

Royal College of Science Union

Minutes of the 1st meeting of the Operations Board

Held at 16:00 on 21st June 2017 at the RSM G1

PRESENT:

- Michael Edwards – RCSU President (ME)
- Michael McGill – RCSU Honorary Junior Treasurer (MM)
- Michael Edwards – RCSU Honorary Secretary (ME)
- Abhijay Sood – RCSU Academic Affairs Officer (AS)
- Shervin Sabeghi – RCSU Welfare Officer (SS)
- Ansh Bhatnagar – RCSU Science Challenge Chair (AB)
- Ivan Tang – RCSU Web Communications Officer (IT)
- Pranavi Agarwal – RCSU Broadsheet Editor (PA)
- Lloyd James – RCSU President 2016-17 (LJ)

APOLOGIES:

- Becky Neill – RCSU Vice-President (Operations) (BN)

Meeting opened at 16:05.

A. Introduction by LJ and ME

Short introduction by ME at the first meeting of this committee.

B. Broadsheet

RECEIVED: LJ and ME took lead guiding PA into her role

NOTED:

1. Last issue of the broadsheet in 2016/17 was co-edited by LJ
2. Fresher's Handbook will include an RCSU Overview, Short Introduction written by all committee people and Dep Reps.
3. Advertisements for Fresher's week should be coordinated with Entertainments
4. A regular network of writers should be created to ensure consistency and certainty
5. LJ volunteered to write a regular column on Data Analysis (*note by clerk: The excitement by the committee was very hard to contain*)
6. Writers for the Broadsheet could be hired during Fresher's fair.
7. The possibility of hosting a writing competition to attract more potential writers.
8. Online presence as well as promotion from DepReps during welcome talk is required

RESOLVED:

- a. PA to email LJ regarding Format/Handover
- b. PA to chase up all committee members for the Fresher's Handbook statement
- c. MS to send PA the contact emails of the committee members
- d. PA to contact VPA about the Event Ads in Fresher's Handbook

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- e. ME to contact DepReps about advertising RCSU during Fresher's

C. Welfare

RECEIVED: AS guided SS into his role

NOTED:

- 9. The importance of attendance at the Union Council and Communities + Welfare Board meetings was stressed, which are held monthly.
- 10. The possibility of Welfare Officer to join the RCSU Academics Affairs Board (AAB) was considered. ME noted that this would be officially resolved in the autumn term 2017.

RESOLVED:

- f. Welfare Officer to be part of AAB

D. Science Challenge

RECEIVED: ME and LJ guided AB into his role. AB presented a designed Science Challenge Logo

NOTED:

- 11. RCSU Logo was to be replaced from the Logo design with its default design
- 12. Venue for the final has to be found
- 13. Theme of the Science Challenge should be chosen by the students from a selection proposed by AB
- 14. The judges should be contacted as soon as topic is decided (September at the latest)

RESOLVED:

- g. ME to send AB an email regarding the Science Challenge
- h. ME and AB to have a meeting the week of the 26/10
- i. LJ to share his Robert Winston contact with ME

E. BAH Fest

RECEIVED: LJ presented the event to the committee

NOTED:

- 15. It is a Science Comedy Competition where a bogus scientific hypothesis is defended on stage with evidence found on the Internet.
- 16. Youtube Live was used in 2017. Facebook live was considered as alternative.

RESOLVED:

- j. The position of BAH Officer to be created for year 2017/18

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F. Website

RECEIVED: ME guided IT into his role

NOTED:

17. The format of the PhysSoc website was meant to be implemented for other DepSocs. It was noted that its encoding includes some PHP formulas which can cause difficulties in user friendliness when implementing it.
18. Minutes of Meetings should be regularly uploaded by IT in future and the website should be kept in order.
19. It was considered to look for a DepSoc wide Webmaster, which coordinates the websites throughout the departments.

RESOLVED:

- k. IT to brush up on Wordpress
- l. LJ to handover the Login to IT

Meeting closed at 16:55.

G. Points of Action summarised:

- a. PA to email LJ regarding Format/Handover
- b. PA to chase up all committee members for the Fresher's Handbook statement
- c. MS to send PA the contact emails of the committee members
- d. PA to contact VPA about the Event Ads in Fresher's Handbook

- e. ME to contact DepReps about advertising RCSU during Fresher's

- f. Welfare Officer to be part of AAB

- g. ME to send AB an email regarding the Science Challenge
- h. ME and AB to have a meeting the week of the 26/10
- i. LJ to share his Robert Winston contact with ME

- j. The position of BAH Officer to be created for year 2017/18

- k. IT to brush up on Wordpress
- l. LJ to handover the Login to IT