

Technician Commitment Steering Group

Wednesday 12 May 2021
11.00 – 12.00
MS Teams Meeting

Minutes

Meeting #12

Attendees

Present:

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| Nazia Hirjee | Faculty Operations Officer, Natural Sciences (Chair) (NH) |
| Joel Abrahams | Biological Research Officer, Surgery & Cancer (JA) |
| Ailish Harikae | Apprenticeships Manager, LDC (AHR) (Minutes) |
| Allison Hunter | Technical Operations Manager, Life Sciences (AH) |
| Ken Keating | Technical Operations Manager, Bioengineering (KK) |
| Russell Stracey | RSM Workshop Supervisor, Materials (RS) |
| Adriyana Stefanova | Learning and Development Coordinator, ICT (AS) |
| Dr Sharron Stubbs | Senior Laboratory Manager, Infectious Disease (SS) |
| Angela Williams | Learning and Development Officer, Estates (AW) |

Apologies:

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| Paul Brown | Mechanical Workshop Instrumentation Manager, Physics (PB) |
| Lindsay Comalie | Organisational Development Consultant, LDC (LC) |
| Stephanie Ludwig | Learning and Development Administrator, LDC (SL) |
| Okan Kibaroglu | Head of Business Operations, ICT (OK) |
| Monica Suarez | Learning & Development Lead, ICT (MS) |

Agreed Actions:

New

- NH to share an update on the Technician Commitment renewal with the Provosts' Office and AHR to engage with Comms to develop a news story.
- NH and AHR to meet with Andrew Tebbutt from Student Recruitment and Outreach.
- NH to promote Technicians' Network summer event through Deans and FOOs.
- AHR to explore offering a physical venue for the Technicians' Network summer event.
- AHR to liaise with the Science Council around recruiting professional registration assessors from within Imperial.

Older

- Steering Group members to share further case study examples of technicians being named on publications with AHR.
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Minutes

1. Welcome and apologies (NH)

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

- The minutes of the last meeting were deemed to be an accurate record of discussions.
- Actions from the last meeting were considered. It was noted that:

Naming of technicians in research publications

Since Professor Nick Jennings would be leaving College, work on this thread would be paused for the time being. In the meantime, Steering Group members should continue to share examples with AHR of technicians being named in publications. **(Action: All)**

3. Feedback on Technician Commitment submission (NH)

- NH reported that Imperial had received very encouraging feedback from the Technician Commitment peer review process on its December 2020 submission.
- It was agreed that NH would share an update with the Provosts' Office and that AHR would engage with Comms to develop a news story. **(Action NH, AHR)**

4. Support Services Committee (NH)

- NH advised that she had delivered a presentation on the Technician Commitment to the Support Services Committee in April and that attendees been supportive of the initiative.
- A key action would be to engage with Andrew Tebbutt and the Student Recruitment and Outreach team, who were keen to involve technicians with some of their activity. NH reported that she and AHR had a meeting planned soon with Andrew to explore opportunities for collaboration. **(Action NH, AHR)**

5. Plans for Technicians' Network summer event 2021 (AHR)

- AHR reported that plans were underway for a week-long virtual programme of conference sessions and career development workshops for the technical community, to take place in late June / early July 2021. The conference sessions would be themed around EDI and Sustainability.
- Concerns were expressed that, even with 'bite-sized' sessions, technicians might struggle to participate. It was agreed that NH would circulate the programme to Deans and FOOs and ask them to encourage their technicians to participate. **(Action NH)**
- A request was made for a physical space to be provided, for technicians based on campus who wanted to join the conference session away from their desks. **(Action: AHR)**

6. Update from Institutional Leads Group (SS)

- SS provided an update from the Summer Term Institutional Leads Group meeting. She reported that several new institutions had joined the group. Progress on the submission for peer review of Technician Commitment impact reports and phase 2 action plans varied across members.
- The group had agreed that two cross-institutional networking events would be held each year, in the Autumn (September) and in the Spring. These would be virtual events for the foreseeable future.

- There had been discussions on secondment opportunities, work shadowing and changes to the professional registration application process.

7. Update on apprenticeships (AHR)

- AHR advised the group that three appointments had been made for the 2021 intake of engineering technician apprentices (one electronic and two mechanical). Recruitment would begin shortly for the first intake of laboratory technicians (two places) and for the new maintenance technician apprenticeship scheme within Estates (two places).
- NH said that the timing had not been suitable for the Faculty of Medicine to participate in the pilot laboratory technician apprenticeship scheme, but she hoped that they would come onboard in future. SS said that she would keep this on the agenda with fellow Senior Laboratory Managers within the Faculty and would be very interested to hear how the pilot progressed.

8. Update on professional registration (AHR)

- AHR told the group that this year's programme of support for science technicians to undertake professional registration was underway, in collaboration with Stephen Franey (Science Council Applicant Support Mentor). AHR explained that the Science Council were no longer able to resource face-to-face assessments, unless applicants had a particular need, due to a shortage of assessors. AHR was concerned that this would impact negatively on the number of applications made.
- NH asked AHR to explore whether a call could be made internally for assessors among our own technician professional registrants. **(Action AHR)**
- AHR advised the group that she had identified an individual, with a broad experience of professional registration for engineers, to work with a group of engineering technicians, mirroring the support provided to science technicians by Stephen Franey. She hoped to be able to share further details at the next meeting.

9. AOB (NH)

- AW told the group about her EDI seed fund project on mental health awareness in relation to students from Black, Asian and Ethnic Minority (BAME) communities. Five technicians had attended a workshop.
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