

Royal College of Science Union

Agenda of the 3rd meeting of the Executive Committee

To be held at 10:30 on 1st October 2014 at the RCSU Office (Sherfield 214D)

Chair: Serena Yuen – RCSU President

Clerk: Philip Kent – RCSU Honorary Secretary

Attendees:

- Serena Yuen – RCSU President
- Philip Kent – RCSU Honorary Secretary
- James Badman – RCSU Honorary Junior Treasurer
- Lucinda Sandon-Allum – RCSU Vice-President (Activities)
- Guillaume Trojani – RCSU Vice-President (Operations)

Apologies received from:

Nobody

MEETING AGENDA:

- A. Chair's Welcome *(Serena)*
- B. Approval of the Minutes of the last meeting of the Executive Committee *(Serena)*
- C. Treasurer's Business *(James)*
- D. Matters Arising *(Serena)*
- a. Mailing Lists (Philip)
 - b. Ball Venues (Serena)
 - c. Depsoc Sponsorship and Event updates (James)
 - d. Year Budget (Serena and James)
 - e. Mailing list permissions (Serena)
 - f. List of sponsors to contact earlier (Serena)
 - g. Professional filming for Science Challenge (Philip)
 - h. Departmental contact email for Science Challenge (Serena)
 - i. Stock Check (James)

MATTERS FOR REPORT:

- E. Verbal Reports
- a. President
 - b. Honorary Junior Treasurer
 - c. Honorary Secretary
 - d. Vice-President (Operations)
 - e. Vice-President (Activities)
- F. Accounts Review *(James)*
- G. Freshers' Week Update *(Serena)*

Agenda
Executive Committee (3rd Meeting)

H. Freshers' Events *(Lucinda)*

MATTERS FOR DECISION:

I. Forms for Departmental Societies *(James)*

J. President's Office Hours *(Serena)*

K. Committee Ball Tickets *(Serena)*

L. Careers Fair *(Serena)*

M. Departmental Representatives Policy *(Philip)*

N. Any Other Business

DATE OF NEXT MEETING: To be decided