

ISAP Annual General Meeting 2018

Tuesday 4th December 2018, The Geological Society, Burlington House, London, UK

Minutes

Members in Attendance

James Adcock, Roger Ainslie, Kayt Armstrong, Alister Bartlett, Paul Cheetham, Joerg Fassbinder, Robert Fry, Chris Gaffney, John Gater, Matthew Guy, Chrys Harris, Paul Johnson, Mike Langton, Roland Linck, Neil Linford, Paul Linford, Kris Lockyear, James Lyall, Joep Orbons, Andrew Payne, Michal Pisz, Finnegan Pope-Carter, Anne Roseveare, Martin Roseveare, Marion Scheiblecker, Armin Schmidt, Christian Schweitzer, Thomas Sparrow, Joanna Szarkowska, Lieven Verdonck, Andreas Viberg, Mark Whittingham.

(32 out of 284 paid members (paid either in 2017 or 2018) = 11%, hence the quorum of 10% was reached)

Also in attendance: Alex Birtwisle, Helen McCreary, Robbie Austrums

1. *Apologies* Actions

Apologies were received from James Bonsall, Heather Gimson and Immo Trinks.

2. *Minutes of the Previous Meeting (15 September 2017, Bradford)*

The minutes had been made available on the web. No objections were raised against these minutes. [The Chair therefore subsequently accepted these as true and accurate records of the meeting].

Matters arising

Competency Levels

Jimmy Adcock has forwarded to the Management Committee the CIfA competency matrix, which shows general geophysics competencies for different CIfA membership levels. As there was no urgent requirement to progress this topic the Management Committee postponed actions, but may revisit this again later.

Spending money on field schools

A list of existing field schools (or ‘training workshops’, ‘training schools’, ‘summer schools’ etc.) has not yet been compiled as this was deemed difficult. It is currently being discussed by the Management Committee whether a related future funding stream from ISAP should go (a) directly to field schools or whether (b) ISAP members should receive bursaries to attend a field school of their choice. In both cases the supported events would have to be vetted so that ISAP support is directed to events that are compatible with ISAP aims. It was noted that by vetting field schools for funding this would be an indirect endorsement through ISAP and hence transparent criteria would be required. Some of the non-institutional field schools may require direct financial input from ISAP (option (a)) in order to allow some planning certainty. To ensure that bursaries are used for ‘relevant’ field schools a short report could be requested for *ISAPNews*.

Financial Support from ISAP

ISAP is currently providing financial support for bursaries (from £20 to approximately £150), poster prizes, project funding through the ISAP-Fund, ISAP promotional material (e.g. roll-up banner, see below), and collaborating

with other institutions and organisations through ArchaeoLandscapes International (ALI; money spent now supporting ALI activities may eventually lead to funding opportunities for ISAP members through ALI).

Future activities that are already considered for ISAP financial support include printing a promotional brochure, paying for a promotional booth at other conferences (e.g. SAA), supporting training workshops or field schools (see above), and establishing ISAP as a legal entity (this activity will be considered for 2019).

A recent on-line questionnaire allowed ISAP members to suggest additional activities that could be supported. The ideas submitted include:

- Creating presentations that can be used to promote geophysics guidelines (EAC and CifA) at events (see discussion below).
- Increase the ISAP-Fund (see discussion below).
- Proofing-Fund: reward ISAP members who correct language for publications by non-British speaking members. For this the subject expertise of ISAP members is required. This was deemed a good idea in discussion, also for other languages, but members felt uneasy about financial rewards. It was asked whether it might be sufficient for ISAP to act as a broker with a list of members maintained on the web willing to help with such proof-reading, possibly with ‘badges’ awarded as recognition (e.g. similar to stackexchange.com). Other activities in the ISAP community may be recognised in similar ways. However, given the considerable amount of work required for proofing longer texts and the sometimes time-critical nature of such translations (e.g. in Poland some grant applications of 50 pages need to be written in English) a financial incentive may be useful.
- Organise training sessions for planning-archaeologists to recognise poor reports and demand better ones. Although this was deemed to be an important issue, it is recognised as a big topic that needs considerable discussion, not just related to the UK, but internationally. Members commented that in the UK sometimes archaeological planning decisions are not even made by archaeologists and, allegedly, that out of fear of legal challenges and indemnity issues some reports are accepted too easily. Training is clearly needed and possibly CifA can provide opportunities. However, given that the CifA GeoSig is mainly composed of commercial contractors it may be seen as biased when advising and this needs to be addressed. ISAP, with its inclusive ethos may be considered less judgemental. In any case, promoting guidelines and also standards (e.g. EAC, CifA) is an important way forward.

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3. ***Annual Report of the Management Committee***

Social Media

Earlier this year an extensive questionnaire about views related to Social Media was submitted to the membership with a subsequent detailed evaluation of results in *ISAPNews*. Based on the findings a Twitter account was created for ISAP (@archprospection). It currently has 202 followers, many of which are not ISAP members. It was felt that the approximately 50 items that were created or re-tweeted so far were effective (judging by replies and re-tweets). Providing the account with interesting input requires a time commitment and is currently undertaken by Kayt Armstrong, Paul Johnson and Armin Schmidt. The Management Committee has drawn up guidelines for its use of the Twitter

account. These include: tweets should be directed towards peers and the general public (including other archaeological professions), there should not be too many tweets from the account to avoid 'Twitter-fatigue' (hence no live conference tweeting; instead point to others who do, or to hashtags) and it is better to create original content rather than re-tweet to avoid duplications.

An additional Instagram group was suggested for posting, for example, survey images. However, the benefit for ISAP was deemed small compared to the required administration and it was recommended to promote instead an 'just an image' column in *ISAPNews* for such postings, even if it less immediate.

Editor

There is already a Facebook group for archaeological geophysics (currently moderated by Alistair Wilson, Jimmy Adcock and David Hunter), but Michal Pisz expressed that he would prefer an additional Facebook group which only had ISAP members. Given that moderating this would require further time commitment (let alone the data protection issues when aligning it in whatever form with the changing ISAP membership database) it was deemed to add not enough to the current provisions to warrant such an additional setup.

ISAPNews

Members are encouraged to submit more contributions to *ISAPNews*. A new column is planned (working title 'when things look strange') which will have an accompanying web page with content openly available. Jimmy Adcock has agreed to be guest editor for this column.

EAC Guidelines

Armin Schmidt gave a presentation about the EAC guidelines to archaeologists in Belgium explaining the context of the guidelines and commenting on some of the key findings. The presentation will lead to a publication in Belgium and it is expected that this can be distributed widely.

ISAP's role may be to help with the implementation of the EAC guidelines in different countries.

EAC will translate the geophysics guidelines into Polish. This was welcomed by the authors and a final proof-reading by a polish-speaking subject specialist has been requested.

The ISAP-Fund

The ISAP-Fund Secretary, appointed in Sept. 2017, has done tremendous work, including chasing institutional account administrators and dealing with other complications. Applications for the funding have unfortunately decreased (two applications for November 2017 and one for September 2018). The reasons are not obvious. In the discussion some members mentioned that they found the level of £1000 sufficient, others found the application process difficult. Members will be asked for feedback about what could be done to encourage more applications. During the discussion members were asked to encourage non-members (including NSGG members) to join ISAP and apply to the ISAP-Fund. The idea of an 'open call' (i.e. no fixed deadlines) was briefly discussed, but the reviewing process of such a system was deemed too difficult.

ISAP-
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Neil Linford reminded the meeting of funding through the Tony Clark fund which is being administered by the ISAP Honorary Member Andrew David.

ArchaeoLandscapes International (ALI)

Armin Schmidt attended the ALI AGM 2018 and promoted the plan to establish a legal status for ALI so that it can bid for EU money. For this a Dutch stichting

(broadly comparable to a British Trust) was chosen. Since ISAP is a member of ALI, funding that goes to ALI may also become available to ISAP and its members.

ISAP supported the national Archaeological Geophysics meeting in Poland in October 2018 by providing an endorsement and presented itself with a poster.

Based on discussions at the 2017 AGM a poster and a roll-up banner were produced to advertise ISAP at conferences and meetings. If members attend conferences, they can borrow the banner to promote ISAP; members should contact the Chair to arrange shipping.

The ICAP conference 2019 will be held at IT Sligo, Ireland, from 28 Aug- 1 Sept. This is earlier than originally planned since EAA had brought its own conference forward. The conference organisers are still accepting suggestions for workshops.

ICAP 2021 will be held in Lyon, which has submitted a good proposal.

4. ***Financial Statement***

The financial position of the Society remains stable (see appendix) with an approximate surplus in 2017/18 of £1060. Further spending, especially on the ISAP-Fund is desirable.

5. ***Next AGM 2017: 1 September 2019, Sligo***

The next AGM will be at IT Sligo, Ireland, during ICAP 2019.

7. ***Any Other Business***

The Soil Science & Archaeo-Geophysics Alliance (SAGA) has been set up as an EU funded COST Action, running for four years until 2022. It consists of a network of ca. 30 countries and in addition to training will also enable access to international specialist soil processing and testing laboratories. The UK representatives are ISAP members Kayt Armstrong and Martin Roseveare.

A Special Issue of the journal Remote Sensing (published by MDPI) is edited by Carmen Cuenca Garcia and is accepting submissions for the topic 'Sensing Archaeology in the North: The Use of Non-Destructive Sensing Methods in Archaeology in Scandinavian & North-Atlantic Territories'. This is an open access journal and publication fees may apply.

The ISAP poster prize for this NSGG conference (£50) went to Kris Lockyear for 'Mapping Verulamium'. Runner up was Helen McCreary with 'What can we do with Red, Green, and Blue?' and in third place was Kate Welham with 'LoCATE - The Local Community Archaeological Training and Equipment Project'.

The meeting was chaired by the ISAP Chair, Chris Gaffney. It lasted from 17:50 to 19:05; the minutes of the meeting were taken by Armin Schmidt and accepted by the Chair on 31/12/2018.

Appendix: Financial Statement 2018

ISAP financial summary 1 April 2017 to 31 March 2018		
Opening bank balance:	Sterling	Euros
Sterling	£14,800.55	
Euros		€ 846.25
Receipts:		
Subscriptions	£1,973.83	€ 311.00
Donations	£14.34	
Bank interest	£5.41	
Advertising	£340.00	
EAC Guidelines cash sales	£50.00	
Closure of € account	£950.92	
Total receipts	£3,334.50	€311.00
Payments:		
Bursaries and Prizes	£580.00	€ 56.00
ISAP Fund grants	£800.00	
Guidelines printing/postage		
Web hosting	£10.64	
Repay loan (for bursary)		
Bank Charges	£124.83	€ 8.96
Closure of € account		€ 1,092.29
Total payments	£1,515.47	€1,157.25
Net surplus/deficit	£1,819.03	-€ 846.25
Closing bank balances	£16,619.58	€ 0.00

ISAP financial summary 1 April 2018 to 25 November 2018		
Opening bank balance:	Sterling	Euros
Sterling	£16,619.58	
Euros		€ 0.00
Receipts:		
Subscriptions	£801.40	
Donations	£0.00	
Bank interest	£3.43	
Advertising	£300.00	
EAC Guidelines cash sales	£6.03	
Total receipts	£1,110.86	
Payments:		
Bursaries & prizes	£0.00	
ISAP Fund grants	£1,000.00	
Guidelines printing/postage		
Web hosting		
Expenses ArcLand	£223.23	
Bank charges	£42.49	
Total payments	£1,265.72	
Net surplus/deficit	-£154.86	
Closing bank balances	£16,464.72	