TSPEC

First official meeting (13/03/2019)

**Agenda:**

* Discussion of our vision and mission for the term.
* Discussion of our outcomes relating to our co-curricular stuff
* Discussion of logistics for our first sitting
* General points

**Minutes:**

Welcoming by speaker.

Discussion of general points:

Badges:

Cost point money and template of badges to be confirmed

Blazers:

To fetch from office

Minute:

Update to drive and reminder that meetings are open

Reports:

send onto drive and update in terms of adding contact details

TSR:

Monday, attendance to be consistent and regular, however we should have a representative present when others aren’t available, TSP agenda and questions we would like to ask. Questions in terms of priorities and minutes and constitutional education e.g. as opposed to meddling with their meetings. Portfolio updates.

Discussion of logistics for our first sitting:

* Within April (TBO) (Possibly the second week of April), due to terms on the campus. Considering attendance of SB (Student body)
* Booking of Venue
* Refreshment and finger food ordering (Popcorn, Doughnuts, club sandwiches and wine or just refreshments.)
* Incentive for attendance: Room Points
* Register (Importance in terms of allocating room points). Circulation of register? Register by doors or entrance.
* Constitutions to get hold of: TSC, TABR, PK and updated SP constitution
* Cluster Convener accountability.
* Media and marketing : request for agenda points to be sent in (more time allows for more agendas to be sent in (constitutionally needs to be emailed in)).
* PowerPoint for sitting.
* Accountability speaking section
* Leadership attendance request : Referral to the constitution to be made
* TSPEC Introduction and poster to be finalized

Discussion of our outcomes relating to our co-curricular stuff:

* Transcript: TSPEC to be added onto the academic transcripts of members
* General outcomes (To confirm with previous speaker) : Leadership skills and co-curricular champion (Gail)

Discussion of our vision and mission for the term:

* Vision and mission to be confirmed
* Individual: In term reports
* Collective: to be further discussed

General points:

* Remuneration forms
* Fund-raising possibilities
* Parliamentary visits
* Development courses: to be confirmed
* Awards date: To be confirmed
* Cancellation of Parliament week
* Potential political party debate (TBC)
* Signatures: Templates to be out ASAP
* Minute notices: colored paper needed

Conclusion: (Speaker)