



**International  
Practice  
SIG**


**INTERNATIONAL PRACTICE SPECIAL INTEREST GROUP**

16 April 2015, 13.25 - 13.50, Pembroke Room  
Mercure Holland Hotel, 24-26 Newport Road, Cardiff CF24 0DD

**Minutes**

**Present:** Leonora O’Brien (LO’B, Chair), Gerry Wait (GW, Treasurer), Jen Parker Wooding (CifA), group members x 2

**Apologies:** Alice Hobson (Secretary), Kenneth Aitchison (Ordinary Member), Paul Belford (Ordinary Member), David Jennings (Ordinary Member), Ian Oxley (Ordinary Member), Annette Roe (Ordinary Member)

1.	<b>Groups membership update</b> There are currently 464 members of IPSIG.	<b>Action</b> -
2.	<b>Minutes of 2014 AGM &amp; matters arising</b> <ul style="list-style-type: none"> <li>Minutes approved</li> </ul>	-
3.	<b>Chair’s welcome and opening remarks</b>	-
4.	<b>Officers’ Reports: Hon Chair - IPSIG Membership 2014-2015 summary</b> <ul style="list-style-type: none"> <li>381 members in 2014 – <b>now 464</b> <ul style="list-style-type: none"> <li>Cover all membership grades</li> <li>Employment includes wide range of specialisms and sub-sectors</li> </ul> </li> </ul> 	-

	<p>Distribution of International Practice Group members. Numbers on map indicate relative rise/fall since April 2014.</p> <ul style="list-style-type: none"> <li>• LinkedIn group 45 members in 2014 – <b>now 58</b></li> <li>• Representation on ClfA Advisory Council</li> <li>• Advocacy work with DfID &amp; World Bank draft Environmental and Social Framework with ClfA’s policy adviser Tim Howard</li> <li>• Articles in ClfA Archaeologist Magazine, Newsletter, Yearbook &amp; e-Bulletins</li> <li>• Development of Competency Matrix</li> <li>• Committee meetings, July 2014 &amp; March 2015</li> </ul> <p><b>Upcoming events/actions</b></p> <ul style="list-style-type: none"> <li>• Indigenous Australia: enduring civilisation, 22 May 2015</li> <li>• EAA Glasgow Session – Intangible Cultural Heritage and Archaeological Studies of Social Identity, September 2015</li> <li>• Committee positions available – seeking statements of interest &amp; will co-opt at next committee meeting</li> <li>• Planned training workshop - Introduction to community consultation and participation in international cultural heritage, November 2015</li> </ul>	
4.	<p><b>Officers’ Reports: Hon Treasurer</b></p> <ul style="list-style-type: none"> <li>• The budget for 2014-2015 was £550</li> <li>• The budget for 2015-2016 is £800</li> <li>• Solvent</li> </ul>	-
4.	<p><b>Officers’ Reports: Hon Secretary</b></p> <ul style="list-style-type: none"> <li>• Apologies</li> </ul>	-
5.	<p><b>Business plan 2014-17</b></p> <ul style="list-style-type: none"> <li>• Committee meetings 3 x year, Spring, Summer, Winter</li> <li>• Membership competency matrix – explore membership views via survey</li> <li>• Events - annual IfA conference session</li> <li>• CPD workshop(s) - jointly with Committee on Professional Associations in Archaeology @ EAA conference annually</li> <li>• Group member survey annually (pre-conference where possible)</li> <li>• Ebulletin 1 or 2 times a year</li> <li>• Maintain and update publicity materials</li> <li>• Linkage to other organisations - as and when opportunities arise, forge and develop links with other groups</li> </ul>	Actions: All
6.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Committee positions available – seeking statements of interest &amp; will co-opt at next committee meeting. Need to re-advertise with full details of what duties involved and with a deadline for submissions.</li> <li>• Treasurer wishes to stand down.</li> <li>• It was noted that Groups meetings are poorly publicised at the ClfA conference, and should be included in the schedule table</li> </ul>	Actions: ClfA coordinators

	and events listings.	
	<b>Date and place of the next meeting.</b> Venue and time to be confirmed, likely to be on 22 May 2015, immediately prior to visit to Indigenous Australia: enduring civilisation.	-