

Committee Minutes

14 February 2017, 18.00

By Skype Conference Call

DRAFT

Present :

Colin Forrestal (Chair), Alistair Galt(Secretary) and Andrea Bradley

1.	Apologies	Action
	Lianne Birney, Rebecca Enlander (Treasurer), Chris Chinnock, Phoebe Olsen, Li Sou	
2.	Previous Minutes	
	These were accepted as correct but need full approval at next meeting.	
3.	Matter Arising from Previous minutes	
	<ul style="list-style-type: none"> • None 	
4.	Succession of Committee Officers	
	<ul style="list-style-type: none"> • CF's proposed wording for New Generation constitution to include formal 3 year terms for committee members, rather than "gentleman's agreement" currently in place. Only issue might be that CifA may not accept a change to the constitution. Motion carried. • CF to submit the proposed new wording with a letter of explanation to the CifA board. 	CF
5.	Priorities for 2016-2017	
	<ul style="list-style-type: none"> • Group Forum – LS's report accepted, other members of committee reminded that any committee member can go along and additional members at these meetings are appreciated. • Advisory Council – CC unable to attend meeting on Thursday 16th February. Only requirement is that attendees have to be minimum PCifA accreditation to attend. AB and CF will be there. • CifA Conference 2017- CF confirms that we are expected to be a presence at Newcastle, particularly on the registration desk. • AB suggests a survey on encouraging leaders and leadership at junior levels. • CF stated there is a session on the Thursday of CifA conference from 2-5:30 run by CifA that is designed for informal talks about each Special Interest Group. CF suggests the next committee meeting could be held in this session, which would be open to all group members. • By holding next committee meeting at CIFA 2017 travel expenses can be paid. Also bursaries are available for committee members who would not be able to attend due to financial costs. • LB is due to inform us whether the University bars will be open for the "meet the committee" session. • CF to include call out for members of New Generation SIG to help out with registration and leadership survey, in newsletter. • Produce postcards for New Generation at CifA 2017 Newcastle 	AB LB CF CF/LB
6.	Newsletter	
	<ul style="list-style-type: none"> • CF plans to publish next newsletter at end of February or early March, see sections 5,8,9 and 12. 	RE/CF
7.	Student Members being Automatic members of New Generation	
	<ul style="list-style-type: none"> • All Student members will now be automatic members of New Generation in an opt-out basis starting from end of February 2017. 	FYI
8.	Pathways	
	<ul style="list-style-type: none"> • A number of ways were discussed with LB, and a number of different approaches with the help of New Gen were agreed. • Pathways will now be in the newsletter with a link to the web page and from the group page • Promoting it at any events we attend 	

	<ul style="list-style-type: none"> Registered Organisation (RO) support; PO's project could assist in getting RO support for Pathways. Possible mentoring from New Gen accredited members; this needs to be ironed out. Ideally would have mentors for people working in the same fields. Liaise with PO when she returns to discuss her project and how this could get RO support into Pathways. 	
9.	Mentoring	
	<ul style="list-style-type: none"> AB has sent out a survey to ex-trainees at HE to gauge interest in being mentors for scheme AB to send CF wording of question from this survey and leadership survey to use for New Gen CF to ask new gen members through newsletter about being mentees/mentors 	AB AB CF/RE
10.	Project Management training	
	See section 8 referring to RO support. Liaise with PO when she returns to discuss her project.	
11.	Geophysics New Gen joint event at ICAP 2017 Bradford	
	<ul style="list-style-type: none"> International Conference for Archaeological Prospection (ICAP) contacted ClfA about collaboration for a session; GeoSIG and New Gen are working on a joint day session with speakers on how to get started in geophysics and related practices, with time to discuss issues raised. CF would like New Gen members to run the session for experience. Liaise with GeoSIG and ICAP on this proposal, currently waiting on GeoSIG and ICAP for response. 	CF/AG
12.	Shadowing	
	<ul style="list-style-type: none"> CF will request New Gen members to volunteer to become shadowers of committee members in the next newsletter with the view of them joining the committee at a later date. They will be treated as members of the committee except they will have no voting rights. AB stated that only issue would that shadowers would not be able to claim expenses for travel to meetings. 	CF
13.	Future Meetings	
	<ul style="list-style-type: none"> CF suggested the next meeting to be held at Newcastle (pending LB's correspondence on availability of a suitable venue), with a meeting in June by Skype, with the AGM potentially at ICAP. 	
14.	AOB	
	<ul style="list-style-type: none"> AG has completed a draft job description for the social media manager position. CF mentioned that he would like to work towards a New Gen session at EAA 2018 in Barcelona. 	AG