

FASIG Annual General Meeting

5 October 2022, 1pm-2pm

Online (Zoom)

AGM Minutes

Present: Lianne Birney, Laura Evis (co-opted Treasurer), Robert Janaway, Meg Keates, Sabrina Ki (OCM), Deborah Ryder, Peter Schofield (OCM)

Agenda Point		Action (Initials)
1.	<p>Apologies for absence Apologies were received from Alastair Vannan (OCM) and Denise Hillier.</p>	
2.	<p>Minutes of last AGM The minutes of the last AGM (2020) were accepted without changes.</p>	
3.	<p>Matters Arising</p> <p>The group went through an overview of developments since the 2020 AGM.</p> <p>There had been some changes to the committee line-up including Karl Harrison stepping down as Chair and Alexandria Young stepping down as Secretary. On 22nd June 2021, there had also been a very successful FASIG webinar and poster session using the Discord platform. In April 2022 FASIG had a session at the CIfA conference that included a round table discussion panel – the session recording is available to watch on the Cadence conference platform. A review of the competence matrix for forensic archaeology had also taken place.</p> <p>The group agreed that there was a clear need to engage with FASIG members (see Section 9: Communications), and discussed what the FASIG budget could be used for, e.g. stalls at events.</p>	
4.	<p>Chair's Welcome and AGM Report In the absence of a Chair, Meg Keates welcomed the AGM attendees and went over the AGM agenda drafted by Alastair Vannan.</p>	
5.	<p>Secretary's Report In the absence of a Secretary, the previous committee members went over developments since the 2020 AGM (see Section 3: Matters Arising).</p>	
6.	<p>Treasurer's Report The co-opted Treasurer (Laura Evis) had not been sent the income for this year (2021-22), Meg Keates sent it through again to Laura Evis and it was read out.</p> <p>No spending occurred this year as FASIG events were held online.</p>	
7.	<p>Elections to Group Committee and Advisory Council representative FASIG had openings for the positions of Chair, Treasurer, Secretary and two Ordinary Committee Members (OCM).</p> <p>FASIG received three applications to join the committee, from Denise Hillier and Deborah Ryder as OCMs, and Robert Janaway offering to take up the position of Chair. These nominations were all elected. Laura Evis offered to continue as Treasurer and was elected.</p>	

	<p>The continuing committee as of 5 Oct 2022 is: Chair – Robert Janaway Secretary – To be confirmed Treasurer – Laura Evis Ordinary Committee Members – Anna Chaussée, Denise Hillier, Sabrina Ki, Deborah Ryder, Peter Schofield, Alastair Vannan</p> <p>Lianne Birney explained what the Advisory Council was and what a Group Rep would do. Laura Evis stepped forward to be the new Advisory Council Rep.</p> <p><i>Check with Alexandria Young about availability for Secretary role.</i></p>	<p>LE</p>
<p>8.</p>	<p>3-Year Plan review</p> <p>To avoid passing a new 3-Year Plan onto a newly installed Chair who had not played a part in devising that plan, the committee retained the former 3-Year Plan as an interim measure so that the new Chair (RJ) could coordinate the review.</p> <p>The first piece of work as a new committee was to review the interim 3-Year Plan and make amendments.</p> <p>Additions to the Plan included another review of the specialist competence matrix in a future-proof manner. Robert Janaway raised the concern that the Forensic Regulator has changed the landscape in which forensic archaeology works. It will be necessary to check that the new Forensic Regulator will approve the specialist competence matrix, as well as the CifA Standards and Guidance. Laura Evis also underlined the importance of the matrix as there seem to be increasing numbers of North American and European practitioners referring to the matrix. Laura Evis further explained progress with the previous matrix review. The review had aimed to broaden and clarify the matrix, and make it more reflective of current practice, but there would need to be agreement from the Expert Panel to proceed with changes to the matrix.</p> <p>The FASIG Discord will also be added to the Communications section within the 3-Year Plan. Laura Evis and Robert Janaway agree that mentoring should be part of the Plan.</p> <p>The Expert Panel can help with the 3-Year Plan – a bridge can form between practitioners and the SIG, with thoughts and discussion points about cases on the news, e.g. ‘what do people mean by forensic archaeology?’.</p> <p>Laura Evis suggested the committee should have four core meetings, to be increased if necessary, and attendees agreed with this.</p> <p><i>Pass on responses from Expert Panel and Forensic Regulator when received</i></p> <p><i>Secretary to send updated 3-Year Plan to Groups Coordinator.</i></p>	<p>RJ and AV</p> <p>TBC</p>
<p>9.</p>	<p>Communications</p>	

	<p>Deborah Ryder expressed interest in the FASIG committee communicating more widely and more interactively with FASIG members and other SIGs. Laura Evis highlighted the need for forensic archaeology to have more inter-disciplinary communication, e.g. with commercial archaeology. These communications will be valuable for forensic casework and keeping up-to-date with developments in techniques and technology. Laura Evis is working on a database of who has what kit/equipment.</p> <p>Laura Evis also raised that FASIG members would like to know more about developments with the Expert Panel, and that communication lines should be improved, as well as improved training of the next generation of forensic archaeologists. Robert Janaway aims to bring more communication between the Expert Panel and the SIG.</p> <p>The group also discussed social media video content – CifA has a new Marketing and Communications Manager who may be a good contact.</p> <p><i>Contact Alexandria Young for FASIG Twitter and Discord login information</i></p> <p><i>New Secretary to take over FASIG Twitter and Discord administration with assistance from other committee members if needed</i></p> <p><i>New Secretary to draft a survey to SIG members about what they want to see/do in the future with the group</i></p> <p><i>Look at social media output of other institutions/organisations in similar fields</i></p>	<p><i>LE</i></p> <p><i>TBC</i></p> <p><i>TBC</i></p> <p><i>Committee</i></p>
<p>10.</p>	<p>AOB No other business raised.</p>	
<p>11.</p>	<p>Date of the next committee meeting, and future events. The winter FASIG committee meeting will be in December 2022, likely week commencing 19 Dec after the university term finishes. It will most likely be held online on Zoom or Discord. Sabrina Ki has requested, if convenient, for it to be in the late morning/early afternoon UK time due to time zone differences.</p> <p><i>New Secretary to send out poll to committee members for meeting availability</i></p>	<p><i>TBC</i></p>