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| **Meeting:** | **Regular Catch-up Meeting II** |
| **Place:** | EB 0.13 |
| **Date and Time:** | 14th November 2023 1:15pm – 2:15pm. |

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1. **Apologies for absence**

**N/A**

1. **Notice for AOB**

If anyone would like to share any other business, they can do so at the end of the meeting.

1. **Area updates**
2. **Finance**

Rebecca will share status on the following:

* Integration Bee Transport Funding (Email to finance team, possible minibus booking, email to Gunnar asking for funding)
* Forms for pub lecture, and for BUMS On Ice 2023.

We will ask for Rebecca’s opinion on whether we should consider sponsorship for the society, to maintain funds for future years.

1. **SU Website**

Request that someone updates the Google Photos folder and uploads the shared link to the SU website so people can access event photos. **To do this we should include disclaimers on events that there will be photography that may be made public on the SU website.**

We could also consider sending out a survey to our members now that we have most people signed up. We can garner important feedback and ideas for the future.

Cameron will report on updated sign-up rate (# students who are members / # students in WhatsApp community). This is currently (254/376) 67.6%, up from (149/343) 43.4% as of 05.10.2023. This is very impressive and congratulations to all committee members for their hard work. Post a CTA in the WhatsApp chat encouraging people to sign up and reminding them that they will need a membership to attend events like the pub lecture.

1. **Academic Co-Ordinator**

Discuss the email we received from a member enquiring about the Academic Co-Ordinator position. Could take some pressure off Yuki by helping with Integration Bee and could be an extra hand for people during STEM Ball. How viable is this outside of the co-opting window?

1. **Social Media Plan**

Ask Yuki how he is feeling about the current Social Media plan, and gain feedback from everyone on how they think it is going.

Brainstorm ways to get more Instagram followers.

Schedule a time for the newsletter to go out and what content it should include.

1. **Integration Bee**

Do we have a room yet for the warm-up test? Has Yuki followed up? What is the current level of interest and are people clued in and kept aware? Have practice questions been distributed?

Get the department to send out another email as they messed the first one up.

1. **FPL Bingo**

Ask Matt to book a venue for this; one not too busy that will have somewhere to sit down, but with a good atmosphere and central.

Ask Rebecca to draw up an equipment list and the cost of running the event: Cameron to submit forms through Express365.

1. **Pub Lecture**

Check: are we all set on this? Have we requested the product to be set up on the SU website? Has it been advertised fully and correctly? Do people know about it and is the venue confirmed and booked?

1. **BUMS on Ice 2023**

Check: are we all set on this? Has it been advertised fully and correctly? Do people know about it and do we have a plan in place to meet people and what session to book?

Matt or Rebecca to conduct and submit risk assessment.

1. **The STEM Ball**

Amazing collaboration opportunity between BUMS, ChemSoc, PhySoc, BUBS (and possibly BCSS). We need to discuss this in detail and potentially organise a committee comprised of 1-2 BUMS members, 1-2 BUBS members, and one member each from ChemSoc and PhySoc. No public announcement until funding and organisation is complete (except within this publicly available agenda).

First step is reaching out to Matt’s contact – was an email sent?

Maths Ball as a back-up.

1. **AOB**