Minutes of the BCS L&D SG Committee Meeting
Held on Monday, February 27th 2017
Via GoToMeeting @ 19:00

Agenda

1) Welcome and apologies (Kevin)

2) To approve the minutes of previous meeting (ALL)

3) Financial Update (Mark)

4) Co-opting new committee members - Neil Lasher and Karen Howard (Kevin)

5) Learning Technologies feedback (Michelle)

6) Events schedule (March - August 2017) (Kevin)

7) Membership report (Ismini)

8) Any other business

9) Date of next meeting (20th March)

Minutes

1. Attendees

	Action by
Present: Kevin Streater, Michelle Kaye, Mark Palmer, Gary Thornton	
Apologies received: from: Marwan Elnaghi, Ken Gaines, Bruce Nicholls	
There is a follow up action required with Lakmal and Denise to see if they wish to remain on the committee	KS

2. Minutes of previous meeting:

	Action by
The previous meeting was the AGM, minutes and presentation are on the website	
The minutes were approved	

3. Finance update

	Action by
Mark informed us that the account for the Learning Technologies 2017 exhibition had all been paid but that there were a couple of committee members who still hadn't submitted expenses yet.	
Mark said that the SG had approximately £4k left, which is in line with forecasts.	

Kevin said that SFIA Foundation were interested in sharing a stand at the event next year and that he would keep us updated on progress.	KS
Mark suggested that the SG should start working on next year's budget application in the next 2-3 weeks so that it could possibly be discussed with BCS at the SG Convention.	All

4. New committee members

	Action by
Kevin informed us that he has had initial discussions with two potential new members for the committee	
Karen Howard, FBCS, is a L&D focused person with a history of SFIA who works for Capita	
Neil Lasher, MBCS, was with the LPI advisory board, is well connected and active in IT training and has some interesting opinions	
The committee agreed that Kevin should continue discussions and see where they lead. Kevin will update Mandy Bauer when appropriate and get them added to the ittcom list.	KS

5. Learning Technologies

	Action by
Michelle informed us that the event had gone well, with a better 'hit rate' than last year. This demonstrates that the volunteers who man the stand are learning each time.	
The Learning Style' tick survey worked very well in attracting people to the stand so we could engage them in conversation. We got 118 real people who gave their details for a follow up. 57 of these expressed an interest in BCS membership. Details have been passed to BCS.	
The 'tick survey' asked the question "How do you like to learn" and 3 choices were allowed. The results were: • Virtual learning – 53 • Classroom – 60 • Practice – 73 • Read books – 77 • Ask colleagues/friends – 91 • Google (other search engines are available!) - 120	
The prize draw also went ok, with 39 cards received. There is one prize left unclaimed so it will go into next year's pot	
There were a few lessons learnt for next year: • We had too much paperwork • We need a better backdrop. There is a BCS banner for L&D SG which we will try to track down • The stand needs a bigger table than the little round on provided • A suggestion that we get L&D cards with QR codes rather than boxes	All

of paperwork to hand out • A suggestion that we run the survey again, possibly showing the comparison with this year, possibly using some physical method (e.g.counters and vases) rather than pen & paper. • A suggestion that we ask someone from BCS Membership to man the stand with us	

6. Events schedule

	Action by
Kevin had circulated a suggested schedule prior to the meeting and this was discussed in some detail and approved.	
Key actions arising from the schedule are listed below:	

Month	Event	Actions
March	**BCS Berkshire - joint event**	KS to be guest speaker
April	Exploring the live online classroom 1 in a series of 3LPI hosted webinars presented by Michelle Parish	Michelle Kaye is trained on this! All SG committee to get sorted and active on publicising the event and booking through BCS to be arranged
May	BCS Kent joint event Apprenticeships – what's all the fuss about?	KS to be guest speaker. Committee to update our presentation based on current knowledge
May	Exploring designing online learning 1 in a series of 3LPI hosted webinars presented by Michelle Parish	Michelle Kaye is trained on this! All SG committee to get sorted and active on publicising the event and booking through BCS to be arranged
June	SFIA Update – the path to SFIA7 Presented by Ian Seward	Webinar (BCS GoToMeeting) to set up and publicise
July	7 steps to becoming a digital learning pioneer Presented by David James,	TBC
August	Learn Appeal Presented by Leslie Price	Webinar (BCS GoToMeeting) to set up and publicise

7. Membership report

	Action by
There was no report this month	

8. Any other business

	Action by
Michelle asked whether she could now safely dispose of the cards collected	MK

at Learning Technologies. This was agreed,	

9. DT&P of next meeting

	Action by
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