

Minutes of Meeting

Teesside Group Committee and Teesside Early Careers Panel Meeting

Date Held: Thursday 24th January 2019 **Venue:** T2.13 – Curve Building, Teesside University

Date Issued: Monday 28th January 2019

Recorded by: Molly Bell

Subject: **IChemE Teesside Members Group - Minutes of Meeting**

Participants:

Paul Frank (PF)	Peter Dodd (PD)
Molly Bell (MB)	Rana Faisal Mahmood (RFM)
Andrea Pearson (AP)	Stefano Ceci (SC)
Dmytro Stratiychuk-Dear (DSD)	Sam Gooneratne (SG)
Adrian Northey (AN)	

Apologies:

Ralph Grob (RG)	Pascal Pemha (PP)
Nick Howard (NH)	

Distribution (Above Plus):

IChemE Member Support Group

David Hardy (DH)	Ankur Kapil (AK)
Helen Dennisson (HD)	Alex Frank (AF)
Jane Atkinson (JA)	Peter Hunt (PH)
Katie Fort (KF)	Sam Wilkinson (SW)

Action By

1 Apologies

1.1 Apologies as listed on previous page.

2 Minutes of Previous Meeting and Matters Arising

2.1 The minutes of the December meeting reviewed and accepted. Action review added to future agendas. MB

3 Financial Accounts

3.1 2019 Budget:

SC has produced a budget for 2019 (to be submitted for IChemE approval). Includes:

- Prizes for Teesside University Chemical Engineering graduates
- Annual Dinner
- "Bring it On" event - Adrian to look at possibility of sharing contribution with IChemE Tyneside.
- Technical Talks
- School Links
- Networking
- Member Expenses
- AGM

AN

4 Events

See 'Events Table' at end of document for all events.

4.1 Upcoming Events:

1) Annual Dinner: (8th March 2019) Date coincides with International Women's Day.

- Speaker confirmed as Zoe Lewis. No fee for the event so committee has offered a £250 donation to a charity of her choice (if the dinner does not make a loss as a result). Jane Atkinson unavailable so an alternative additional speaker is being looked in to.
- Peter Hunt has confirmed support from ABB.
- IChemE to set up webpage for event registration allowing invitation letters to be sent out.
- Table price is not to be reduced. Individual seats will be sold at a discounted rate.
- Aiming for 120 attendees. Confirmed are SUEZ, SABIC, ABB and CPI. SG looking into possibility of a university table.
- Committee to confirm 'top table' attendees.

AP/AN

AP/DSD

SG

AP/AN

2) Cyber Security Talk:

- Advertised via email and in CIE newsletter. Confirmed 10 registered attendees.
- AP to host on behalf of the committee.
- SG/PF to advertise to university students.
- Event is open to all.

AP

SG/PF

3) Year in Industry:

- Hosted by SABIC.
- Looking at possibility to invite editor of The Chemical Engineer, to potentially get a feature in the magazine. DSD
SC/MB
- Could also organise a social event on the evening?

4) Ethics Presentation:

- To be presented by Bill Cotton from Jonson Matthey. MB
- Target recent graduates.
- MB to organise.

5) BSIG High Value Technical Transfer Conference:

- Likely to be held in Darlington in early July.

4.2 Event Feedback

- 1) Pressure Relief Talk:** Excellent feedback from recent lecture. Thank you Faisal for the talk. Would have had more attendees if the IChemE had better advertised the event. Email statistics: 745 sent, 203 opened, 13 link clicks.

5 School and University Links

5.1 School Links

No updates.

5.2 University Links

- BEng presentations taking place on the afternoon of 15th February. Assessors needed.
- IChemE Teesside to offer £200 in prizes to Chemical Engineering graduates. SG and PF to confirm prize categories. SC to confirm awards do not need to be considered by IChemE Awards panel. SG/PF/SC

6 Early Career Panel (ECP)

No updates.

7 Communication

- Request for IChemE to send through weekly updates of the number of people signed up to events. DSD
- Facebook group requires advertisement. All

8 Any Other Business

- AGM: To take place w/c 20th May. Provisional date 23rd May. MB to keep on top of event organisation. MB
- New IChemE website looks impressive and is mobile device friendly. Future minutes to be uploaded onto 'documents' area. Members may submit photo for committee profiles. MB/DSD

- Congress Update: Elections of Chair (Nigel Hurst) and Vice Chair (Jane Cutler).
- AN has agreed to host the annual quiz until 2020. Committee looking into a PF/AN bigger event at the University for All engineering disciplines.

9 Future Meetings

9.1 Date, Time and Venue of Next Meeting:

Thursday 21st February. Venue TBA

9.2 Apologies for Missing Future Meetings

Events Table 2018 - 2019

Future Events	Date, Time	Location	Owner	Details
Cyber Security Presentation	31 st Jan	T1.10 Curve Building	PF	Arranged and advertised.
Year in Industry Event	June 2019		SC	SABIC hosting.
Visit to Fujifilm	TBC	Billingham		TBA
Ethics Presentation	TBC	Teesside Uni		MB to organise. Presented by Bill Cotton from Johnson Matthey.
Process Safety / Environmental	TBC	Visit / Tour		Jo Fearnley from Jacobs has offered a presentation. RG/SG to determine if this can be done in line with University course requirements.
GSK	TBC	Visit / Tour		AF to finalise details
CPI Wilton	TBC	Visit / Tour		PF to finalise details
Safety system talk	TBC	Teesside Uni		NH potential talk on safety systems TBC.
Hartlepool Power Station	TBC	Visit / Tour		PF previously liaised. They can only do tours on Mon-Fri afternoons beginning at 1-2 pm and lasting for about 3 hours. They can accommodate ~30. They also indicated they could do Saturday mornings if a guide was available. AN has already planned a separate tour – committee await feedback from AN. No further information – needs updating
Joint Institute Event	TBC	at MIMA		Networking event? What Teesside will be like in 10-20 years. AN/PF
Canadian Fertilisers (CF)	TBC	Visit / Tour		PF to enquire