### **Date & Time**: Tuesday 14th December 2021, 12pm

### **Location**: MS Teams

**Attendees (online):**

* Raiyan Hossain (RH)
* Mike Kay (MK)
* Rachel Smith (RS)
* Annas Mazhar (AM)
* Ed Fairey (EF)
* Martha Meara (MM)
* Megan Ballard (MB)
* Jenny Beech (JB)

**Excused:**

* Charleigh Kunzmann (CK)
* Amandeep Singh (AS)
* Gina Perry (GP)

#### **Agenda:**

1. Approve minutes from previous meeting

2. Outstanding Actions

3. Review of Christmas Dinner

4. Varsity Update

5. AU Ball Updates + Planning, Sponsorship & Raffle Prizes

6. COVID

7. ASU Awards

8. Club and Society of the months

9. Welcome Week 17th Jan

10. Any Other Business

#### **Minutes**

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| Item | Discussion | Action Points |
| **1.** | Approve minutes from previous meeting |  |
| **2.** | Outstanding Actions | **ALL** to send Pictures and descriptions for SU webpage to [student activities email](mailto:student.activities@aston.ac.uk?subject=SA%20EXEC%20-%20Picture%20and%20description&description&%20description)  **EF** to send clothing options  **ALL** to send **(EF)** Sizes for Clothing  **AM** to add **RH and AS** to society chair/presidents groupchat ASAP  AM to produce Club/society of the month survey and send to **MM, MB, RH, AS** so they can circulate and promote |
| **3.** | Review of Christmas Dinner   * Generally positive, a few issues with buffet and the allocation of vegetarian/vegan food. * Commercial to learn from this event and take into consideration at future events. Revenue generated from the bar exceeded expectation. * Commercial happy to facilitate event in future & possibility of a similar event in T2 if wanted. |  |
| **4.** | Varsity Update   * MK and AM held meeting with BCU and Internally with sports captains * Varsity dates provisionally last week of April (Wednesday 27th of April), Minimum duration 1 day and Maximum of 3 days * T-shirt keepsake for both Aston and BCU, Aston’s T shirts to be sponsored by Walkabout with after party hosted there * MK and BCU in talks with potential venues * Live streaming of varsity games to happen, BCU to facilitate with assistance of Aston | **AM, MK, RS** to circulate varsity graphics once finalised for SA exec approval |
| **5.** | AU Ball Updates + Planning, Sponsorship & Raffle Prizes   * Ticket sales have slowed down since initial push, still 240 tickets available * Venue currently has no Covid restrictions in place, potential to implement internal restrictions of Neg lateral flow AND OR Vaccine passport * Event to be sponsored by Endeavour (coach company) * Raffle revenue to go to Sport in Mind (Charity) | **ALL** to continue to source 2 raffle prizes for ticket to AU Ball  **EF, JB, AM** to send email Re reaching out to alumni for raffle prizes |
| **6.** | COVID   * Continue to follow government guidelines for events, something to be mindful * Do we want to implement restrictions at AU ball? General consensus – yes Negative lateral flow AND OR Vaccine passport for AU ball |  |
| **7.** | ASU Awards   * Possibility of the introduction of a collaboration award AND facilitating inclusivity award * Can we draw up a draft list of ASU awards and create a graphic to circulate so that Clubs/societies have these in mind to work towards | **AM** to send **CK** list of ASU awards  **CK** to create Graphic outlining the ASU awards |
| **8.** | Club and Society of the months   * October/November/December club & society of the month outstanding. Instead, ONE survey for Club/society of T1 with £150 distributed across THREE winners * Normal monthly winner to resume in Jan | **AM** to produce Club/society of Term 1 survey and send to **MM, MB, RH, AS** so they can circulate and promote to their respective group chats. |
| **9.** | Welcome Week 17th Jan   * Welcome week Term 2 (refreshers), timetable for the week includes City tours, trips, and mini welcome fair | **ALL** to make Clubs/societies aware of welcome week Term 2 & encourage volunteering (around exams)  **AM** to circulate Welcome week T2 timetable |