

EXECUTIVE COMMITTEE

Minutes of the meeting held at 13:30 on 7 March 2018 at Burlington House

Present: Tim Minshull (Chair), Gordon Curry (Executive Secretary), Mark Anderson (Vice Chair), Peter Burgess, Sian Davies-Vollum, Gerald Roberts

Apologies: Andy Aplin, Kevin Taylor (Treasurer)

In attendance: George Jameson (Geological Society of London)

Actions

1. APOLOGIES FOR ABSENCE

Apologies as set out above were noted.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. IDENTIFICATION OF ITEMS OF ANY OTHER BUSINESS

a. *2018 Higher Education Network Annual Meeting (HEN)*

The University of Plymouth hosted this year's annual HEN meeting. The general theme of the event focused on graduate employability. It was well attended with around 35 representatives present.

b. *UNESCO Fieldwork Initiative*

Tim commented that University Geoscience UK are awaiting a response from UNESCO following their initial discussions.

c. *Employability Internship*

The results have been passed on to the Society's Education Manager, Judi Lakin. This will be covered in detail later in the agenda.

d. *GSL Accreditation Committee Review*

Sian has been allocated responsibility for this but there has not been any progress since the last UGUK meeting. The review of the degree accreditation scheme has been embedded in the Society's new business plan and is due to be completed by Q3 2019.

4. MINUTES OF THE LAST EXECUTIVE COMMITTEE MEETING

The minutes were approved.

5. MEMBERSHIP OF THE EXECUTIVE

Tim informed the committee that he intends to step down as Chair in May. Mark Anderson has been named as his successor. Gordon reported that he will be retiring in September, this will see him step down as University Geoscience UK's Executive Secretary. Gordon added that Sian might be willing to succeed him as Executive Secretary. However, a potential snag was identified, as the University of Derby do not have secretarial administrative support. This detail will need to be looked at further. Gordon mentioned that Margaret Jackson might be willing to carry on in her administrative role but he will need to enquire with her before confirming.

Tim pointed out that a Vice-Chair will need to be identified as well as having another member to attend the Joint Higher Education Committee meetings while the identification of a new Vice-Chair is carried out. The Executive agreed that it would be a good idea for Sian to attend the June meeting of the Joint Higher Education Committee if she is available.

A timescale of the 1st of June was earmarked for suggestions of potential Vice-Chairs, as it would be ideal for them to be in post before the June meeting. Gordon stated that he would circulate a notice to all members.

GC

6. REPORT FROM THE JOINT HIGHER EDUCATION COMMITTEE

Geoweeek

Gordon began by bringing Geoweeek to the committee's attention. He has yet to circulate an email advertising it because the website is not active. However, there is an alternative version on the BGS's website. The committee were pleased that the Society is keen to promote Geoweeek. Peter confirmed that he would get in touch with Chris King and enquire about the website issue.

PB

Internships

Gordon reported that the internship information has been uploaded onto the Society's Careers Portal. The Society has requested a number of specific job titles that are yet to be included on the portal. These included GIS, mud logger, geography teacher, renewable energy, nuclear research, post-doctoral research, young professors and PhD students excluding sedimentology. Gordon will circulate an email to the wider membership detailing this.

GC

GSL Head of Development

The Society announced at the JHEC meeting that it plans to appoint a Head of Development. Fundraising will be a key aspect of their job spec. With this in mind, the Society asked UGUK to provide them with information on how they would efficiently spend grants and bursaries to support both under and postgraduates. A number of areas were flagged; these included special fieldwork and teaching

equipment, DTP students for fieldwork, conferences and lab work, a hardship fund, and for potential expeditions.

New UGUK project to look into skills needed by Industry

Gordon began by stating that, currently, there seems to be a mismatch between recent graduate skills and what skills employers deem necessary. This potential project would be mutually beneficial to both UGUK and the Society but it was felt that UGUK should lead on it.

It was agreed that UGUK could commission an intern to undertake certain components of the project but the executive will need to identify the roles and responsibilities and map out the next steps. It was agreed that the project should, once completed, outline the specific skills employers seek when they are recruiting.

Gordon drew the committee's attention to the Canadian version of Chartership, which details over a five-year period what skills a graduate should be acquiring. This, it was agreed, would be a useful information base to begin with. This falls under Rebecca's remit but as she is on maternity leave, Sian will cover this in her absence.

A report produced by the Society in 2012 titled 'Geoscience skills needs of UK industry' was mentioned and could be a useful baseline document to use. Sian will contact Nic Bilham and ask for a pdf copy. Sian also added that the University of Derby have conducted a somewhat similar report. She intends to discuss this with colleagues in-house to gather how they structured their project.

SDV

It was agreed that a number of groups would be approached for their views and opinions. These included PESGB, Ground forum as well as specific Geological Society Committee members. Once the over-arching question has been sufficiently framed, it should make it easier for the committee when approaching representatives of external bodies.

Geological Society Business Plan

Gordon noted that the Society has produced a new business plan. A version was brought to the earlier meeting, which highlighted common areas of work that relate to the Society and UGUK. The Executive have been asked if they can identify contacts who may be suitable to be approached for certain Society activities. Gordon will circulate the document to the Executive.

GC

7. REPORT FROM THE CHAIR

Tim began by acknowledging that this will be the last meeting he will chair, as Mark Anderson will be taking over in May. A specific date will need to be decided.

The Future Science report remains an outstanding action. Tim noted that Marie Edmonds, the Society's Science Secretary, would now be assisting in its production. Given that Nic Bilham will be leaving the Society in June and Tim stepping down as Chair in May, this should act as an added motivation to have it concluded before their leaving dates.

Gordon raised the question of representation at the next meeting. He enquired with Sian to see if she would be available to attend the next meeting of the Joint Higher Education Committee. Sian is unsure if she will be available due to prior commitments.

Tim, in his role as Chair, represents UGUK on the BGS Advisory Committee. He explained that Mark would take over this responsibility. BGS are currently advertising for potential members for their newly established board. This will come into existence on 1 April 2018. The next meeting of the Advisory Committee will be taking place on 16 May. Tim and Mark plan to attend the meeting.

8. REPORT FROM THE EXECUTIVE SECRETARY

Gordon recalled that members had agreed to look into what Athena SWAN data respective institutions held, with the aim of potentially extracting data from it. It was agreed that institution level submissions would not be suitable to UGUK.

UCAS data seems to be more suitable but the Executive will need to establish a list of questions in order to gather a geoscience specific report. The Society intend to get in touch with UCAS and HESA to understand what is possible.

Mark recalled that CHUGD had access to HEIDI Plus and stated that he will enquire to see if the account is still active.

GSL

MA

9. REPORT FROM THE TREASURER

In Kevin's absence, Gordon briefly highlighted the financial health of UGUK. The balance on the account stands at £5405.40. Kevin is currently chasing those departments who have yet to pay their subscription fee.

10. REPORTS FROM OTHER MEMBERS OF THE EXECUTIVE

Video Competition

Peter informed the committee that the video competition is still ongoing but he has only received one response so far. Peter remains hopeful that over the coming months this will improve.

IAGD UK Chapter launch

Sian drew the committee's attention to the International Association for Geoscience Diversity establishing a UK Chapter, which will be known as Diversity in Geoscience UK (Dig-UK), and suggested that UGUK should connect with them.

It was agreed that UGUK would have at least one representative attend the launch event in June. Mark indicated that he would be happy to take up a liaison role initially. The details of the launch event will be circulated to the membership.

11. DATES, FORMAT AND THEMES FOR THE FUTURE MEETINGS AND PROJECTS

The committee discussed potential topics for its next thematic meeting. Gordon and Mark have discussed one possible theme concerning the future of UK

geoscience. Ian Stewart has been approached as a possible speaker. The group considered if any MP from the science related committees could be approached. The Ground Forum have a standing invite to the House of Commons Parliamentary and Scientific Committee and it was suggested to contact them for possible recommendations.

The committee would also like to have a representative from NERC attend given that they are major funders in the sector. The NERC representative would ideally be a senior official. Duncan Wingham and Tim Wheeler were both suggested. Lord Oxburgh and Alexander Halliday were also suggested as potential attendees/speakers to approach.

Following the HEN annual meeting a suggestion was made to invite Simon White (Global Atkins) and Froydis Cameron-Johansson (Anglo-American), both of which spoke at the HEN meeting. Gordon will be writing letters of invitation and has agreed to copy Sian into his correspondence.

GC

If the 'Future Science' report has been completed by then it was agreed that this meeting would be the ideal opportunity to launch it.

The dates have been fixed for the remaining 2018 meetings.

12. ANY OTHER BUSINESS

The committee expressed their gratitude to Tim and commended him for the rapid expansion of University Geoscience UK activities during his tenure.