

EXECUTIVE COMMITTEE MEETING

Minutes of the meeting held at 13:30 pm on Wednesday 7 June 2023 via Zoom

Present: Nick Koor, Dave Healy, Mark Anderson, Amanda Owen, Rebecca Williams, Pete Rowley, George Jameson (GSL)

Apologies: Stewart Fishwick, Tom Lees, Graham McLeod

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 informed members that Tom Lees has resigned his position within the Executive membership. He will be removed from the mailing list.

It was agreed that it would be worthwhile to organise a meeting with GSL to discuss ways to help with UGUK's ambitions to begin effectively lobbying on behalf of the university geoscience community. This could be like the Society's policy workshop given at the recent EGU. Many felt that this meeting should take place in advance of the AGM.

Amanda queried whether she has been added to the GSL Education Committee. George will investigate.

GJ

A BGS representative is yet to be invited on to the Joint Higher Education Committee.

GJ

5. MEMBERSHIP

Nick reiterated that Tom Lees has stepped down and put the question of whether they should look for a replacement to the Executive. Members agreed that a replacement should represent the early career community. Nick will develop a job description for the position.

NK

Sian queried whether her new role in a non-geology department would impact her involvement. Members didn't think so. Nick pointed out that he will be stepping down in November later this year. He added that he will remain on the

committee for an additional year to help with continuity. There is a need, now, to begin looking for a new Vice Chair.

6. ITEMS FOR DISCUSSION

- ***Student enrolment & training – focus on policy makers – AGM planning***

Members took this opportunity to discuss preparation for the AGM given that all other activities seem to be progressing well. It was agreed that there is a need to capture key policy aims and use this time to identify progress towards what this would look like. Developing a policy document is seen as a requirement, refining their thoughts into succinct overarching goals. They are unsure whether this should be in the form of a white paper or a briefing note.

It was agreed that finding a receptive audience should be the key first step. Other components members felt should be covered included the university perspective, contribution to UK PLC and highlighting issues that will negatively impact. It may be the case that different versions of the white paper/briefing not may be developed for specific audiences.

On the proposed policy workshop, it was suggested that they should invite Lord Norton and BGS NI's Marie Cowan.

It was agreed that the Executive should proceed with organising a policy workshop in advance of the AGM. This will help to determine and attribute actions at the AGM.

George will talk to Megan and arrange a chat between both parties while Dave will invite Marie Cowan and Rebecca will invite Lord Norton. They hope to hold this in late August / early September.

***DH,
RW, GJ***

It was suggested that the AGM could be held in Manchester. Dave will investigate this.

DH

- ***EDI update***

Rebecca hopes to pick up the development of the field code soon. She plans to hold a full-day EDI seminar at BGS offices in Nottingham over the summer.

- ***Degree apprenticeship update***

This item has progressed significantly. A meeting was held yesterday on the development of the draft standard as well as the end point assessment. Nick added that both documents are virtually complete. They are now out for consultation with submission looking set for July 5th.

The outstanding action is to develop the financial statement to properly cost the apprenticeship. Nick stated that they have a meeting with the Institute for Apprenticeships and Technical Education to discuss this in detail and hopefully kickstart the process.

The hope remains for submission to happen in early July. This will allow the apprenticeship to be ready for the 2024 academic year.

- **Accounts & payments**

Mark stated that the balance remains the same as the last update in March. The only new income received was £300 from Aberdeen. The balance stands at c. £2823.

Mark added that the ability to receive credit card payments should be granted soon.

- ***TeachEarth naming issue and relaunch feedback***

Pete informed members that there have been c. 100 entries on to the new website. There are plans for an undergraduate to intern over the summer to help with designing teaching materials. Pete intends on reaching out to GSL staff to help advise on how best to advertise the website.

7. REPORT FROM JOINT HIGHER EDUCATION COMMITTEE (JHEC)

At the JHEC meeting earlier a representative of the Digital Geoscience Conference organisers who spoke about ways to potentially improve data literacy in the undergraduate population.

The school ambassadors' scheme is progressing well. There is even scope for expansion soon, with growth outside of London.

George reported on the current work on developing an EDIA focused report from data acquired from HESA.

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

All items were covered elsewhere.

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

All items were covered elsewhere.

10. REPORT FROM THE TREASURER

All items were covered elsewhere.

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

Members raised no additional items.

12. ANY OTHER BUSINESS

Members raised no additional items.

13. DATES OF FUTURE MEETINGS

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

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

EXECUTIVE COMMITTEE - ACTION LIST

| Item | Title | Action | For when | By whom |
|-----------|-----------------------------------|--------------------------------------------------------------------------------------------------------------|-------------|-------------------------------------|
| | | | | |
| 4. | ACTIONS FROM THE PREVIOUS MEETING | Confirm Amanda's email address is included on Education Committee mailing list | <i>Nov</i> | <i>GJ</i> |
| 4. | ACTIONS FROM THE PREVIOUS MEETING | Invite BGS rep on to the Joint Higher Education Committee. | <i>Nov</i> | <i>GJ</i> |
| 5. | MEMBERSHIP | Develop a job description for the vacant early career position | <i>Nov</i> | <i>NK</i> |
| 6. | ITEMS FOR DISCUSSION | Arrange a policy meeting between GSL and UGUK Dave to invite Marie Cowan Rebecca to invite Lord Norton | <i>Sept</i> | <i>GJ</i> <i>DH</i> <i>RW</i> |
| 6. | ITEMS FOR DISCUSSION | Investigate whether AGM can be held in Manchester | <i>Nov</i> | <i>DH</i> |