Imperial College London

Technician Commitment Steering Group

Friday 9 December 2022
11.30 – 12.30
MS Teams

Minutes
Meeting #17

Attendees

Present:

Ailish Harikae	People & Organisational Development Consultant (Acting Chair) (AHR)
Joel Abrahams	Biological Research Officer, Surgery & Cancer (JA)
Naweeda Ahmad	People & Organisational Development Coordinator, POD (NA) (minutes)
Allison Hunter	Technical Operations Manager, Life Sciences (AH)
Ken Keating	Technical Operations Manager, Bioengineering (KK)
Okan Kibaroglu	Head of Business Operations, ICT (OK)
Rakesh Patel	Head of Maintenance, Estates (RP)
Russell Stracey	RSM Workshop Supervisor, Materials (RS)
Dr Sharron Stubbs	Senior Laboratory Manager, Infectious Disease (SS)

Apologies:

Paul Brown	Mechanical Workshop Instrumentation Manager, Physics
Tim Venables	Institutional Lead for the Technician Commitment
Angela Williams	Learning and Development Officer, Estates

Agreed Actions

- Contact Chairs of EDI Forum and Imperial Artworks Group to introduce the new Technical Staff Representatives (AHR)
- Aneesha Bhumber to be invited to the February Steering Group meeting (AHR)
- Departments to be contacted in relation to external award schemes and support to be provided centrally for the development of citations (AHR)
- Consider offering a Networking Skills session as part the next Technicians' Festival (NA)

Minutes

1. Welcome and apologies (AHR)

The Chair welcomed everyone to the meeting. Apologies were received from Paul Brown, Tim Venables and Angela Williams.

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

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 at today's meeting.

3. Technical Staff Representatives for [EDI Forum](#) and [Imperial Artworks Group](#) (AHR)

Members were invited to consider candidates for Technical Staff Representatives to the [EDI Forum](#) and [Imperial Artworks Group](#). Ji Young Yoon (Bioengineering), the current Representative to both Groups, would be leaving College in December to take up a new role at Queen Mary University of London as Technical Facilities Manager. The Steering Group recorded its thanks to Ji and wished her well.

The Chair explained that the [EDI Forum](#) acted as a 'listening post' to capture and discuss EDI issues and that representatives were approachable by anyone in College. The Forum met once a term to identify issues for escalation to the College's EDI Strategy Group. Aneesha Bhumber (Teaching Laboratories Technician, Faculty of Medicine Centre and Imperial 600 member) had expressed an interest in the role and the Steering Group fully supported her nomination.

The Steering Group then considered representation for the [Imperial Artworks Group](#), a new committee which met once a term to ensure that Imperial's diverse staff and students were being reflected through the artwork on display. Miguel Hermida Ayala (Biosciences Core Facilities Manager, Bioengineering) has expressed an interest in joining the group. KK, Miguel's line manager, supported his nomination and it was agreed by all that he should succeed Ji.

It was agreed that Aneesha and Miguel would serve for one academic year in the first instance.

Action:
- Contact Chairs of both Groups to introduce the new Representatives (AHR)
- Aneesha Bhumber to be invited to the February Steering Group meeting (AHR)

4. Discussion: Nomination of Technicians for External Award Schemes (All)

A discussion took place on how to nominate Imperial technicians for external award schemes. It was agreed that the Steering Group would not write or submit nominations centrally but would proactively encourage Departments to nominate individuals from their areas (since they best knew their technicians and their achievements). However, AHR would provide support and guidance with the process of writing citations, as necessary.

Ahead of the meeting, a list of the technical staff recipients of internal staff recognition awards in 2022 had been circulated to the Steering Group. It was agreed that AHR should contact the Departments of all recipients listed to make them aware of the Papin Prizes, a series of national awards that publicly recognised technical excellence in academia. The Group also identified several additional candidates for the Papin Prize 'Newcomer' category from among the College's technical apprentices.

A more general discussion followed on supporting technical staff to grow their networks and connect with others across College. RP highlighted that smaller group settings could be helpful in this regard. OK spoke about some training that had been provided to his ICT apprentices on networking skills (delivered by Janine Waldman and coordinated by AHR); it was agreed that a similar session might be useful for the technical community.

Actions:
- Departments to be contacted in relation to external award schemes and support to be provided centrally with the development of citations (AHR)
- Consider offering a Networking Skills session as part of the 2023 Technicians' Festival (NA)

5. AOB (AHR)

JA asked why the WISE Technician Award was not running in 2023. AHR explained that no information was available as yet on their website, but that it might be running later in the year.

<u>Next meeting</u>:
Wednesday 1 February 2023, 11:00-12:00