

EXECUTIVE COMMITTEE MEETING

Minutes of the meeting held at 13:30 on 17 November 2021 via Zoom

Present: Nick Koor (Chair), Sian Davies-Vollum (Executive Secretary), Peter Burgess, Tom Lees, Graham McLeod, Amanda Owen, Pete Rowley, Rebecca Williams

In attendance: George Jameson (Geological Society)

	<i>Actions</i>
1. DECLARATIONS OF INTERESTS	
There were no declarations of interest.	
2. APOLOGIES	
Apologies as set out above were noted.	
3. MINUTES OF LAST MEETING	
The minutes were approved.	
4. ACTIONS FROM PREVIOUS EXECUTIVE MEETING	
It was highlighted that the positions vacated by Andy and Kevin remain unfilled.	
Tom has taken on the responsibility of the PhD remit.	
It was pointed out that the EDI remit should now be assigned to Rebecca which leaves employability free.	
5. MEMBERSHIP	
It was suggested that the current vacancies should be publicised at tomorrow's annual general meeting.	
Members were made aware that the Head of School at Leicester is interested in taking over the research role previously held by Andy. Sian intends on raising this with Stuart tomorrow.	SDV
Mark Anderson may be interested in the role of Treasurer once it is vacated by Kevin. Although, Nick needs to clarify this with Mark before confirming. Pete Burgess offered to help Nick in contacting Kevin. They intend on asking for an update on the organisations finances.	NK, PB
A change in Treasurer will require the change of signatories for accessing the UGUK bank account.	

Members wondered how many HOD's circulate UGUK emails within their departments. It was agreed that this would be asked at the AGM tomorrow.

6. UPDATES

Subject Benchmarking

Sian provided an overview of the talking points from the Joint Higher Education Committee meeting held earlier in the day.

She presented an overview of the new subject benchmarking exercise and requested feedback on the information covered. She hopes to be able to set out the ethos of the changes across the subjects while comparing with older versions. The document is in its final stages and it is set for publication in March 2022.

Sian drew attention to the new thematic additions to the new benchmark. These included EDI, employability, sustainability, reference to PGT programmes, an emphasis on field and lab skills and a deemphasise of mapping. The characteristics of an Earth Science degree is a new addition while there have also been changes to data collection, analysis and interpretation. Sian added the petroleum geology has been dropped.

Members expressed their satisfaction with the new version and welcome its arrival.

EDI Presentation

Rebecca presented on the topic of EDI, which she plans to present to the wider membership at tomorrow's AGM.

She highlighted the underrepresentation issues impacting the subject and drew attention to the historical exclusion feedback loop that continues. UGUK needs to rectify its lack of diverse role models and dispel myths such as negative career/employability perceptions, prohibitive costs and the relationship with the extractive industries.

UGUK needs to focus more effort on broadening participation and removing barriers to the science. An EDI statement has been developed and will detail the areas they hope to address.

Rebecca is currently building a publicly accessible bibliography of EDI related resources.

Rebecca proposed running a series of workshops with each one focusing on a particular EDI topic. It is hoped that they will begin on 20 January. Inclusive Fieldwork loos set to be the first topic to cover. Rebecca will approach those she would like to involve in the development of the workshop.

Accreditation Review

Sian stated that she is working closely with Mark Anderson to ensure that the QAA subject benchmarking and academic accreditation review are aligned. She drew attention to the appendix A which covers essential skills and appendix B which covers essential subject specific knowledge. Sian added that both appendices

have an associated matrix to help capture course content. The field work component will no longer be a mandatory requirement. The proposed changes are being put to Council which meets next week for approval.

Members asked if there is the possibility of being able to review the draft beforehand. It was agreed that the questions we would like to see addressed will be put to the membership at the AGM and these will be relayed to the Review panel. Members agreed to allocate time at tomorrow's meeting to focus solely on this topic.

Nick requested all recordings of previous meetings in order to collate them for UGUK's filing system. George will send Nick all the files he has.

GJ

Website and Outreach

Amanda and Pete informed members that they met with the Society to discuss the best way to share the geology curriculum project with the community. They suggested to do so on the Geoscience Education and Outreach Network although this doesn't seem like the best way forward.

It was suggested that it could live on multiple webpages in order to maximise its reach. It was pointed out that the developed material must be badged. The resources must be easily accessible if we want to ensure all audiences can use them. Links may not be enough.

Pete B and Pete R volunteered to create a webpage as a prototype with all of the materials mapped onto it. Members can decide on whether they are happy with that approach before going live. A meeting between Pete B, Pete R and Amanda will be arranged to discuss this.

**AO,
PB, PR**

Graham and Tom volunteered to help too. Graham intends on meeting with HE advisors to gather information on how they operate in the Yorkshire area. He will report back on this.

GM

Joint Higher Education Committee

Sian briefly listed the main topics of conversation during the JHEC meeting earlier in the day. They covered ESTA data, degree apprenticeships, subject benchmarking, the academic accreditation review as well as the need to acquire the latest enrolment data.

Degree Apprenticeships

Nick summarised progress on the development of a geology degree apprenticeship. An initial meeting took place in September and there are hopes to form a trailblazer group who would be responsible for its development. The original Chair stepped down which has hampered progress. He hopes that this doesn't lose momentum and is seeking a new Chair.

Nick presented to the Construction Industry Council via the GroundForum with the hope of establishing a working group to tackle the enrolment/recruitment issues. He remains hopeful that this may materialise in the near future.

Centre for Masters' Training in Energy Transition

The UK Centre for Masters' Training in Energy Transition was launched at COP26. A website and online courses have been developed. Nick shared the promotional video. Members were pleased with the initiative although many expressed their concern that it may not be as wide reaching as it could have been.

7. ANY OTHER BUSINESS

There were no additional items raised under this section.

8. DATES OF NEXT MEETING

The following dates have been set:

- 10 March 2022
- 8 June 2022 (TBC)
- 16 November 2022

EXECUTIVE COMMITTEE - ACTION LIST

Item	Title	Action	For when	By whom
5	Membership	Discuss Head of School at Leicester joining the Executive	Nov	SDV
5	Membership	Contact Kevin to discuss Treasurer role + request finance update		NK, PB
6.	EDI Update	Scope potential for monthly EDI webinars		RW
6.		Send all meeting recordings to Nick for archiving		GJ
6.	Website and Outreach Update	Arrange meeting to discuss webpage to host resources		AO, PB, PR
6.	Website and Outreach Update	Report back on findings from Yorkshire region HE Advisors		GM