

Royal College of Science Union

**Minutes of the 3rd meeting of the Science Challenge Committee**

Held at 12:00 on 23rd November 2016 at the RCSU Office (Sherfield 214D)

**PRESENT:**

- Lloyd James – RCSU President (LJ)
- Griffin Farrow – RCSU Honorary Junior Treasurer (GF)
- Michael Edwards – RCSU Honorary Secretary (ME)
- Sina Lari – RCSU Vice-President (Operations) (SL)
- Rani Mehta – RCSU Science Challenge Chair (RM)
- Abhijay Sood – Physics Departmental Representative (AS)

**APOLOGIES:**

- Ben Sharpless – RCSU Broadsheet Editor (BS)
- Ben Collier – RCSU Publicity Officer (BC)
- Zack Xiang – RCSU Web Communications Officer (ZX)

**ABSENT:**

**OBSERVERS:**

*Meeting opened at 12:00.*

**A. General Update**

**RECEIVED:** RM delivered this item

**NOTED:**

1. RM has secured another judge for the Challenge from the Wellcome Trust, who could take on the feature article or the creative writing section.
2. Re: Ships of the Line - the conditions from ORNC require that at least three are ordered. RM will ask if an exception can be made.
3. The budget was discussed - as per the report in the Appendix.
4. For AV provision (venue has none) - it was suggested that DramSoc could be enlisted. Issues with the travel time and set-up were raised. The room contains a screen, and that will be needed to show the category winner for the video/digital category.
5. To cover the over-budget, it was suggested that the Faculty could be approached for more funding (keen to provide funds for these operations), or residual monies from last year could also be used.
6. It was thought that the 5 minute digital entry could be too long - it needs to be stressed that this is a maximum and not a target, with more being put on the way they communicate the information. In terms of the written entries - a limit of 1,500 words was set across the board.
7. The interview with Robert Winston will occur on the 7th December at 11am - BS should be invited, along with a representative from Felix who knows how to conduct an interview. Along these lines - LJ promised to contact BS to get something about the interview in the next Broadsheet, and in time to hype the Challenge across campus at the time.

**RESOLVED:**

- a. RM to continue chasing judges -  $\frac{3}{4}$  confirmed, 1 needed.
- b. RM to contact the caterer to see if they can provide just one SOTL.
- c. DramSoc to be approached for AV provision at the Final.
- d. LJ to contact the Faculty to discuss extra funding.

**B. Discussion of Budget**

**RECEIVED:** RM delivered.

**NOTED:**

8. Items that need to be considered are as follows - the prize pot - £4,000 (as previously), or extend to £5,000, due to the anniversary year; Covering travel costs for judges; cost of AV (stage, speakers and projector).
9. LJ suggested a sponsored question, approaching an organisation such as ABSW or Nature to offer their own question in return for sponsorship to cover the event costs.
10. An issue with a previous Science Challenge has arisen - namely, an invoice for a final was not paid in a timely fashion. RM has provided all the information to LJ and GF, and they have found an issue with the way the deposit was paid.

**RESOLVED:**

- e. LJ and GF to look up the invoices from previous SC and fix.
- f. As above - LJ to contact Faculty and DramSoc.

**C. Catering**

**RECEIVED:** RM delivered.

**NOTED:**

11. ORNC offers corkage at £4 per bottle of wine or £6 per champagne bottle.

**RESOLVED:**

- g. LJ to look into provider for wine for the launch.

**D. Launch and Final Admin.**

**RECEIVED:** RM and LJ delivered.

**NOTED:**

12. SAF G16 and G34 have both been booked for the Launch, and can be swapped between depending on how much interest we get in the event.
13. With regards to official inviting of College and external dignitaries - LJ read out the list of people who were invited and attended last year's Final. It was decided that the list and number should largely remain unchanged - this information can be retrieved from LJ and the number is 65.
14. WRT further judges - general interest is to invite 'big-names' such as Simon Singh and Zach Weinersmith, although there may be difficulty. ME offered to find a futurologist author

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who wrote for the BBC Focus magazine. RM has a back-up judge with Cancer Research UK, and LJ reminded of the potential of a sponsored question.

**RESOLVED:**

- h. LJ and RM to lead on invites.
- i. ME to seek the futurologist from Focus.

**E. Website**

**RECEIVED:** LJ and RM delivered.

**NOTED:**

- 15. RM offered a list of changes that need to be made. Largely this includes aspects of the theme, with text and pictures needed to be altered. LJ offered to make the changes.
- 16. There has been identified an issue with the sign-up process and associated information - the schools system is particularly complex. LJ suggested the use of a Qualtrics form onto which teachers upload the entries from their interested students. For the video entry, the video is to be uploaded to YouTube and the link sent on the form. This needs to be in place in good time, and would be good to have in place by the end of term.

**RESOLVED:**

- j. RM to update terms and conditions for entry
- k. LJ to update the website with ZX and external help.

**F. AOB**

**NOTED:**

- 17. The suggestion of inclusion in the CREST awards has been disregarded - the activity requirement was not seen to be met by taking part in the Science Challenge.
- 18. The adverts for the event need to be in all major Outreach and College newsletters to have the desired effect of high turnout of entries. This includes schools and Union organisations, such as the other Constituent Unions.

**RESOLVED:**

- l. LJ to contact CGCU, RSMU and ICSMSU to advertise the Science Challenge through their Faculty student networks.

*Meeting closed at 13:15.*