



Commercial Services Committee Two (2)

Minutes
Monday 14 December 2009

Present

S Cleaver	Union Councillor
D Cutchey	Vice President Communications
S Edwards	Ordinary Member
N Raj	Union Councillor
S McCarthy	Vice President Student Activities
R Semtumbi	Ordinary Member
RJ Wilson (Chair)	President
T Wood	Union Councillor

Absent without Apologies

AM Cotofan	Ordinary Member
------------	-----------------

In Attendance

L Blakeman	Receptionist/ Clerical Assistant
S Tuppen	Commercial Operations Manager

		Action
2	<p>Minutes of the Previous Meeting and Matters Arising</p> <p><u>Minutes</u> The Minutes were agreed as a true and accurate record of the previous meeting</p> <p><u>Matters Arising</u> Skint – ST clarified the proposal of table service put forward last year. This has not yet been run as the event is too busy and there are not enough tables for everyone who attends. The proposal will be piloted once the night gets quieter and ST will keep the Committee updated: Carried Forward</p>	ST
3	<p>Transition between Venues</p> <p>A discussion was held regarding the new venue & bar and whether or not we should open it in Easter 2011 or wait until the new academic year and open it in Freshers 2011.</p> <p>ST Left</p> <p>Concerns were asked in regards to opening the venue in Easter 2011, as it would be the last term of the year and would not be as busy as Freshers would be. SM suggested opening the new venue a week before Freshers and having it as a 'soft' opening for Sports and Societies, which could also be used as an operational point of view.</p> <p>ST returned</p> <p>ST explained that serious thought would need to go into Staffing both the new venue and 54, if we were to have them both open at the same time, but did not see a problem with a soft opening for S & S a week before Freshers 2011.</p>	

<p>4</p>	<p>Fresher's Meetings</p> <p>A discussion was held regarding next years Freshers with RJW explaining that he would like to arrange Freshers meetings in order to discuss plans for Freshers and to also encourage more student involvement.</p> <p>This years Freshers Ball was a success, with Freshers passes/ tickets being sold in Advance and also with ticket sales on the door and the Freshers Bar Crawl was commended, with it being agreed that this was a good event to have on the first day of Freshers, as it encourages people to get to know each other</p> <p>Suggestions for next years Freshers included:</p> <ul style="list-style-type: none"> • Freshers T-shirts, with a list of events, dates and times on the back of it • Campaigning the halls by having posters by all of the exits & having people visiting the halls, encouraging students to buy tickets • Freshers Angels – volunteers that will help out, giving information and guiding people. 	
<p>5</p>	<p>Summer Ball</p> <p>RJW explained how he would like to set up a Summer Ball Committee in order to discuss and decide the entertainment acts that will appear on the night, themes and colour schemes, possible sponsorship deals and everything else in regards to the Summer Ball.</p> <p>RJW & ST will look into setting up this committee.</p> <p>ST explained that certain parts, especially negotiations with the agents, would have to be kept confidential within the committee.</p>	<p>RJW & ST</p>
<p>6</p>	<p>Commercial Services Officer</p> <p>Carried Forward</p>	
<p>7</p>	<p>Bar Crawls</p> <p>RJW asked for feedback regarding this years Freshers Bar crawl.</p> <p>A discussion was held regarding the above, the differences between our Bar Crawl and other Bar crawls around Coventry (with DC explaining how we had our own security, making it safer) and also regarding the benefits of being able to run a Commercial Bar Crawl for next years Freshers, as the money made from this could go into things such as hiring more security staff, making it safer and would also be re-generated back into the Students' Union.</p> <p>TW explained about the SU's policy regarding Bar Crawls and how the policy would need to be changed before we could run a Commercial Bar Crawl and RJW explained how changing the policy, may not be that simple as we could come up against Stiff Resistance.</p>	

8	<p>Student Survey</p> <p>A discussion was held regarding the Student Survey and ideas for changes to it, included:</p> <ul style="list-style-type: none"> • Using Incentives to get students to complete the survey. • Changing the way the questions are written i.e: instead of <i>'What don't you like?'</i> We could use <i>'What would you like to see improved?'</i> • Changing some words to make it more student friendly • Adding an 'other' option to the questions • Including numerical questions, for example rating events on a scale from 1 to 5. • Starting a focus group to discuss the things that they did not like. • Allowing Students to pick more than one option on applicable questions • Asking them what type of nights they would prefer, i.e: R n B night? Indie Night? Etc 	
9	<p>AOB</p> <p>There were no further items of business</p>	
10	<p>Date of next meeting: Tuesday 19th January 2010</p>	