Lees

### *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 the membership list has been updated on the website. She added that the wider membership still requires reviewing.

Mark informed members that he was in touch with Rob who is happy to collaborate with UGUK in developing a fieldwork code of conduct. The next step would be to develop a draft.

Nick uploaded the CMA report to the shared Google Drive.

All other items on the action list were ticked off although George needs to investigate the % of state schools involved in the GEA.

#### **5. MEMBERSHIP**

Amanda is now back and will be taking on responsibility for the early career / undergraduate remit. It was agreed that the role could benefit from a review in order to update the criteria and maximise its utility.

With the move into this remit, there is now a general member vacancy on the Executive. Some members suggested inviting someone who may be familiar with the group while others wondered if they should reach out to someone in the early career stage.

Sian informed members that she is set to leave the University of Derby and will be joining the University of Northampton in January. As a result, she has enquired

with a colleague to gauge their interest and intends to report back when she receives an answer.

She added that she is very happy to remain engaged with UGUK but not as the Executive Secretary given her new role at Northampton, which isn't a traditional geology department. Members pointed out that many geologists work at non-traditionally geology institutions so do not see any issues.

Graham has been earmarked as Sian's successor although it was agreed that this should be discussed with Graham to see if he remains interested.

## **6. ITEMS FOR DISCUSSION**

### **i. *GSL/UGUK Strategy***

- ***Collaborations (Time for Geography, Critical Minerals Association)***

Nick outlined collaborations with other organisations. Time for Geography were invited to, and presented at a previous UGUK meeting. He canvassed Trailblazer Group members to see if they would be interested in sponsoring content development. He's unsure on the uptake of this proposal but has noticed a lot of videos being produced in recent months.

Nick contributed to the Critical Minerals Association's report which was presented to government. This was very well received. He added that he must get in touch with them to see how this is progressing.

- ***Website and outreach update***

The new website is up and running. The submission form is in place allowing people to upload resources. The plan is to launch the website at the AGM tomorrow and begin publicising it throughout the wider community. It is hoped that it will be ready for teachers to use by Easter. The name of the site may require renaming as this would make it more user accessible and search engine friendly.

While discussing the most effective ways to communicate its launch to teachers, members wondered if a TES article would be helpful as this is one of the most popular teaching related sites in the UK.

Pete has been in touch with a number of teachers in order for them to look over and review the site. Although more resources need to be uploaded before this can happen.

- ***Degree apprenticeship update***

The documentation was submitted to the Institute of Apprenticeships on 2<sup>nd</sup> of November. Once approved, the next step will be to write up the standards, end-point assessment, finances etc. The 2024/25 academic year is when the degree apprenticeship is expected to go live.

- ***EDI meetings and update***

EDI focused workshops organised by Rebecca took place at the beginning of the year, with one in January and another in February. Unfortunately, it became more difficult to organise further webinars due to strikes etc. Plans are in place to renew these early in the new year. Rebecca listed decolonising the curriculum, virtual fieldwork and Geo-ethics as upcoming subject themes.

- ii. ***November meeting and AGM***

This year's AGM is set to be an in person event which is being held at BGS Keyworth. The morning session is set to focus on launching the new website. All of the presentations are being recorded.

Members were asked to raise any topics they wish to see included at tomorrow's AGM.

Lobbying government was suggested as a topic. Following a meeting with the Exploration Taskforce, Nick wondered whether there is scope for a sector wide lobbying group. Nick added that he may get in touch with the CMA for advice.

Some form of training on how government select committees work was also suggested. This could help UGUK know how best to interact with them.

George will discuss this with the Society's Head of Policy & Communications to see if the Society can provide guidance on lobbying.

***GJ***

Another suggestion wondered if UGUK could create a working group to develop a report showcasing how essential Earth science is in the UK. Stewart stated that he would be willing to lead on this. It was agreed that a discussion on this topic would be beneficial at tomorrow's meeting.

***SF***

- iii. ***UGUK Fieldwork code of conduct***

Mark stated that he had circulated a draft code which was co-developed by the Society. Although, this is a little dated now and requires the addition of topics such as EDI.

Mark added that there are two realistic options to choose from; either incorporate new themes/topics needed or to start from scratch. Members felt that beginning once again would be the best option. Rebecca volunteered to look into setting up a working group to oversee this project in the new year.

***RW***

## **7. REPORT FROM JOINT HIGHER EDUCATION COMMITTEE (JHEC)**

Sian provided a brief overview of the topics discussed at the Joint Higher Education Committee meeting earlier today. GeoWeek is set to take place 27 May – 4 June 2023, planning is now underway. The Society has appointed a new CEO and Director of Science and Engagement. The Society has also purchased two data sets from HESA and plan to produce reports, which will live on their website.

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

Nick took this opportunity to share an image a graphic depicting undergraduate numbers entering Earth science in recent years. Numbers seem to have plateaued. Members pointed out the career and open days have become busier in recent times with more attendees, which is a promising sign.

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

Sian did not have any additional items to flag with members.

## **10. REPORT FROM THE TREASURER**

Mark provided members with a summary of UGUK's current finances. The account balance stands at £2546 following the payment for website hosting fees. Mark pointed out the last two rounds of invoicing were never circulated to members. This amounts to c. £10,000. The next round of invoicing is set to take place in early January. Members agreed not to increase the annual fee for next year.

Sian added that she hopes to compare her membership list with the transaction spreadsheet in order to ensure it is up to date. Mark will send Sian the transaction list.

**MA**

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

Members raised no additional items.

## **12. DATES, FORMAT AND THEMES FOR FUTURE MEETINGS AND PROJECTS**

## **13. ANY OTHER BUSINESS**

Attendees at tomorrow's AGM would be encouraged to make suggestions on themes and locations for the following year's AGM.

### **DATE OF NEXT MEETING**

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

- 15 March 2023
- 7 June 2023
- 15 November 2023

## EXECUTIVE COMMITTEE - ACTION LIST

Item	Title	Action	For when	By whom
<b>6. ii.</b>	<i>November meeting and AGM</i>	Enquire with Megan RE: guidance / suggestions on lobbying	<i>March</i>	<i>GJ</i>
<b>6. ii.</b>	<i>November meeting and AGM</i>	Create working group to develop a report highlighting importance of Earth science.	<i>March</i>	<i>SF</i>
<b>6. iii.</b>	<i>UGUK Fieldwork code of conduct</i>	Lead on setting up a working group to oversee this project in the new year	<i>March</i>	<i>RW</i>
<b>10.</b>	<i>Report From The Treasurer</i>	Send Sian the transaction list to help with updating membership details		<i>MA</i>