

Technician Commitment Steering Group

Wednesday 1 February 2023

11.00 – 12.00

MS Teams

Minutes

Meeting #18

Attendees

Present:

Tim Venables	Institutional Lead for the Technician Commitment (Chair, TV)
Ailish Harikae	People & Organisational Development Consultant (AHR)
Naweeda Ahmad	People & Organisational Development Coordinator, POD (NA) <i>Minutes</i>
Joel Abrahams	Biological Research Officer, Surgery & Cancer (JA)
Paul Brown	Mechanical Workshop Instrumentation Manager, Physics (PB)
Allison Hunter	Technical Operations Manager, Life Sciences (AH)
Okan Kibaroglu	Head of Business Operations, ICT (OK)
Rakesh Patel	Head of Maintenance, Estates (RP)
Dr Sharron Stubbs	Senior Laboratory Manager, Infectious Disease (SS)
Angela Williams	Learning and Development Officer, Estates (AW)
Aneesha Bhumber	Technical Staff Representative to the EDI Forum (AB)

Apologies:

Ken Keating	Technical Operations Manager, Bioengineering (KK)
Russell Stracey	RSM Workshop Supervisor, Materials (RS)

Agreed Actions

- Members to promote the survey on authorship and acknowledgement in their areas (All)
- It was agreed that members would share further ideas with AHR and NA (All)
- It was agreed that members would be contacted for recommendations of technicians to feature (AHR/NA).

Minutes

1. Welcome and apologies (TV)

The Chair welcomed everyone to the meeting. Apologies were received from Ken Keating.

2. Minutes and matters arising from the last meeting (TV)

The minutes of the last meeting were deemed to be an accurate record of discussions. It was noted that all actions from the last meeting were either in progress or would be followed up

today. Members were notified that the deadline for nominations for the Papin Prize Awards had been extended to 28 February 2023.

3. Welcome to Technical Staff Representative to the [EDI Forum](#) (TV)

The Chair welcomed Aneesha Bhumber (Teaching Laboratories Technician, Faculty of Medicine Centre) (AB) to the Meeting. AB had volunteered to represent the technician community on the College's EDI Forum, succeeding Ji Young Yoon. AB was pleased to be taking on this role.

4. Update on authorship and acknowledgement project (AHR)

AHR provided an update on the project:

- An online resource for technical staff, designed to raise awareness of authorship and acknowledgement, the distinctions between the two and examples of good practice, was under development with support from Robyn Price (Library Services) and Jean-David Rouah (POD), and would be launched in July 2023. Unfortunately, Robyn would be leaving College on 2 March 2023, but would support the project until then.
- Professor Mary Ryan (Vice-Provost (Research and Enterprise)) had agreed to issue a statement in support of technical staff contributions being recognised in research publications, where appropriate, through acknowledgement or authorship.
- Using a list of technical staff CIDs, Robyn had been able to produce a report of approximately 60 technical staff who have been listed as authors in publications, based on data from the Library catalogue. This was being used to identify technical staff who might wish to share their experiences as part of a case study.
- A survey on authorship and acknowledgement would be going live on 3 March 2023 for three weeks; members were encouraged to promote this to technicians in their areas.

Action: Members to promote the survey on authorship and acknowledgement in their areas (All)

5. Update on early plans for Technicians' Festival 2023 (NA, AHR)

NA informed members that the Technicians' Festival would be taking place from Monday 10 to Friday 14 July 2023, with a one-day conference planned for Tuesday 11 July at Scale Space, White City. The Festival would involve a week of career development activity for technicians, to include a mentoring workshop, a networking skills workshop, and possible sessions from HEaTED.

AHR mentioned that the Technicians' Network had received some research culture funding to host the conference. This one-day event would be geared at both internal and external participants. It was noted that AH had invited Sir Mark Walport, who would be attending as a guest and headline speaker.

The Steering Group provided ideas and suggestions for the Festival as follows:

- A troubleshooting session led by the Grantham Institute on real-life problems that technicians could help to solve.
- A sustainability session led by HEaTED.
- A talk about the College's new PRDP process.
- A speaker from Estates to talk about the decarbonisation project.

- A series of talks about the White City campus, including a technical operations and maintenance perspective.
- The President or Provost should be invited to open the event.

JA raised his concerns about past events being overly focused at South Kensington, which excluded technicians based at other campuses. AHR reminded members that the previous year's Festival was held virtually, to make it as accessible as possible. White City was relatively close to Hammersmith, so AHR hoped Hammersmith technicians would attend. She suggested that the Technicians' Network organise something at Hammersmith, with support from JA, on a separate occasion.

Action: It was agreed that members would share further ideas with AHR and NA (All)

6. Technicians' Exhibition

AHR reminded the Group that Imperial was in the final 12 months of its Technician Commitment action plan. In the plan, Imperial had committed to holding an exhibition to celebrate the diversity of the technical community and the broad range of technical roles at the College. AHR had begun early discussions with the Communications Team about creating a series of online profiles, accompanied by professional photography, of up to five technicians. These could potentially be presented at the Technicians' Festival in July.

Action: It was agreed that members would be contacted for recommendations of technicians to feature (AHR/NA).

7. Update from the London and SE Institutional Leads Group (AH, SS)

It was noted AH had not attended the most recent meeting. SS had attended and advised the Steering Group that UCL was making headway with career pathways project and that Imperial also needed to pick up this thread of its action plan. A project was underway to share job description examples across the Group.

8. Any Other Business

None

Next meeting:

Wednesday 14 June, 15:00 – 16:00