

Institute *of* Physics

Merseyside Branch Committee Meeting

12th October 2006 at 18.30

R337 Oliver Lodge Laboratory.

Present: M Poole (Chair), S D Barrett (Vice Chair), A Newsam (Hon Secretary), S L Bennett (Hon Treasurer), M Chartier, N Clitheroe, D Cox, M Houlden, S Hughes, A Marks, N Marks, D Martin, P Rowlands, D Starling

1. **Apologies:** M Bode, A Fesmer, L Heyhurst, P James, D Joss.
2. **Minutes of the last meeting.** The minutes of the last meeting (AGM) were accepted as an accurate record.
3. **Action items & Matters Arising not covered elsewhere:**
 - **Newsletter:** Another excellent newsletter. Thanks from the Chair to all involved, especially AM for her sterling efforts.
Copy for the Spring newsletter will need to be sent to the IoP by Mid-February.
The editorial team will be DC, SH, AM and AN coordinated by DC
Action: DC to organise an initial meeting of the team before the end of the year
 - **Capital of Culture:** MP reported that there is no established procedure for CoC events and that the Science Steering Committee was not perhaps working particularly efficiently.
Colin Whitehouse has asked for representatives of local science bodies.
Action: AN to be local IoP representative. **MP** to arrange introduction
Action (AN): CoC to be standing agenda item for committee meetings
 - **Industrial Representative:** Place still unfilled.
4. **Chairman's Report:**

Nations and Regions Board, July 2006:

 - Congratulations to NM on being co-opted onto the N&R Board
 - Increasing emphasis on outreach for branches (Caitlin Watson)
 - Communication between Branches and Centre were considered. Suggestions for improvement sought.
 - Interviews for new Regional Officer: Louise Butcher has been appointed.
Action: MP to invite new Officer to next Branch meeting

Nations and Regions Board, October 2006:

 - Branches to have "Outreach Representative".
Action: MH to be Merseyside Outreach Rep.
 - Centre now require formal Chair's report which will be used to create a database of useful information. Concern was expressed that the information used needs to be very carefully selected.
 - Branch websites frequently out of date. The rather ad-hoc "management system" centrally may well be to blame.
Action: AN to replace central Branch website with a simple link to local website.
 - Branches were reminded that the IoP makes nominations for Honours.
Action (All - ongoing): Think about possible nominations.
 - **Constitution:** Several changes to Branch Constitutions were discussed at the N&R Board:

- **All branches will have the same constitution** (some items will be optional)
- **E.G.Ms will be kept**
- **Vice-Chairpersons allowed** (but not required)
- **A.G.M. will stay in Spring** (not moved to October as proposed)
- **A 4-year limit as *member of a committee in a single role*** will be enforced.

5. **Programme:**

Recent events:

- **Fresher's Talk (Jackson)** 22/9/06: ~80 attendance. Nice multi-media presentation.
- **Weightmann** 5/10/06: 55 attendance. Very interesting, in-depth talk

Forthcoming events:

- **Physics Olympics** 14/10/06: Arrangements in order. 30 schools due (plus waiting list of 10)
- **Nuclear Debate** 17/10/06: 3 Speakers now arranged. MP to chair debate.

AGREED: It was agreed to spend in the region of £200 (+VAT) in the buffet

ACTION (SLB): Look into VAT recovery

- **LMI Conference** 20/10/06: 65 signed up so far. Commemorative book produced
- **Proud** 7/11/06: No outstanding issues
- **125th Anniversary Evening** 23/11/06: Structure of evening still to be decided. Buffet to be arranged.

ACTION: MH to organise Buffet (~£200)

- **6th Form lecture** 11/12/06: Speaker arranged (AN). DC is point-of-contact for schools.
ACTION: AM to promote event through Teacher Network etc.
- **John Porter Memorial Lecture** 16/01/07: It was agreed that a buffet was not required this year.
- **Chomaz** 22/03/07: It was agreed that ~£200 was fine for travel expenses. However, if more was needed, the money may well be available.

Reviews of Lectures (for Newsletter):

ACTION: PR to review Weightmann.

6. **Professional Development Budget Line:**

SLB reported that the Branch has a budget line of £450 p.a. for Professional Development. Since this is usually under-spent this may be an area where we as a branch are deficient.

ACTION (All): Think of possible Professional Development activities that the branch could usefully undertake.

7. **Capital of Culture:** (Covered under Matters Arising)

8. **Education:**

Paperclip Physics: Support for PP dependent upon availability of John Bradshaw. If he cannot undertake it, it was **agreed** that it must be cancelled as we do not have the resources to adequately support it.

ACTION: MP to try to contact JB to clarify (as far as is possible)

CERN Visit for Teachers:

ACTION: DJ to work with **AM** to organise trip.

Physics Teachers Conference, Contribution to costs: £200 already allocated

Teacher Awards: A central initiative to reward exceptional teaching (with teachers nominating their colleagues). Nomination forms online, deadline 17/11

ACTION: AN to circulate details to Teacher Network

9. **PhysSoc Report:**

Sports Day and Freshers Pub Crawl: Both very successful

125th Anniversary Party 19/10/06: to be held in the Chadwick Café. All welcome.

10. Financial Report: Attached

ACTION: SLB to re-circulate the budget bid (for reference)

11. Any Other Business:

- Someone needed to create Flyers for events.

ACTION: AMN to create flyers

- Undergraduates report that the “Careers” section on central IoP website is not very helpful.

ACTION: MP to pass concerns onto Centre.

12. Date of Next Meeting: Mon 11th December 2006 at 18:30