



MCR Committee, St. Catharine's College

Meeting held on **Wednesday, July 29th, 2015**

MINUTES

Present

Ravi Raninga (Co-President), Michael Rivera (Co-President), David Wade (Treasurer), James Elderfield (Computing Officer), Erin Oerton and Izzy Everall (Social Secretaries), Marcus Fantham (Food and Drink Officer), David Battersby (Formal Hall Officer)

Absence with apologies

Rachel Lai (Secretary), Helene Mobbs (Education Officer), Charlie Northrop (Welfare Officer)

The meeting was called to order, chaired and minuted by Michael Rivera.

15	<p><u>Minutes of previous meeting</u></p> <ul style="list-style-type: none">• The process through which committee expenditure should be managed was set up by DW, with a shared spreadsheet for keeping track of committee spending and reimbursement• JE set the Committee up with role e-mail addresses• RR mentioned we have 39 graduate students so far interested in being a parent for the parent-child scheme• RR continuing to look into an anonymous concerns form for sensitive/serious issues, with help from DW• MR to sort out newspaper subscriptions in Michaelmas Term, with help from DW• MR reminds all to let RR/MR know of any college-wide issues <p>ACTION: MF has acquired a cupboard key for himself, but also looking into getting an extra one made</p> <p>ACTION: MF to hand over receipts for handover BBQ to DW</p> <p>ACTION: MF to continue work in sorting out the button for the coffee machine</p> <p>ACTION: From this meeting onwards, RR/MR to begin nominating two committee members to confirm the minutes of each meeting</p>	MF RR MR
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16	<p><u>Open meetings/hustings</u></p> <ul style="list-style-type: none"> • Committee agreed that half of the year’s meetings should be Open Meetings • The first open meeting will be on August 24 • The first open meeting of term will be on October 27, after Freshers have settled down, at which we may also advertise Green and External Officer roles <p>ACTION: RR/MR to send out invitation to the MCR for the August meeting</p> <p>ACTION: RR/MR to invite MCR to open meeting in October, advertising Green and External, and to organise hustings and voting shortly after</p>	RR MR
17	<p><u>Freshers’ Week events</u></p> <ul style="list-style-type: none"> • EO and IE emphasised we only need agreement from the JCR to book the bar, <i>etc.</i> on certain dates during Freshers’ Week, <i>before</i> we may finalise bookings with Catering, or e-mail the Dean for review of the plan • Parent-child dinner is October 8, Matriculation dinner is October 12 (to which the Committee are invited) and the first formal run by Committee is October 15 • EO and IE asked for some help from the Committee on the following: <ul style="list-style-type: none"> → DW to try and help EO and IE get in touch with JCR → MF to help set up pizza for film night, Sunday treats, wine and cheese night → RR/MR to prepare the MCR pub quiz → MR to help look into board game night • The following was also agreed upon about events: <ul style="list-style-type: none"> → We will try and find a deal with Scudamore’s punting – and it will be punting/’learning’ ourselves rather than punting tours → The theme for the bop will be “Neon Rave” → The treasure hunt and pub golf from last year will be used again, with slight modifications/additions → The first treats will be on the first Sunday of term-time → Worcester College, Oxford swap could happen either Feb 19/20 or Mar 4/5(?) → no preferences yet on which College we have a swap with (but perhaps Corpus Christi...) <p>ACTION: EO/IE to get agreement from JCR ASAP (with help from DW/RR/MR) and move forward with Catering and the Dean in finalising Michaelmas plans</p> <p>ACTION: MR to speak to alumni about tours of College</p> <p>ACTION: MR to help look into board games we should have available on board game night</p>	EO IE DB DW MR

18	<p><u>Summer and future formals</u></p> <ul style="list-style-type: none"> Formals have been put into place for Aug 13, Aug 27 and Sep 17, in the SCR for 48 people maximum, with help booking it from Charlotte, Martin and Philip Oliver Committee in agreement that the storages of sherry we have would be good to use instead to save money/effort setting up pre-drinks <p>ACTION: DB to investigate who of Philip Oliver/Peter Wothers/the Chaplain/others will be a fellow who joins us for those formals</p> <p>ACTION: DB to meet Bursar and Ella soon to discuss the subsidisation margin for formals, as there was a large £4,000-5,000 deficit at the end of the last year (although Charlotte has said price of formal won't go up).</p> <p>ACTION: DB/MF to decide where pre-drinks will be enjoyed and what pre-drinks we should have</p>	DB MF
19	<p><u>Freshers' Pack</u></p> <ul style="list-style-type: none"> Rosie Bell has asked the Committee if we are able to send off the Freshers Pack in mid-August (only three weeks away) HM has compiled ~20 pages of content for the Pack, which MR is proofreading and RL is laying out into a Pack Content in the Pack based on previous Packs include useful links and contacts, what to do upon arrival, information on dining, funding, transport, sports and societies, computer services and welfare New content includes a page on matriculation day, people who you should know (Masters, PO, PW, Rosie, Chaplain), and four pages on the four main graduate accommodations (with one small box on where to file a maintenance request, and another on the bedders' responsibilities) <p>ACTION: MR to keep working on text for the Pack, while RL works on the layout</p> <p>ACTION: All Committee to send bio and photo to JE for the website, and to RL for the Freshers' Pack by Tuesday, August 4th, including name, what year you're in, what you study, what your role is and what graduates can approach you about</p> <p>ACTION: EO/IE to send over 1-2 sentence descriptions of each Freshers' Week activity for the Pack</p> <p>ACTION: MR to put together the pages on graduate accommodation, with help from RR and DB</p>	ALL MR RL EO IE RR DB

20	<p><u>New website</u></p> <ul style="list-style-type: none"> Rosie said she would like to e-mail out the Pack as well as a link to the MCR website <p>ACTION: JE to continue pushing for the new website layout to be launched with Charlie and Ryan (hopefully within the next two days/one week)</p> <p>ACTION: MR to work with JE in making sure links in the Freshers' Pack will link to the right pages on the website – regardless of whether it's the old or new website</p> <p>ACTION: JE, MR and RL to work together in uploading the Google calendar of events on to the MCR website, once EO/IE/DB/MF can confirm dates</p>	JE MR RL
21	<p><u>Heritage Talks</u></p> <ul style="list-style-type: none"> HM has e-mailed the Master (but no reply yet), and compiled some names of individuals who we could approach if the Master can't make the Michaelmas Term <p>ACTION: HM to continue investigating the various possibilities for speakers</p> <p>ACTION: DB/MF to confirm if Tuesday is the best day of the week for Catering to accommodate dining</p>	HM DB MF
22	<p><u>Catz MCR Conference</u></p> <ul style="list-style-type: none"> PO is eager to put together the inaugural Catz MCR Conference, and is now investigating with other College staff on our behalf about money and permissions Our Committee are not going to run the Conference, but we will appoint members of the MCR to run it <p>ACTION: MR and RR to keep fleshing out the timeframe, the concept, the structure</p> <p>ACTION: MR to speak to alumni at some point to see if an alumnus or two might sponsor such an endeavour</p>	MR RR
23	<p><u>Coffee in the MCR and MCR tidy up</u></p> <ul style="list-style-type: none"> MF has sorted out the ordering of coffee, chocolate and milk powder MR suggested we tidy up the MCR at some point <p>ACTION: RR/MR to invite any available Committee to come along one afternoon/evening to go around the MCR and tidy up the place/investigating what we may need to improve/add to the MCR</p>	RR MR

24	<p><u>Use of sports facilities</u></p> <ul style="list-style-type: none"> • DB put it out there that we, as Committee, could encourage MCR members to use the sports facilities Catz has to a greater extent – either in some sort of MCR sports tournaments, or MCR Sports Day • Committee in agreement it would be good to have some sports event near the beginning of Michaelmas term (but not too close to Freshers' Week) to introduce MCR members to the sports facilities early <p>ACTION: RR and MR to investigate this possibility</p>	RR MR
25	<p><u>JCR/MCR lunch with College staff</u></p> <ul style="list-style-type: none"> • Simon Summers invited the MCR Committee to have a sandwich lunch with the JCR Committee and College heads of department <p>ACTION: RR/MR to let College know we prefer Friday, October 9th for lunch</p>	RR MR
26	<p><u>Agenda points</u></p> <p>ACTION: All Committee to try and send in agenda points (although it is sort of implied we'll follow up on issues from the last meeting), just as reminders to RR/MR on what we should discuss at the meetings.</p>	ALL

There being no further items to discuss at this time, the meeting was adjourned.

Next (open) meeting, on **Monday, August 24, 2015, 6:00-7:00pm**, in the **Rushmore Room**.