

Marine Archaeology Special Interest Group

Thursday 20 October 2022, 14:00 BST

Teams, Online

AGM Meeting Minutes

Present: Megan Keates (MK, Cifa), Christian Dalton (CMD, Interim Chair), Stephanie Said (SS, Secretary), Alison James (AJ, treasurer), Phoebe Wild (PW, ordinary committee member), George Stewart-Phillips (GSP, ordinary committee member), Claudette Day (CD), Terence Newman (TN), Paul Jeffery (PJ), Michael Curtis (MC), Colin Forrestal (CF), Mark James (MJ).

Agenda Point	Action (Initials)
<p>1. Apologies for absence Hefin Meara (ordinary committee member) Jezz Davies (ordinary committee member) Paolo Croce (ordinary committee member) Vic Cooper (advisor)</p>	
<p>2. Minutes of last AGM Accepted without change.</p>	
<p>3. Chair's Welcome and AGM Report</p> <ul style="list-style-type: none"> • Welcomed team • Few things on the agenda being progressed since the last AGM. • Apologies for lack of responses to emails and keeping up with Chair duties. • Thank you to those who contributed to MASIG. <p>Round table introductions.</p>	
<p>4. Secretary's Report</p> <p>Last committee meeting was held in June 2022 as a Skype Meeting. This meeting was open to other group members.</p> <ul style="list-style-type: none"> • Matters Arising <ul style="list-style-type: none"> ○ Looking for a new Chair ○ RoW capacity ○ S&G for nautical archaeology recording and reconstruction ○ Toolkit for Selecting Archaeological Archives • MASIG-CIFA/JNAPC collaboration update • Cifa Advocacy updates • Updates made on MASIG tasks 	

	<p>MASIG member numbers</p> <ul style="list-style-type: none"> • MCIfA 135, ACIfA 74, PCIfA 99, Affiliate 36, Student 25. Group 1 = Total 370. In 2021 members totalled to 376. Marked difference in Affiliate group. 	
5.	<p>Treasurer's Report</p> <ul style="list-style-type: none"> • Have not used any budget. £200.00 budget can be used by March 2023. 	
6.	<p>Elections to Group Committee and Advisory Council Representative</p> <p>Jezz Davies stepping down as ordinary committee member Phoebe Wild stepping down as ordinary committee member</p> <p>MK: Nomination for open positions closed; one person interested in chair position and one person interested in ordinary committee member position.</p> <p>Elections undertaken at the end of the meeting by committee members and voted in favour of Mark James as Chair and Claudette Day as ordinary committee member.</p> <p>Current committee members: Mark James (Chair) Stephanie Said (Secretary) Alison James (Treasurer) Hefin Maera (ordinary committee member) Paolo Croce (ordinary committee member) George Stewart-Philips (ordinary committee member) Christian Dalton (ordinary committee member) Claudette Day (ordinary committee member) Victoria Cooper (advisor)</p> <p>One position for ordinary committee member is still available</p>	
7.	<p>3-Year Plan Review 2020-2023 to review</p> <p>Circulate after meeting for feedback.</p> <p>MC: Wished to push for a definition of coastal and intertidal archaeology as a discipline in its own right. Suggested whether MASIG would consider this for future work.</p> <p>PJ: there is potential there as a specialist interest area, and to</p>	<p>ACTION: MK to share round plan</p>

	<p>further develop CPD training in this area. Consideration to a continuous landscape from land to underwater – significance to climate change and each zone should not sit as silo.</p> <p>MK (team chat) asked in terms of actions what do you see as the steps involved there, in that area?</p> <p>MC: Acknowledged that things move at different paces. Dealing with several ministerial groups with regards to obtaining permits for these areas. Requires specialist skills, set on defining this area. Consult with active stakeholders what sort of skill base is needed to undertake this work. Determine the procedures that should be in place and establish guidance to be used on a global bases.</p> <p>PW (team chat): I wonder that this group may not be the most appropriate place to kickstart these plans. Most members here are UK based, and coastal archaeology is well defined here. Evidently there are gaps abroad, but I wonder that MASIG is maybe not equipped to do this at the moment</p> <p>MK (team chat): That's a thought Pheobe- International Practice Group are drafting their three-year plan at the moment so maybe a place to collaborate in there?</p> <p>MC (team chat): I still think that the starting point is to determine and develop this discipline within the UK. There is a need for this and this is within the remit of this group surely? Once this is done it can be looked at in an international context.</p> <p>PW (team chat): In both a research and development control context, my understanding is that coastal archaeology is very well accounted for from both a terrestrial and marine perspective in the UK</p> <p>MC (team chat): I would challenge that view. This may the case in the mind of commercial units but the approaches vary and there needs to be more guidance on the skills and experience needed to help train the new generation of field workers that will be needed.</p>	
<p>8.</p>	<p>Update on MASIG tasks</p> <ul style="list-style-type: none"> Keeping track of consultations and consultation responses (we are an advisory voice to CIfA) <p>Marine Net Gain Consultation (DEFRA) August</p>	

<ul style="list-style-type: none"> • Social media CMD will continue coordination/take ownership of photos/material for social media. • Newsletters and feeding into other publications – VC no updates on this. • Stand-alone events/practical sessions CMD: Change of attitude to in person events / change to hybrid events. Innovation Festival / Marine Monday attendance in 2021 was a success. However, we decided not to be present to this year’s innovation festival and possibly step in next year. <p>SS: Asked if anyone is attending the NAS conference in Ireland between the 19th – 20th November.</p> <p>AJ: Will be attending. Suggested creating A5 leaflets for circulation at the conference.</p> <p>PJ: HE are also going and can help with carrying any promotional material.</p> <ul style="list-style-type: none"> • Liaison with HE, future of profession AJ: this stems from when she worked at HE and was on the MASIG committee along with Mark Dunkley; idea of having round table session on where the profession is going and what skill sets are needed. <p>PJ: for HM to send an update on this and circulated to members.</p> <ul style="list-style-type: none"> • Collection of materials/photographs for promotional materials AJ: image bank for the banners / leaflets. Members can send her material if they wish. <p>MK: A new email was set up for the twitter account. However, the image bank AJ has should not be used for this (check copyright of images).</p> <ul style="list-style-type: none"> • Collate list of available guidance and keep this maintained CMD nothing further to add on this. • Liaison with CIfA SS: Reminded members of the Updated Code of Conduct; CIfA CPD workshop on professional ethics on 16 November – for all competency levels. <p>MK: there is now a greater focus on ethics when people apply for</p>	<p>ACTION: AJ to organise leaflets</p> <p>ACTION: HM to send update</p>
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	<p>reconstruction SS: not had time to work on this. Request comments from PC.</p> <ul style="list-style-type: none"> • Toolkit for Selecting Archaeological Archives <p>SS to send reminder to AJ, to pass to Becky Austin for review.</p>	<p>ACTION: SS to coordinate</p> <p>ACTION: SS to send draft</p>
<p>5.</p>	<p>AOB</p> <ul style="list-style-type: none"> • Mentoring new starters / new graduates (Scottish Group doing something similar – get in touch with early careers group) <p>CMD: from personal experience, hard carved path to find which direction to go in. Would like to propose a ‘marine mentorship scheme’ to represent young career individuals. Possibly in the form of a Q&A session to hold in tangent with Early Carees SIG (ECSIG).</p> <p>AJ shared link on Mentoring for Womxn in Archaeology and Heritage (Geophysical and Maritime Archaeology – Mentoring for WomXn in Archaeology and Heritage (mentorwomxn.org)).</p> <p>MK: ECSIG would be very interested in this/support this.</p> <p>TN asked if this is something to be coordinated in some way with HE apprentice scheme. Apprentice coordinator available/scope for involving members in this committee to this scheme. Getting greater exposure for maritime archaeology.</p> <p>AJ: MSDS invited to a cross sector skills forum by HE. She will keep the idea in mind for this event.</p> <ul style="list-style-type: none"> • Marine Data Management <p>CMD: referring to uploading raw data on ADS, whether there is an expectation for us to upload raw data or have IP for or whether we should only be uploading processed data.</p> <p>MJ: asked what sort of data we are referring to. HE contractual terms generally spell out what sort of data should be uploaded.</p> <p>PJ: whoever is requesting this should contact HE if it is an HE project and they will provide instructions.</p>	
<p>6.</p>	<p>Date of the next committee meeting, and future events</p> <p>W/C 20th February 2023.</p>	<p>ACTION: SS to issue doodle poll and reminder.</p>