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AUScA Committee Meeting Minutes/Agenda - 30/1/19

CHAIR:	Naomi Smith
MINUTES:	Zhale Guseinova
PRESENT:	Naomi Smith, Rhys Morgan, Matt Tarran, Zhale Guseinova, Andrew Lim, River Pachulicz, Megan Jessen, Joe Pritchard, Ben Weimann, Sarah Bagster
APOLOGIES:	Sophie Winsborough
ABSENT:	Ammresh
DATE AND TIME:	30/1/19
LOCATION:	LG18 Lower Napier

	Outline
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1. Acceptance of minutes from previous meeting
2. First year Handbook
3. O-week Stall
4. Science Ball
5. Collaboration with Faculty of Sciences
6. Pubcrawl

Item 1	Acceptance of Minutes from previous meeting
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- ***Do we accept the minutes from the previous meeting?***
- **Moved by naomi, seconded by joe, favoured by all opposed by none**

Item 1	First Year Handbook
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- Articles still being collected - helpful if committee members are free to write articles
- Need to be submitted by the end of the week this week to allow time for printing before O-week **Editing team**
 - Joe will be the main editor
 - Subcommittee - Any other committee members interested in helping out? **sarah (editor); andrew (editor), Rhys,**
 - Use a website called Issuu to create the book; after we have the texts/images, it will only be a matter of putting everything together.
 - Editing/Final copy to be done by valentines day = 14th of February
- Science faculty are happy to will sponsor the publication - exec members will also be meeting with the science faculty on Monday next week, so would anyone like us to ask any questions too?
- **1. Andrew's enquiry: Past exams to be released to students**
- **Guest lectures : Velta**

Item 2	O-Week Stall for O-week
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- We have stalls on Tuesday from 10 - 4 and wednesday 9 - 4
- Redesigning banner - Sarah and Megan, (**add social media list, a few upcoming events ex. Scienceball, quiz night**)
- Need to collect everyone's availability for the o-week
 - One hour before/after extra
 - Will collect everyone's availabilities through an online survey after meeting



- **Naomi: Write a timetable of people's availabilities**
- Create small posters containing information about upcoming and future events - one of pubcrawl, one of sci ball
- O-week stall session - 13th of feb (napier) 3 pm - we will need someone who's attended this meeting to be at the O-week stall at all times - (Matt and Naomi will be attending this meeting and will likely be at the stall for most of the day anyway)

Item 3 Science Ball

- Still working on the venues and packages - Matt
 - Taking any more suggestions of good places for the ball
 - Stamford Plaza
 - Arkaba Hotel
 - National Wine Centre
 - Hotel Grand Chancellor
 - Playford Hotel
 - Adelaide Oval
 - Intercontinental
 - Convention centre
- Keep science bowl ticket prices the same as last year: member- 80; non-members- 85 (incentive to purchase membership - though most buyers are already members)
- Themes?
 - Underwater
 - Masked ball
 - Harry potter
 - Center of the earth
 - Lab-themed stuff?
 - Any more ideas?
 - Dates 24th of may most likely (couple weeks before SWAT week)
 - Need to organise DJ for Science Ball
 - **Early bird price option can be considered**



Item 4 Collaboration with Faculty of Sciences

- Collaboration with the faculty of sciences to promote AUScA and peer mentoring for the first year students



- Exec meeting tomorrow with any from the sciences faculty, other committee members are welcome to come along too - stick around after meeting for more details

Item 5

PubCrawl

- Still working on the theme of the pubcrawl + posters
- Have received a couple of submissions for ideas - if anyone else has any good ideas please let us know (and you will also get a free shirt) (**needs to be completed at least a week before O-Week preferably**)
- Any members with good artistic skills who can help design for the committee? (**Megan, Sarah, Matt**)
- Ask if anyone else is interested in joining subcommittee to help with pubcrawl
- Discounts and promotions on food

First year lectures - to promote AUScA

Ask lecturers whether they could promote AUScA through slide presentation

Stickers

- The person will get back to Naomi soon with more detailed information
- Sell left over pins
- Highlighters?
- Pens?

Guest lecturers funding

General promotions and AUScA advertising