

Human Osteoarchaeology Special Interest Group (OSTEO SIG)

27 June 2018, 1pm
Oxford Archaeology, South meeting room,
Janus House, Osney Mead, Oxford, OX2 0ES

AGM Agenda

- 1. Apologies for absence**
- 2. Chairperson welcome and introduction**
- 3. Elections to committee**
- 4. Discussion and acceptance of constitution**
- 5. Proposals for the mission and objectives of OsteoSIG**
- 6. Approaches towards a Three Year Plan**
- 7. Discussion on the proposal to review burial-related CfA technical papers**
- 8. AOB**

Apologies should be forwarded to the Group Secretary

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AGM Minutes

Present: List names in alphabetical order (with any positions in brackets afterwards)

Sharon Clough (Honorary Chair)

Isobel Curwen

Kirsten Dinwiddy

Ceri Falys (Honorary Secretary)

Louise Loe

Jackie McKinley

(Kirsten, Jackie and Isobel all joined via skype conference calling)

1.	Apologies	Action
	Clare Randall	
2.	Chairperson Welcome and Introduction	
	<p>The purpose of this meeting is to discuss and put in place all items required for OSTEO SIG to be accepted as an official CIfA special interest group, including:</p> <ul style="list-style-type: none">• The group's name and summary for website• Election of committee members• Constitution• Mission and objectives this group strives to obtain• What the group hopes to accomplish in the first three years	
3.	Elections to Committee	
	<ul style="list-style-type: none">• Sharon Clough nominated as Chair – 5 votes in favour.• Ceri Falys nominated as Secretary – 5 votes in favour.• Clare Randall nominated as Treasurer – 6 votes in favour.• Isobel Curwen nominated as an ordinary committee member (responsible for the group's online presence) – 5 votes in favour.• Kirsten Dinwiddy nominated as ordinary committee member – 5 votes in favour.• Louise Loe nominated as ordinary committee member – 5 votes in favour.	
4.	Discussion and Acceptance of Constitution	
	<ul style="list-style-type: none">• Much discussion took place over the name of this group and what is	

	<p>to be included within the group’s summary. As a group, it was felt that simply being called Osteology SIG insufficiently reflected the mission and goals of the group. More emphasis on the archaeology and mortuary studies is desired to adequately cover the issues encountered with human remains in commercial archaeological contexts.</p> <ul style="list-style-type: none"> • Official group name: Human Osteoarchaeology SIG • The wording of the constitution was chosen to reflect the group’s aims of providing advice and support for the members of the ClfA (both osteologists and non-osteologists) on all issues relating to human remains and associated sciences in the commercial sector, including the promotion of good standards and practice when encountering human remains. • All attempts have been made to minimize overlaps with other existing groups, including other ClfA special interest groups (e.g. Forensic Archaeology, Finds, Research and Impact), as well as established national human osteoarchaeology-related groups (e.g. BABAO, APABE). • Due to the small number of committee members, it has been decided to change the number of individuals to form a quorum is three. 	
5.	Proposals for the Mission and Objectives of OsteoSIG	
	<p>Proposals included:</p> <ul style="list-style-type: none"> • To promote good standards and practice for human osteoarchaeology, mortuary studies and associated sciences. <ul style="list-style-type: none"> • Promote the use of guidance documents. • Aid in the education and development of skills for site staff on the appropriate excavation and recording methods that are essential to maximize the amount of retrievable information from mortuary contexts, as well as the legal and ethical requirements when encountering human remains. • Provide support for early career members, and aid in career development for those interested in osteoarchaeology in the commercial environment (in the form of workshops etc, instead of attending conferences). • Provide an advisory role to the ClfA on issues related to human osteoarchaeology. • Help with advocacy when clear-cut recommendations are not available (aimed more towards project managers). • To act as a liaison between the ClfA, academia, and other groups with shared interests, such as BABAO and APABE. • The group feels it is essential to improve the understanding of the issues relating to human remains and the associated sciences for non-osteologists who work or interact with the commercial archaeological industry (e.g. site archaeologists, site managers, architects, church officials etc). • Promote collaboration between groups with shared interests and develop relationships with other ClfA SIGs (e.g. Forensic Archaeology, Finds, Research and Impact special interest groups). 	

	<ul style="list-style-type: none"> • Propose and develop a ClfA qualification for osteoarchaeologists working in the commercial environment (in addition to a degree, a ClfA qualification will act as support to prove the osteologist has the necessary experience to undertake and complete the job to a high standard). • Provide advice to museums and local interest groups who do not have access to an osteologist, for example, helping with requests from researchers who wish to conduct destructive analysis on skeletal remains curated by museums. • Promote the need for better communication between specialties in order to gain a holistic approach to mortuary archaeology (e.g. requires collaboration between human osteoarchaeologists, finds, environmental remains, isotope results, aDNA). <ul style="list-style-type: none"> • Promote the importance through ClfA workshops? 	<p>CF to write up the proposed mission and objectives to forward onto the group for further discussion.</p>
6.	Approaches Towards a Three Year Plan	
	<p>Initial suggestions:</p> <ul style="list-style-type: none"> • Run a session at the 2020 or 2021 ClfA conference. (the deadline for next year’s conference is too soon to organize anything, as the group is in the early days of formation). • Organize a CPD workshop within the next year. Ideas: <ul style="list-style-type: none"> • Reading radiographs and the use of portable Xray machinery in the field. • How to write a report. • Hope to have 2-3 meetings a year. The date of next meeting suggested for October 2018. 	
7.	Discussion on the Proposal to Review Burial-Related ClfA Technical Papers	
	<p>On the whole, it is felt that the bulk of the information in the IFA paper 3 (Crypt Archaeology) and IFA technical paper 13 (Excavation and Post-Excavation Treatment of Cremated and Inhumed Human Remains) is still relevant. JM suggests adding bullet points with updated information (or citations where to find detailed information of updated guidance). Sections that need including or additional discussions provided can be expanded on in length where necessary. Information regarding the associated sciences are the main points that need expansion in the updated document.</p> <ul style="list-style-type: none"> • include Dr. Charlotte Roberts and Dr. Margaret Cox in all future discussions about revising the technical papers. • suggested action: everyone is to look through the technical papers over the next few months. Compile lists of items/references that need to be updated, which will be discussed at the next OSTEOP SIG meeting (?October 2018). <p>Suggestions have been made to make the updated document (especially technical paper 13) into a “dynamic document”. Make it available via the ClfA website, if possible.</p> <ul style="list-style-type: none"> • Can be easily updated yearly with additional references. • Have hyperlinks to updated sections and references. • Possibly provide short video clips detailing excavation methods 	

	to compliment the written methodology.	
8.	AOB	
	<ul style="list-style-type: none"> • CR has requested that we submit a budget for the year. We have some queries as to what is covered in the group's budget in addition to travel expenses. SC and IC will make enquiries to the ClfA and members of other ClfA SIGs to see what is covered, and an estimate of how much OSTEOPEDIC SIG should request for the year. • Volunteers sought for representing OSTEOPEDIC SIG at: <ul style="list-style-type: none"> • The Groups Forum – no one can attend this meeting in July. We are hoping someone will be available for the December meeting. • The Advisory Board – SC has volunteered for the first year. • The group's online presence was discussed briefly, suggesting pages be made for Facebook and/or Twitter. The need to keep the online presence strictly professional was emphasized. The online pages would promote news from the group. • Suggestions were discussed for other groups (outside of archaeology) that come into contact with issues relating to human burials (e.g. the diocese, church wardens, architects etc). It would be advantageous if such groups had a clear understanding of human remains and archaeology. Has been suggested that such groups be invited to ClfA conferences or may be more appropriate to ask if we can go to their conferences to open discussions about human remains and archaeology. • A brief discussion followed on current issues encountered when apply for burial licenses through the Ministry of Justice. 	SC IC
	Meeting adjourned at 3:35pm	