

OUTREACH WORKING GROUP

Minutes | 11am Thursday 8 August 2019

Attendees: Louise King (LK, co-chair), Jo Cook (JC), Aimi Hewitt (AH), Shelagh Lovell (SL),
Miriam O’Hanlon (MO), Emma Murphy (EM)

Location: G80, Botnar Research Centre

Agenda Item 1	Welcome and apologies
	LK welcomed the working group. Stephen Jones, Jane Niederer and Lucy Davies sent their apologies.
Agenda Item 2	Previous meeting minutes
	The previous meeting minutes were approved.
Agenda Item 3	
NDS Work Experience Programme	The NDS Work Experience Programme 2019, which ran in July, was a success thanks to everyone involved. The students gave positive feedback and both weeks ran smoothly. We have decided to increase the number of students to 12 (six per week) to allow two more students the opportunity to take part. LK shared copies of the application form. The questions we ask on the application form help us assess the applicants’ interest in science and medicine. However, deciding on the successful applicants is always difficult as we receive 50 plus applications. To help us further with the selection process, it was decided to include two additional questions/sections in which the student will enter their gender and will let us know if they have applied to our work experience programme before. We discussed the idea of asking for a reference from their teacher, however, we believe this would perhaps discriminate those students from state schools that may find it difficult to gain a reference. Some students from state schools have commented that they do not receive any help from their teachers to secure a work experience placement. LK also informed the working group that some of the students commented that they would have liked to have seen more information about the NDS work experience programme on our website. LK will add more photos and quotes from past students, and will also add some quotes from staff members who ran sessions. In addition, LK will add examples of what sessions were ran during past work experience weeks.
Agenda Item 4	
IF Oxford: Science and Ideas Festival	We have a joint stall with NDORMS at IF Oxford on Saturday 19 October (Westgate Shopping Centre, 9am – 5pm) and Sunday 20 October (Oxford Town Hall, 12noon - 5pm). The activities so far will be: banana suturing, augmented reality T-shirts (with iPads), 3D printed models, a body parts quiz, and depending on space, Paul The Torso. EM will also run a bacteria activity. Other possible activities,

depending on availability, are: the surgical robotic training system, fruit biopsy (organ transplant) and showcasing the technology used in the treatment of neuropathic pain. LK to update the working group once she has heard who is able to attend on which day. A call for volunteers has been included in the NDS Bulletin for the past few issues. We will also ask individuals within our teams and offices. LK informed the working group that the NDS/NDORMS stall has been listed in the IF Oxford programme, which will be published later on this month. We discussed the importance of volunteers and how we might encourage more members of staff from the department to take part in outreach and public engagement activities. Should it be a requirement that every NDS researcher carries out at least one outreach activity every year? LK will look into this.

Agenda Item 7	Actions for Outreach Working Group	Decision / Outcome
	<ol style="list-style-type: none"> 1. LK and JN to find two more volunteers for Cheltenham Science Festival 2. ALL – to help find volunteers for IF Oxford 3. LK to discuss with Jo Snoeck about how to encourage more members of staff to take part in outreach 	<ol style="list-style-type: none"> 1. Valerie Parke, Oliver McCallion and Clare Dunstan kindly volunteered
	<ol style="list-style-type: none"> 1. JC to ask James FitzGerald about using his models at outreach events 	<p>An email has been sent to James about IF Oxford</p>

Agenda Item 8	Actions for other committees or Management Board	Decision / Outcome
	No action points.	

Agenda Item 9	AOB	
	None	

Agenda Item 10	Date of next meeting	
	Arrange for September	