

OUTREACH WORKING GROUP

Minutes | 2.00pm Thursday 30 January 2020

Attendees: Louise King (LK), Jane Niederer (JN), Jo Cook (JC), Emma Murphy (EM), Emily Hotine (EH)

Apologies: Miriam O'Hanlon, Aimi Hewitt, Shelagh Lovell, Clare Dunstan, Stephen Jones, Hannah McGiven

Location: G38, Botnar Research Centre

Agenda Item 1	Welcome and apologies
	LK welcomed the working group. Emily Hotine is a new member.
Agenda Item 2	Previous meeting minutes
	The previous meeting minutes were approved.
Agenda Item 3	Swindon Science Festival
	<p>LK confirmed that NDS had booked two tables and two chairs for both days (Friday 21 February and Saturday 22 February) of the festival. The festival will take place from 10am-5pm (exhibitors can set up from 8am) at the STEAM railway museum in the Swindon Outlets. LK, JN, EH, Katie Gordon-Quale, Val Parke, Joanna Lysakowska, Amy Cross and Alastair Lamb were confirmed volunteers (EM is no longer available). Due to questions over staffing, and the fact that many volunteers would only be available for one day, it was decided that NDS would attend on Saturday 22 February only.</p> <p>LK informed the WG that this is a new festival, so she is still waiting for more information. It was agreed that NDS would showcase the augmented reality t-shirts, banana suturing, robotic surgery simulator and glow-germ activities. It was also suggested that we make video demonstrations of how to do some of the activities in case volunteers are unwell on the day, so that other volunteers could be confident of how to do the activities. It was discussed that 150 bananas were brought to IF festival (plus additional bananas) and the stall ran low on bananas. It was suggested that we would need 200 bananas.</p>
Agenda Item 4	Outreach Programme 2020
	LK informed the group of the intention to work more with secondary schools and diversify the outreach programme. EH mentioned discussions she'd had with Selene Ryan-Vig at Cochrane UK about using their network to establish relationships with secondary schools and give talks. The group also discussed engaging with schools to participate in an art competition to design the art for the NDS Christmas card.

	The WG discussed the need to brainstorm new activities that would be appropriate for that age group and JC suggested making a call for volunteers and activity ideas at the Away Day. EM discussed an ‘infected cherry’ activity that had been successful with older students, where each student would rub a cherry, one of which being ‘infected’, then they would shake hands with three other people. Samples from the students’ hands would then be grown overnight to show how many people had been infected. The WG discussed adapting the exercise so it wouldn’t need 24 hours to grow the cultures, and it was suggested the glow-germ material be used instead.
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Agenda Item 5	Athena SWAN
	<p>EH discussed the pledges made in the AS action plan relating to outreach, namely the recording of volunteer data and participant data. The difficulties of recording participant data at festivals due to the volume of participants was discussed and it was suggested that volunteers hand out colour-coded discs to children (based on gender) who would be asked if they now wanted to become a scientist/surgeon and would deposit the disks either in a jar labelled “yes” or “no”. This will be trialled at the Swindon Science Festival.</p> <p>EH then discussed the tension between the desire to showcase female talent at outreach events and the danger of over-burdening female members of staff. The WG concluded to aim for a 50/50 gender split of volunteer academics, with an emphasis on asking different women and engaging more male academics. The WG decided that academics should be approached individually with a proposed activity in their specialty for them to demonstrate at events.</p> <p>EH informed the WG that volunteering was now an official part of PDR.</p>

Agenda Item 6	AOB
	LK informed the WG that the department has received 22 work experience applications so far and asked for volunteers to support with assessing applications. EM and EH agreed to help. Applications close end of February and LK will inform successful applicants by 31 March. LK will send applications to EH and EM to review before meeting to discuss and select top applicants.

	Actions for Outreach Working Group	Decision / Outcome
	<ol style="list-style-type: none"> 1. LK to find more volunteers for Swindon Science Festival 2. EH to send LK emails regarding working with secondary schools (NEW) 3. WG to approach James Fitzgerald, Fadi Issa, and Regent Lee to volunteer at next outreach event (NEW) 4. LK to send work experience applications to EH and EM for review (NEW) 	<ol style="list-style-type: none"> 1. New volunteers EH, Val Parke, Alastair Lamb, Joanna Lysakowska and Amy Cross will attend

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

Agenda Item 7	Date of next meeting
	Arrange for March 2020.