

# **MINUTES OF A COMMITTEE MEETING OF THE SOUTH WEST BRANCH OF THE BCS HELD AT THE UNIVERSITY OF PLYMOUTH ON MARCH 15TH, 2005**

**Present:** Dr S Furnell, Mr J Hall, Mr S Razak, Mr P Dowland, Mr N Clarke, Mr A Munslow, Mr P Davies

## **MATTERS ARISING FROM MEETING OF JANUARY 10TH**

- PDav stated that the email addresses for Julian and Julie appeared to have been superceded. NC agreed to query the BCS database and pass to PDav the current email addresses and Julian's correspondence address.
- SF reported that the winners of the degree prizes for 2004 had been agreed within Plymouth University for 2004. Exeter University had decided not to award a prize for 2004. NC is to obtain the addresses of the winners and pass these to SF for action.
- PDav reported that he had invited Sue Guy to the meeting and presentation on April 26<sup>th</sup> but she was unable to attend due to a long-term arrangement. It was agreed PDav invite her to the AGM.

## **TREASURERS REPORT**

- JH reported that we had spent approximately £1000 out of the allocation of £2489.

## **STUDENT PROJECT EVENING**

- SF reported that the Student Project Evening has been arranged for April 26<sup>th</sup> at 6.30pm in Lecture Room 4, the Harrison Building, Exeter University. Due to other commitments, SF will be unable to attend but NC and PDow will bring the necessary forms and will arrange the adjudication procedures. SR reported that three abstracts had been submitted so far and SF would chase for others.
- PDav reported that the ICT GCE teacher at St Maynard's Girls School in Exeter would like to bring some pupils along to the evening. It was suggested that a maximum of 10 would be appropriate – PDav to co-ordinate.

## **AGM ARRANGEMENTS**

- SF reported that arrangements had been made for the AGM to be held on May 10<sup>th</sup> at the Met Office, Exeter at 7.00pm with Gillian Woodland's "Broadband in the South West" presentation to follow at 7.30pm. PDow stated that for security reasons the names of those wishing to attend must be logged with the Met Office some days beforehand.
- PDav is to advise all Branch members of the AGM by email at least 14 days before the meeting.
- All Officers and Committee Members present agreed to stand for re-election. PDav is to write to Julie and Julian to ascertain if they wish to continue as Committee members.

## **OUTLINE PROGRAMME FOR 2005 – 2006**

- October – Opening event. Possibly a BCS dignitary – past or current president - to present a topical subject. PDav to discuss with Sue Guy at the AGM.
- November – SF to ask Andy Fox to present the technologies used in computer forensics
- January – Project Management event to run at Exeter University. PDav to speak to the contact/volunteer who stepped forward at the event held this January.
- February – JH to present “45 years in Computing” – Plymouth.
- March – Either “Computers in Music” or “Portland Square – the Intelligent Building”. SF to consider.
- April – Student Project Evening. SF confirmed funding.
- Others – Steve Hope of Orange (SF to consider) and “Marine Computing” (JH to consider)

### **A.O.B**

- Some discussion about the Website and Journal arrangements took place. It was agreed that Plymouth University would host the Branch website and that the site be moved from Eclipse. AM and PDow to arrange. JH is to supply the address of Eclipse to PDow for termination of the contract. PDow suggested that he investigate the availability of a suitable .org domain name for the Branch and emails this to the Committee for ratification. JH agreed to write an Editorial for the Journal and SF would chase up speakers for notes of any recent presentations and would provide details of the degree prize winners. Both would email PDow for inclusion on the revised website.
- PD is to email Sue Guy to state that nobody is available for the Branches Board Meeting in April.
- AM is obtain details of the current CPD rules from Sue Guy.
- SF reported that whilst on a visit to the Northampton Branch of the BCS he noticed some new BCS posters and leaflets. NC agreed to ask Sue Guy for a supply.

### **NEXT MEETING**

- The next Committee Meeting is to take place on April 26<sup>th</sup> at 5.30pm in The Imperial (the Orangery), Exeter, at 5.30pm. This is to precede the Student Project Evening. In SF’s absence, JH is to be Chairman.

PD  
16-03-05