

# St. Catharine's College MCR Meeting

04/09/06 1pm

MCR Room

**Present:** Dan, Martina, Paul, Richard, Rosie, Roy

## 1. Apologies

Lizzie and Ali

## 2. Previous Minutes

The minutes from the 26<sup>th</sup> of July were approved by everyone present.

Some action points still need to be completed:

- Roy to ask about the fire
- Changing the drinks cupboard locks has been discussed with Phil Dean and the Junior Bursar, but not much has happened since
- Dan and Roy have discussed the guest policy with Heather and the Graduate Tutors, who were unsure themselves.

## 3. Fresher's Week

### 3.1 Timetable

A few events had changed since the last meeting; for example the formal has been moved due to a clash with a Fellow's event. A provisional timetable is given below:

<b>Day</b>	<b>Event</b>	<b>Main Organiser(s)</b>
Sat 30 <sup>th</sup>	Informal pub trip	Rosie
Sun afternoon	Team Building	Roy
Sun evening	Welcome Drinks	Dan, Roy, Paul
Mon	Punting (film if raining)	Rosie, Martina
Tue	Parents-Children Formal Drinks in the MCR	Lizzie Dan, Ali
Weds	Cheese and Wine/Bowling (tbc) Or other event	Richard, Roy
Thurs	Paws and Claws (event tbc)	Lizzie and Patrick Flack
Fri	Ghost Tour Hot Chocolate in the MCR	Dan Martina, Song
Sat afternoon/eve	BBQ at Whichcote House  Sports activities	All Committee Rosie, Richard to sort food (+Dan and Roy) Song

Sun Ideas include a walk to Granchester,  
Hare and Hounds fun run or a film

Though the organisation of events has been split between the committee members, it's expected that everyone will be available for most events to help out.

Roy suggested a themed film if the weather was too bad for punting; e.g. showing March of the Penguins and serving ice cream etc.

Roy mentioned the problems of having a fixed timetable (the confusion over punting last year etc). A provisional timetable is needed by Heather to put into the Fresher's pack, though this should make very clear that it is only provisional. The timetable should also be advertised in the MCR during the week.

**Action: Lizzie to confirm formal details (i.e. permission for not wearing gowns if this is needed), Dan to confirm price of ghost tour, more information required on Paws and Claws event by next meeting. People to let Dan and Roy know if they are unable to help with the event they are listed by.**

### **3.2 Parents-children**

There was a huge amount of interest from current MCR members and Dan has provisionally allocated parents and children. The accepted parents will receive a free ticket to this formal, though Freshers attending will be charged the normal rate.

Martina suggested that parents might want to email a photo of themselves (voluntarily) because there were problems last year with not knowing who your parent was.

**Action: Email addresses have been passed on from Heather; Dan to circulate these so parents can get into contact.**

## **4. Summer Events**

It was felt that there is not enough time to organise a big event due to work/holiday commitments, though some small events such as film nights might be considered to drum up some interest in the MCR before Freshers Week.

## **5. MCR Keys**

Currently, MCR keys are handed to the Porters and distributed to new members with no list of who does or doesn't have a key. Also, all graduates are charged a £10 deposit regardless of if they collect a key or not.

The porters now refuse to handle the MCR keys, so these have all been collected by Dan/Richard. They have suggested that the keys are given out at the start of term and a list of these is given to Kathy Malley to be added to the 2<sup>nd</sup> College Bill. This seems a fairer system than blanket-charging everyone.

The process for returning deposits is still to be confirmed; if members haven't left it is refunded with the other college deposits, or possibly a cheque will be sent out.

Richard will also start a list of who has received and returned their keys.

**Action: Richard to discuss our suggestion with Kathy Malley, Dan to work out how many new keys we need cut, and at what cost.**

## **6. Website**

### **6.1 Bio**

The committee page needs a small description of what everyone's role is. It was decided that a very brief summary of what we are studying would be useful, though the cheesy jokes should perhaps be kept to a minimum.

**Action: Everybody to email a few lines to Paul by this Friday 8<sup>th</sup> September.**

### **6.2 Events Listing**

Richard and Paul suggested that an interactive events calendar would look quite depressing if it was mostly empty, so instead it would be better to have a listing similar to that available on the webpage at the moment, though one that is much clearer and more relevant.

### **6.3 Formal Hall Software**

Martina gave a quick demonstration of the very smart-looking new formal hall booking software, which will be available via the MCR website. Dan and Richard suggested that you shouldn't be able to view who else had booked tickets due to confidentiality issues. Raven authentication is required, and there is some liaison required with the College Computer Officers regarding software issues. However, it is hoped that this can be resolved before the start of the new academic year.

Administrator access was discussed, and proposed to limit this to the Formal Hall Officer, Events Officer and Computer Officer.

**Action: Martina to discuss software issues with Stephanie Clarke, Martina to hide the email ids, Paul and Richard to investigate Raven authentication.**

## **7. Any Other Business**

### **7.1 Carpets**

The carpets were cleaned recently but there is still a bad smell in the top MCR room.

**Action: Dan to speak to the Domestic Supervisor Sue Bullen**

### **7.2 CUSU Fees**

Richard mentioned that last year's committee did not pay the CUSU affiliation fees; this has been resolved with CUSU though hasn't yet been paid due to problems with handing over the account signatories.

**Action: Richard, (Roy and Dan) to sort out bank account, Richard to pay CUSU fees.**

### **7.3 Food and Drink Representative**

Song-chuan Chen has expressed an interest in filling this position. As well as having ideas for increasing healthy eating, advertising and payment changes, Song expressed a desire to get involved with the general running of MCR events (and has

provisionally been named within the Freshers Week timetable). Everybody present was in support of co-opting this position.

**NOTE: Subsequent to this, it has been decided that this point may need some further discussion, so action will be held until the next meeting.**

**Action: discuss at the next meeting**

#### **7.4 Assisi House TV License**

Ali emailed to say that since she has now moved out of Assisi there is no TV license for the communal TV.

It was decided that it would be unfair for a) the MCR to purchase a TV license, as it does this for no other residence, and b) the price of a TV license should not be put onto the college bill of Assisi residents as the TV may not be used by everyone.

This should be something that those at Assisi should sort out for themselves, as happens in other graduate residences.

Richard brought up the point that as the MCR purchased the TV, we may be responsible if it's used without a TV license. It was proposed that the TV should be removed if a license hasn't been purchased after a suitable length of time.

#### **7.5 Visit to Whichcote House**

Rosie asked if it would be possible to visit, especially since we are planning the BBQ there. Dan has also been receiving emails from prospective graduates asking about the accommodation, but has been unable to tell them much. The difficulty in gaining access was discussed, as was the late moving in date.

**Action: Roy to look into this**

#### **7.6 Next Meeting**

It was decided by everyone present, and requested by those not present that meetings should be moved to the evening due to work commitments.

Provisional dates:

Thursday 21<sup>st</sup> – 8pm – MCR

Tuesday 26<sup>th</sup> – 8pm – MCR

Several members of the committee expressed a need for a meeting during the week beginning the 11<sup>th</sup>; Dan will be unavailable for this.

**Action: Everybody to email whether they can attend the two dates above, Roy to sort a meeting between the 11<sup>th</sup>-15<sup>th</sup>.**