

Royal College of Science Union

Minutes of the 1st Ordinary Meeting of the Operations Board

Held at 10:00 on 23rd June 2014 at the RCSU Office (Sherfield 214D)

PRESENT:

- Serena Yuen – RCSU President (SY)
- James Badman – RCSU Honorary Junior Treasurer (JB)
- Philip Kent – RCSU Honorary Secretary (PK)
- June Gan – RCSU Science Challenge Chair (JG)
- Akash Jyoti – RCSU Welfare Officer (AJ)
- Jonas de Beukelaer – RCSU Web Communications Officer (JdB)
- Ben Stockton – RCSU Broadsheet Editor (BS)

APOLOGIES:

- Zoe Hsu – RCSU Academic Affairs Officer (ZH)

ABSENT:

- Guillaume Trojani – RCSU Vice-President (Operations) (GT)

Observers:

None

Meeting opened at 10:08.

A. CHAIR'S WELCOME

RECEIVED: This item was verbally presented by SY.

NOTED:

1. This board works under the VPO, GT, who is not present today.
2. Serena welcomed everyone to the board under his absence.

B. TREASURER'S BUSINESS

RECEIVED: This item was verbally presented by JB.

NOTED:

3. Sponsorship is currently being attained, currently have only contacted Citi who have declined.
4. In the absence of GT, sponsorship is being handed internally by PK, JB, and SY.
5. Only limited funds are expected for next year.
6. JG noted she has contacts at PwC and Microsoft.

ACTION: JG to send contacts.

7. All contacts should be sent to PK, JB, or SY as soon as possible.

8. It was noted that there is no grant for Broadsheet this year and hence adverts need sourcing. Some adverts/sponsored content will be sourced as part of general sponsorship contacts but general adverts are also necessary.
9. There does not appear to be any money for the Handbook either.

C. SCIENCE CHALLENGE

RECEIVED: This item was verbally presented by JG.

NOTED:

10. An initial meeting has been held with last year's chair and rough plans have been drafted.
11. A list of potential judges have been drawn up for the video competition, namely Vsauce and Khan Academy. It is thought the potential judge could aid people in the video production.
12. A representative from the Wellcome Trust could be a potential judge. BS has a contact.
ACTION: BS to pass on contact to JG.
13. The Launch is provisionally scheduled for w/c December 1st, but not on Wednesday or Friday.
14. The Final is provisionally scheduled for mid-March.
15. Unique event sponsorship is expected to fund the prizes and the event in general.
16. JB reported last year's funding consisted of £5,000 from FoNS, £833 from Deutsche Bank, £1,500 from the RCSA, and a SGI contribution.
17. Thought now needs to be given as to the Final venue.
18. There is provision for a special Science Challenge committee, if the names are submitted to PK this can be arranged.
ACTION: JG to send names, if applicable, to PK as soon as possible.

D. NEW WEBSITE

RECEIVED: This item was verbally presented by JdB.

NOTED:

19. PK is planning to finish the new website before passing over to JdB to finish.
20. JdB plans to place all the RCSU services in one place as things are currently quite disjointed.
21. Further plans to be formulated over the summer.

E. STANDING ITEMS AND MEETING FREQUENCY

RECEIVED: This item was verbally presented by PK.

NOTED:

22. As a new board there are no recommendations as when to hold each meeting.
23. It was felt that having verbal updates each meeting from each officer to summarize the work of their board would be beneficial.

RESOLVED:

- a. To hold this meeting twice a term.
- b. To mandate each member of the committee to provide a verbal report each meeting.

F. FRESHERS' HANDBOOK

RECEIVED: This item was verbally presented by BS.

NOTED:

24. A meeting with the Union regarding deadlines is to be held tomorrow.
25. It is intended to fill in the void left by changes to the ICU handbook in the RCSU one, if applicable.
26. Adverts from the RCSU will be included.
27. AJ wished to make the welfare content more comprehensive, but it is to be decided what specific content to add.
28. The deadline for the handbook is provisionally late August/early September.
29. Printing will be handled by the Union, the same printer could be used for Broadsheet.

RESOLVED:

- a. For bios to be sent by departmental representatives, departmental societies, and SY.
- b. JG to proofread the handbook.
- c. PK to send last year's artwork to BS.

G. ANY OTHER BUSINESS

No other business.

Meeting ended at 10:30.