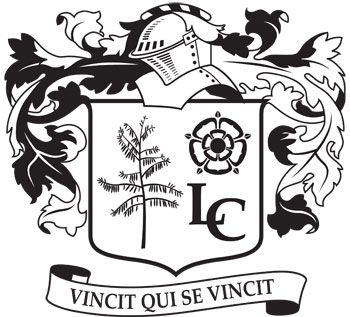
**Langwith College Student Association**

**Date: 05.06.18**

**Time: 1900**

**Location: Corner Room**

**Present: George R, Rohanna, Elisa, Jonathan, Rohail, Samantha, Katie, Naomi, Ose, Nasreen, Emma, Charlotte B, Sasha, Franki, Nathan, Laura, Julia, Ruth, Mariya, Oliver.**

**Apologies: Charlotte D, Sydney, Rose, Cal, George W, Georgia, Ailsa.**

**Absent: Naomi, Anastasia.**

**Minutes**

**Business and Communications**

**Merchandise**

College Merchandise to be sold during arrivals day, possibly near the DJ to draw people in.

**ACTION: Officers to make sure this is organized.**

**Sponsorship**

We have now received sponsorship from Flares and Popworld therefore we need to keep these on the route for our bar crawl in freshers week.

**ACTION: See above.**

**Communications**

We need to organize a handbook where we establish the role of the LCSA, STYMs and STYCs. Get all our social media out and get everyone to follow it there and then.

**ACTION: This to be organized over the summer before we come back in September.**

**Events**

**Freshers’ Week**

Friday Night Campus Bar Crawl means the Glasshouse will need to be decorated. Events officers to liaise with the Glasshouse concerning the theme and budget for decorations. We will have a rota for responsible people on each freshers night so that some exec and wellbeing members can have some nights off.

**ACTION: Sydney and officers to finalise budget and theme for the Glasshouse and then get the decorations.**

**Bilsland Bar Crawl**

Events officers to organize a Bilsland Bar Crawl for Autumn Term week 8.

**ACTION: See above.**

**Activities**

**Activities Fair**

Jonathan to organize all of the sports captains to be at the fair to get people to sign up to college sport.

ACTION: Jonathan and sports officers to make sure the captains know about it.

**Volunteering**

The Big Green Clean to be set up and run during international arrivals day.

**ACTION: Franki and Georgia to make sure this is organized.**

**Wellbeing**

**Free Food**

**ACTION: See above.**

**BAME**

BAME officers to discuss their plans for a mixer during fresher’s week further with Constantine and finalise the budget to give to George or Charlotte D.

**ACTION: Officers to get on top of this and pass on the budget.**

**Arrivals Day-Freshers’ Week**

Food will be provided for Head STYCs during arrivals day because they will have to be at Langwith all day. STYCs will be split in half, with one half helping out in the morning and second for the afternoon. STYMs to arrive when their blocks move in to introduce themselves to the freshers’.

**ACTION: Logistics of the day to be finalized by Elisa and George.**

**Orientation Day**

During this talk we will establish the role of the LCSA and Head STYCs. Also briefly mention the upcoming elections. We need to make sure this does not come across cheesey as it has done in recent years and get the STYMs to also speak during this talk.

**ACTION: Powerpoint and arrivals information to be organised ahead of Fresher’s Week.**

**International**

A survey is going out soon to all international students that will hopefully give us more insight into how to improve communications and events for the international students in Langwith. Get the information out to international students before the arrivals day.

**ACTION: International officers to feedback to the committee when they get the results of the survey.**