

**Chartered Institute for Archaeologists
Scottish Group**

Committee Meeting
Thursday 2 November, 13:00 – 15:30
RSK Glasgow, 65 Sussex Street, G41 1DX

1.	Apologies	Action
	Peter Hinton, Lianne Birney	
2.	Last Meeting minutes SF to re-send to the committee	SF
3.	Social Media TB to resend video from Stirling AGM to group & to take over the operation of the twitter feed. All to film more events (preferably 1080p in 'Landscape' format), to be sent to TB for editing.	TB
4	AGM SF to enquire with Lianne if they need a summary for website TB to update and send out Finance Report and to contact Warren for role handover.	SF TB
5	Newsletter Short article on SE Scotland research framework for newsletter. CJ to produce summary of CifA Scotland activities and events for newsletter Training events & AGM to be summarized in newsletter PG to produce 'from the committee' piece	 CJ BS PG
6	CifA AGM & 'Chartered Archaeologist' discussion CJ to look into ways group can facilitate discussions around 'Chartered Archaeologists' (CArch) and apprenticeships. JS to speak to Kate Geary regarding benchmarking CArch with other professions in light of 2017 EIA Regs.	CJ JS
7	CifA Scotland Update AB and CJ to discuss skills gaps and new-starts. Final outcome should be a report addressing training issues and solutions with early-career archaeologists – input from committee much appreciated.	AB/CJ

8	Training Events	
9	Consultations	N/A
10	<p>Next Meeting CJ provided overview of upcoming training events for remainder of year</p> <p>Committee to consider upcoming training events which may be of interest and send info to CJ.</p> <p>JS to send questionnaire results quantifying need for different thematic training. Also to provide committee information demonstrating how IEMA manages their e-learning.</p> <p>TBC – JS to check availability of RSK offices over the coming year</p>	<p>CJ</p> <p>ALL</p> <p>JS</p> <p>JS</p>
11	<p>AOB All to consider forwarding upcoming conferences and events to SF to create a Google Calendar accessible to the group.</p> <p>New member required on the Advisory Council – BS to consider this for newsletter.</p> <p>Committee induction pack to be considered by all for next meeting – what would this look like?</p> <p>SF to add AB to GoogleDrive.</p>	<p>ALL</p> <p>BS</p> <p>ALL</p> <p>SF</p>