

## Finds Special Interest Group Committee Meeting

11<sup>th</sup> February 2013, 11am  
 University of Leicester, Leicester  
 School of Archaeology and Ancient History,  
 University of Leicester, University Road,  
 Leicester, LE1 7RH

**Present:** Duncan Brown, Amanda Forster (Dr), Philip Mills (Dr), Matt Parker

1.	<b>Apologies</b>	<b>Action</b>
	Stephen Brunning, Andrew Jones, Michael Lewis, Lianne Birney	
2.	<b>Previous Minutes</b>	
	Slight corrections to minutes: Mike Heyworth rather than Heyward. PM to approach. Edit possible Finds Award section. Just LB for Finds Group liaison contact. Actionable point for surveys at universities is LB rather than DB. FSIG to provide questions AF to circulate Model Constitution. PM to check for paper copy of Finds Constitution.	<b>MP, AF, PM, LB</b>
3.	<b>Finds Group Policy Statement</b>	
	Comments from ML received by PM. PM to incorporate ML comments into FSIG Policy Statement. Promotion of finds to further the understanding of the past – DB to update document and circulate. Circulate FG Policy Statement to wider audience to obtain feedback on contents. DB suggests incorporating aims of FSIG Policy Statement into agenda to measure progress – general consensus for this.	<b>PM, DB,</b>
4.	<b>Changes to the Standards and Guidance for Evaluations</b>	
	PM to forward alterations of S&G to group. AF to look at S&G in MoRPHE assessments. Compare S&G with other artefact associated groups standards/guidelines – Needs to be sufficient to inform next level of assessment/analysis.	<b>PM, AF</b>
5.	<b>Conference Session</b>	
	DB – Conference Papers – Will circulate ideas/papers. PM to present paper. Possibility of practical session/vocational training at Conference? Archives Group – Combined session/paper? AF to send out Conference Session timetable.	<b>PM, DB, AF</b>
6.	<b>Blinkhorn and Cumberpatch TAG Paper</b>	
	Proposal by Blinkhorn and Cumberpatch that not sufficient quality control of finds assessment – General agreement although examples selected by B&C demonstrate cherry-picking/bias DB – PCRG, RPRG and MPRG putting forward proposal to English Heritage for a survey of standards of finds assessments – Potential for FSIG to be involved in this survey. Needs to incorporate more than simply ceramics – glass, lithics, metals, leather, bones etc. PM to be point of contact for this	<b>PM, DB</b>

	<p>involvement.</p> <p>DB to investigate organising this survey of the finds profession/assessments</p> <p>Best Practice Guide for Finds Assessments (and processing?) – Possible funding sources – what standards exist already and which organisations have good standards?</p> <p>Investigate where standards and guidance not applied – look at grey literature/report reviews for finds assessments – where is good practice applied?</p> <p>Consistency in finds reports.</p> <p>Professional curators/planning authorities – Need input into what is included in assessments and reports – Also have role in upholding standards.</p> <p>Practice guide needs to include pre-excavation planning, excavation standards and post-excavation assessments.</p> <p>Ask specialists what standards they apply/utilise.</p> <p>Produce Finds Factsheet for curators and professionals.</p>	
<b>7.</b>	<b>Any Other Business</b>	
	<p>York/Bradford Seminar – EAA may want to become involved – Source of potential funding – Also BARC/NABO?</p> <p>York/Bradford Seminar – AF to contact AJ regarding named participants.</p> <p>York/Bradford Seminar – Venue and date – AF to investigate.</p> <p>List of Specialists – AF to check if one exists.</p> <p>AF to approach council to determine potential for online profile hosted by the IfA website – possible accreditation/validation?</p> <p>FSIG Budget – MJP to tally costs and provide to LB.</p> <p>New committee members needed – Co-opt? LB to circulate members list to determine possible candidates to approach.</p> <p>AGM – June/July at the Finds Day School.</p> <p>Selection and Retention Policies – AF to locate previous notes on discussions on this subject.</p>	<b>AJ/AF, MP, LB</b>