

LUSUMA Committee Meeting Minutes



Location: LU-Zoom-A:

<https://us02web.zoom.us/j/87664101680?pwd=Z2hjNXkrc2ZRV1NaWFNVV2N2cW1Odz09>

Date: 07/04/22

Time: 6:30pm

Present: Ahmed K, Feiz R, Jasmine H, Kiana HS, Melissa Y, Tej M, Beth C, Sharon S, Danica, Jemima B, Harriet, Peter, Amy, Sam A, Kehaan, Amir S, Alice T

Apologies:

Absent: Sam K

Agenda:

1. Bring back OUTROweek
 - a. make lusuma more inclusive
 - b. general expectations for all lusuma members to attend the meetings
 - c. attend intro and outro week
 - d. help out in socials
 - e. do your job
 - f. medical conference
 - g. introduce yourself to medical staff, prof holland
2. benefits for the committee
 - a. lusuma jumpers and rugby shirt
 - b. rockstar discount card - free let's disco tickets
 - c. med school fame,
 - d. good for fame and CV
3. The roles within the committee
 - a. Webmaster
 - i. contact sub soc presidents to update their page on the website
 - ii. contact to be made with Marcus
 - b. Media officer
 - i. facebook page - need to be updated to avoid confusion
 1. guidelines: post for all years on the main page but post for phase 1 on the pages for year 1 and year 2

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- ii. Committee introductions
- iii. medic offer holder page + whatsapp group
- iv. Twitter - guidelines
- c. Grad rep
 - i. summer meet up plans in outroweek
 - 1. meeting in the park to make it inclusive
 - 2. rounders could be used
 - a. tennis balls need to be ordered
 - ii. Making the grad students facebook and whatsapp groups
 - iii. An optional meeting in the weekend before intro week
- d. Sports sec
 - i. rounders
 - 1. forms and emails sent
 - ii. sports bookings
 - 1. expect an email from Aron
 - iii. Volleyball team
 - iv. TriSports
- e. Ball secretaries
 - i. summer ball
 - 1. only food and decorations left to sort out
 - 2. contract has been updated and emma has given the okay
 - 3. vegetarian options has been chosen so it can be advertised
 - a. create a spreadsheet for dietary requirements
 - 4. Grad ball
 - a. spreadsheet to be made
 - b. access will be given tonight
 - 5. Freshers ball in the end of introweek
 - a. same venue as last year in Kings power stadium
 - 6. halfway Soiree and Winter Ball
- f. Social secs
 - i. outroweek wimbledon and sports awards
 - 1. need to know the capacities
 - 2. 350 is enough
 - 3. martin is currently away but will be contacted when he returns
 - 4. student room
 - a. check logins still work
 - 5. committee handover meal and virtual social

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- a. preference for activities
- b. jas to create polls on facebook when she feels better
- c. ask martin about rockstar cards
- g. Charity and volunteering officer
 - i. a charity event for phase 2 to be organised
 - ii. conversation has been made with too funky, 150 capacity each
 - iii. fat cats would be good too
 - iv. talk to year 4, see when they finish and do the event a week after
 - v. the village hub has been contacted with regards to catering
 - 1. email them again if no reply received or give them a ring
- h. alumni and elective
 - i. google form or spreadsheet for those graduating
 - ii. need to make it and send it to them before they leave
 - iii. congratulatory support posts for finalists
 - iv. need a talk about how electives work and abroad elective options
- i. Welfare officer
 - i. the phase 1 to phase 2 transition went fine
 - ii. cake and coffee before exam
 - 1. zoom account to be made by Amir
 - 2. 25th or in that week
 - 3. create an event on facebook
 - iii. update the name of aunt shirley and send people an update
 - iv. check all the links are working
 - v. carry on with FAQ sessions
- j. Academic officer
 - i. google form for qualibudies
 - ii. jasmine to make a calendar
- k. secretary
 - i. profiles
 - ii. zoom
 - iii. access to the office in gdc
 - iv. google drive organiser
 - v. room bookings sorted
- l. webmaster the catcher
- m. Treasurer

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- i. budget
- ii. liaise with social, ball
- iii. coach ask for cheaper alternatives
- iv. team kits equipment
 - 1. full reimbursement
- v. rugby bus
 - 1. we weren't supposed to pay for it
 - 2. message lauren to double check about the price
 - 3. jumpers
 - 4. might have been reimbursed due to their progress but that not enough grounds for precedence
 - 5. the payment has been made
- vi. men football
 - 1. need to be clarified what went on with rugby
 - 2. but not mention in email cause it might stir up stuff
- vii. ball contracts needs to be sent to emma in SU and then signed by tej and amy before being sent to ahmed
- n. VPSS
 - i. oversee everything sports and sub society related stuff
 - ii. sorting out the jumpers
 - 1. 3 people for nicknames
 - 2. email to be sent from last year's supplier
 - 3. make spreadsheets of sizes and names and then send it off
 - iii. sports clothing
 - 1. old contract expired
 - 2. do not contact another company with our name yet, we still have a contract with the current one for another 3 months. it might have some legal repercussions
 - 3. work with alice to order trophies
- o. VPAWS
 - i. sponsorships for grad ball done
 - ii. make sure the logo HSCA is on the social media posts
 - iii. MH buddies
 - 1. waiting for an appointment with grace
 - iv. add the new logo to the lusuma website
 - v. looking for sponsors for the SU
 - 1. liaise with emma
 - vi. professional jumpers before the end of the year

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- p. president
 - i. everything
 - ii. welfare and mental health
 - iii. support booklets
- 4. events for next year
 - a. may outroweek
 - b. june phase 2 social
 - c. july graduation ball and handover dinner in end of june
 - d. september
 - i. chem week
 - ii. international welcome week
 - iii. intro week
 - e. october first year reo
 - f. november pub golf and nadmedsoc conference
 - g. december
 - i. grad christmas meal
 - ii. santa shot showdown
 - h. january
 - i. refresshers fairs
 - ii. refreshers
 - iii. half soiree
 - i. feb
 - i. charity event
 - j. march
 - i. AGM and election
- 5. outroweek
 - a. wimbledon
 - i. 8 or 9 options bars for pub crawl
 - ii. need at least 6
 - b. rounders
 - c. sports awards
 - d. summer ball
 - e. secret sover social
 - f. please try to attend, if not message beth
 - g. everyone help out
- 6. medic gym membership and team leicester plans for medics
 - a. beth to update us
- 7. Virtual SU meetings, be available for them
- 8. link to all sub societies

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9. Secretary's updates

- a. making sure everyone has added their signature
- b. Reminder to complete the contact list
- c. Sign up form for offer holder's day
- d. Committee member's profiles
- e. contributions from academic officer (harriet), welfare officer (kehaan), social secs (jemima and melissa), ball secs (tej and amy), diversity and inclusion officer (sam K), and grad rep (danica)