

Committee Minutes

19 February 2018, 13.00

By HE Conference Call

Present:

Hugh Corley (Chair), Jeremy Oetgen (Treasurer), Colin Forrestal (Secretary), Doug Rocks-Macqueen, Simon Parsons, Theodora Anastasiadou, Claire Tsang, Garry Duckers, Rob Lennox

1.	Apologies	Action
	Lianne Birney	
2.	Introductions	
	All members of the committee gave a quick introduction of themselves.	
3.	Previous Minutes	
	These were accepted	
4.	Matter Arising from Previous minutes	
	None as items are on the agenda.	
5.	Chartered Archaeologist Discussion	
	<ul style="list-style-type: none"> • Rob Lennox from CifA was present to provide response to any questions the committee may have had. • Rob Lennox presented the proposal for Chartered Archaeologist and discussed the timeline for when CifA would like to introduce it. CifA will be producing information packs for the special interest groups, we may have more questions once they have been circulated. 	ALL
6	FISH/HEIRNET Update	
	<ul style="list-style-type: none"> • HC attended Aberystwyth meeting next meeting will be at CAAUK 2018 in Edinburgh. Currently not utilising ADS and HC proposes that IMSIG needs to co-ordinate. 	HC
7.	Priorities for 2018	
	<ul style="list-style-type: none"> • Group Forum – CF attended. Main discussion points were maintaining CPD. Generally, need to explain what we do. Need to hold more Events that have added value to attendees such as CPD hours. Lastly members of CifA staff will be attending group committee meetings to explain Chartered Archaeologist and to answer any questions. • Budget – JO has submitted a suitable budget taking into account AGM in Edinburgh. • 3 year Plan – JO to update current plan and circulate for comment prior to next meeting. • CAAUK 2018 – AGM 2018 –IMSIG session had been accepted. Discussion on Photogrammetry, Archiving on costing. Need to get ADS involved. Really need to discuss the consequences to cost when adopted. Need to avoid all male speakers and look for more Scottish 	JO
8.	Communicating with IMSIG members	
	<ul style="list-style-type: none"> • Need to develop 1 page strategy for continual communication with IMSIG membership. Need to find out what the membership expects from IMSIG. • Can ask RL for help developing a strategy Template. • JO to add to 3yr plan. • CF to add to next agenda. 	RL/CF JO CF
9.	AOB	
	None	
7.	Future Meetings	
	<ul style="list-style-type: none"> • Next committee meeting at CifA 2018. CF to circulate possible venue and time. 	CF