

**Minutes of the BCS L&D SG Committee Meeting
Held on Monday 17th August 2020
GoToMeeting @19:00**

Agenda

- 1) Welcome and apologies (Kevin)
- 2) Minutes of previous meeting (ALL)
- 3) Matters Arising
- 4) Finance Update (Mark)
- 5) Events Schedule
- 6) Membership report (Gary)
- 7) Inclusion and Diversity (Ismini)
- 8) Any other business
- 9) Date of next meeting (21st September 2020)

Minutes

1. Attendees

	Action by
Present: Kevin Streater, Michelle Kaye, Mark Palmer, Adil Fathilrahman, Ken Gaines, Gary Thornton	
Apologies: Ismini Vasileiou, Charles Ryder	

2. Minutes of previous meeting:

	Action by
The minutes were read and approved	GT

3. Matters arising:

	Action by
'How to use online/remote proctoring in line with GDPR' took place on 21st July. There were 39 live attendees	None

4. Finance update

	Action by
We have not spent anything and are waiting for the year end report	MP
We have had no notification about the 20/21 budget yet. Budgets should be in line with previous years	MP

5. Events schedule

		Action by
Rest of the year	We continue to look at more webinars now that physical meetings are on hold. The webinars will be for 1 hour, either 6-7pm or 7-8pm.	All
Aug	Mark is doing a joint event with Wiltshire Branch, 18 th August 30 people showing on booking list It should be recorded and we will put a link to it	MP
Aug	Ian Seward from the SFIA Foundation will present on 'SFIA – what's new in v7 and process for v8 updates'. 25 th August.	KS MK
Sep	Dawn is out of the office but has confirmed she will do her session about "sight accessibility". Date 23 rd September.	DH MK
Oct	T-Levels with Rebecca George for the AGM. 27 th October at 7PM. Gary will put the slides together, Kevin will send link to the new presentation template. We had a general discussion on the current state of T-Levels and we need to have some seed questions ready for the AGM.	KS GT All
Nov	Suggested topic 'How a training organisation has adapted in the wake of Covid'. This will be followed up in the next couple of weeks.	MP
Nov	Dawn - eSports, she's a member of Digital Schoolhouse - Not just the gaming, but the career and soft-skills that are involved.	DH
Dec or Jan	Kevin webinar on writing apprenticeship standards. Date to be confirmed later but this could be rolled over to next January.	KS

6. Membership report

	Action by
Latest figures from BCS show 642 on Catalyst and 583 on Salesforce. According to Salesforce the SG has had 35 new members in the last 12 months and 59 people have left. Total membership is therefore reported as 583+642=1235	GT

7. Equality, Inclusion & Diversity

	Action by
The committee believes that we are demonstrating good practice in this area.	All

<p>L&D SG is international and has members from different countries and ethnic groups. We ensure, as far as possible, that dietary requirements are met at meetings.</p> <p>We ensure disabled access to meetings.</p> <p>We are having good discussions around running events focusing on diversity and disabilities with the Dawn</p>	
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8. Any other business

	Action by
<p>Committee webpage modifications still required</p> <p>Charles, Ken, Dawn – bios required</p> <p>Sue to remove</p> <p>GT email to remove</p>	GT
<p>Michelle asked the committee to send personal emails so that she can get in touch if people are off work.</p>	All
<p>Online Conference – around September 2021</p> <p>We will discuss further next month</p>	All

9. DT&P of next meeting

	Action by
<p>Date 21st September at 7pm</p> <p>Somewhere in the cloud, more to follow.</p>	GT