

Committee Minutes

11 October 2016, 10.30
 At Cardiff and Vale College and
 By Skype Conference Call
 DRAFT

Present: Colin Forrestal (Chair), Alistair Galt (Secretary), Rebecca Enlander (Treasurer), Chris Chinnock, Phoebe Olsen, Li Sou and Andrea Bradley

1.	Apologies	Action
	Lianne Birney	
2.	Previous Minutes	
	These were accepted as correct but need full approval at next AGM.	
3.	Matter Arising from Previous minutes	
	<ul style="list-style-type: none"> LB has yet to send over list of New Generation members to current committee 	LB
4.	Succession of Committee Officers	
	<ul style="list-style-type: none"> CF questioned the 3 year term for New Generation committee members. AB explained the reasoning for the New Generation succession planning. CF explained how the committee is having issues with succession after a mass step-down of committee members, although officers are not an issue. AB accepted that the last 3 years have gone very quickly, and the New Generation should look to be more proactive in bringing in new members in the future. CF suggested a maximum of 3 years as ordinary committee members and 6 years as an officer, AB thinks that it should stay as a 3 year term for everyone as it prevents the situation seen in other committees where a set group of people tend to dominate a committee for a long period of time. PO suggested an informal “mentoring” system, AB agrees, although AB advises not using expense as an excuse for not expanding the committee. AG explained how previously the lack of meetings hampered progress in mentoring. CF suggested a Skype meeting on a more regular basis (every 2 months), with 2 face-to-face meetings a year (ideally at the AGM and ClfA conference to ease travelling issues). AB says this will help in planning events at the ClfA conference in particular. CF proposed AB to be co-opted as an advisor to the committee to allow continuity and allow co-opting from other committees. As it is not a formal position no nominator or seconder was required. AB is unanimously voted into the role. CF to investigate co-options and New Generation Constitution 	CF
5.	Priorities for 2016-2017	
	<ul style="list-style-type: none"> Group Forum - CF highlighted that the Groups Forum needs a New Generation volunteer. The Groups Forum is held in Birmingham and Reading twice a year. RE is currently the rep, it could be split between multiple people to ensure a presence on the council. AB mentions to keep in mind that travel expenses are paid for all meetings with Groups Forum. 3 year Plan - AB explained the 3 goals in the business and action plan, including the mentoring 	ALL

	<p>scheme, conference session and including the short term/medium term/long term plans. However CC explains that social media rep is a full time role. Therefore constant media presence in current role is unsustainable. AB recommends use of ClfA to help with advertising the New Gen. Longer term goals include University involvement, Pathway to PCIfA (PO asks what it is, AB explains that it promotes entry to the profession). AB mentioned the CSCS card affiliation with ClfA.</p> <ul style="list-style-type: none"> ● CF suggested that Universities should help towards costs of student membership of ClfA and that Pathways and Mentoring are similar in their framework. ● CF then explained that diversity changes as at Student level = 60% female, but by MClfA = 40% female, this is a situation that needs to be rectified. ● AB mentioned that Pathways is to get into the entry level, and Mentoring was to help after entry level. AB summarised the business plan into 3 main points: <ul style="list-style-type: none"> ● Universities ● Mentoring ● Pathways ● CF would like to see ClfA training people to be ambassadors for ClfA. ● AB suggested focusing on the 3 main points, with some smaller tasks to be allocated to the points. The main recruitment for ambassadors should come through training. LS agrees and highlights the seminars at Universities and how ClfA could exploit this with speakers. ● CF stated one of the major issues is that ClfA is not a union, but a professional body. PO mentions that the issue is particularly problematic with Registered Organisations (ROs)-who do you complain to? The law or the code of conduct made by ClfA? The lack of policing in the code of conduct is not highlighted by ClfA. ● CF suggested revising the business plan, AB agrees to revise the plan. AG suggests the New Gen is about the flexibility and Committee agrees that this flexibility could be used as a selling point as an ambassador. PO asks what the point of joining ClfA is and how ClfA could help individuals. AB says that ClfA is a professional body with a code of conduct and why it is important to be professional. ● PO asked how the money one will spend in joining ClfA will help to increase wages. CC mentions that the wage argument will never go away, but that is not necessarily what ClfA is for, as it is more of an industry wide problem. CF mentions ClfA is mentioned in the EU heritage guidelines, demonstrating its influence in current archaeology. <p>ClfA Conference Newcastle 2017 - CF suggested a stall at the conference. AB suggested instead that the New Generation could help at reception stall to improve presence. CC suggested getting members to ask questions about ClfA issues at the conference, similar to events held at previous conferences.</p>	<p>AB</p> <p>ALL</p>
<p>6.</p>	<p>Newsletter</p>	
	<ul style="list-style-type: none"> ● CF asked if a newsletter has been considered. There was a question if appropriate for the members of NG, with a potential date of publication for January. General agreement. ● AG suggested website usage for newsletter, although CC disagreed because it will take too much time, so a more formal newsletter distributed via email is better. ● Discuss in the next meeting in more detail, including content (updates within NG and updates within sector) and development and distribution (email). 	<p>ALL</p>
<p>7.</p>	<p>Student Members being Automatic members of New Generation</p>	
	<ul style="list-style-type: none"> ● CF suggested that student members should be automatic members of New Generation in an opt- 	<p>CF</p>

	out basis. Unanimous agreement. CF to liaise with ClfA.	
8.	Pathways/Mentoring	
	<ul style="list-style-type: none"> To be discussed at next meeting in more detail, covered in 5.2 above. 	
9.	Future Meetings	
	<ul style="list-style-type: none"> Scheduled for middle of December 2016. CF suggested a pure Skype meeting and for AG to use Meet-O-Matic to arrange future meetings beginning December. 	AG
10.	AOB	
	<ul style="list-style-type: none"> LS mentions that she has a Historic England email. CF suggests that everyone should use personal email address where possible to avoid conflict with work and minimise delays in replies. AG to send Facebook page to everyone in the committee. No other business was raised and the meeting was closed. 	ALL/LB AG