

DCSA Minutes

4th December 2006

<u>Present</u>	Sarah Hamylton (SH)	President
	Rosienne Farrugia (RF)	Secretary
	Caren Weinberg (CW)	Council Rep
	Will Flynn (WF)	Council Rep
	Tomás Ryan (TR)	Ents
	Graham Robinson (GR)	Sports
	Jenny Symonds (JS)	Ents
	Mikhail Kibalchenko (MK)	International
	Chris Wright (CFW)	Comms
	Alice Hall (AH)	External
	Maja Ivankovic (MI)	Womens
	Nico Petty (NP)	Welfare
	Patrick Boner (PB)	Admiral
<u>Apologies</u>	Rosemary Frances (RMF)	LBGT
	Svetlana Yudina (SY)	Treasurer
	Bettina Schreck (BS)	Greens

Bop on Saturday

Bop sold out and was a success socially. A number of incidents happened and were reported to college and brought to DCSA attention:

1. Broken glass bottle outside the bursar's office – this bottle was not acquired in the bar. Security staff at the door were not allowing people out of the bar area with glasses and bottles. There were people drinking in the TV room who had brought their own alcohol. The bop and bar had nothing to do with this. The Ents officers and bar staff cleaned the glass at the time. (Noted by DCSA and dealt with)
2. One incident of throwing up close to the bar area – the person had drunk too much and this cannot be policed. DCSA members cleaned up immediately afterwards. We note that whoever it was, was probably caught on CCTV and can be traced if needed. (Noted by DCSA and dealt with)

3. Excessive noise – This was due to a problem of the base being too high. The music was turned down every time that the porter asked the DJ to turn down the volume. The base was not turned down because current Ents officers were not aware it was a problem with the base. This is now noted and will not happen again. (Reported by the resident maintenance engineer)
4. Three coats missing, one of which contained valuable items – coats went missing from the bar area. It is unfortunate but DCSA cannot police people's property that is left lying around. It is likely that the opening of the new toilets with storage area for jackets will reduce the chances of this happening again. (Reported by the people whose coats went missing)
5. After hours drinking in bar – TR was approached by the porter complaining that there were people still drinking in the bar after the bop was finished. This need not be connected to the fact that there was a bop on. It could be the result of any weekend night at the bar.

Ents note that these were isolated incidents, sporadic and not due to any systematic error in the organisation, planning and execution of the bop and that the security personnel reacted to each of these events as they happened. In response to this Ents intend to be more careful at future bops – security personnel employed during the night will not just man the door but also walk around the bar area and keep an eye on drunkenness. At the next bop Ents plan to serve food. A message will be sent out in whatsapp reminding people of their responsibilities and also to be more careful of their possessions. Ents encourage the college security staff to review the CCTV footage to identify people who should not be allowed into future bops.

DCSA also notes that the TV room – which was used for a private party – was in fact trashed. JS cleaned the room even though it was not used for the bop. A friendly reminder in whatsapp to clean the TV room after use will be placed in the next whatsapp message.

DCSA mulled wine reception

WF will be going to buy materials today. Both formal halls are fully booked.

We will aim to cater for 50 people each evening – 20 bottles of wine. If we run out we will purchase more wine from college. The boiler is available from 5pm. In case kitchens are too busy to cook the wine during the afternoon, we will buy spices that

are ready to put into warm wine and not need boiling etc. WF will look into buying this type of spices and this can be put to seep into wine warmed in the boiler.

Reception will be from 6.30 till dinner time.

DCSA will meet at 6pm to help set up the room and the wine.

Sherry will be served in the parlour and we will make sure to book the common room for the mulled wine reception.

This reception is open to all members of college not just those attending formal hall.

A whatsapp message will be sent.

College Committees

SH reminded new members that most of them sit on the college committees.

International Officer – Meals Committee

Greens Officer – H&S and bar-chair

Communications Officer – Computer Committee

Welfare Officer – Library Committee

President – Education Committee

Secretary – B&G Committee

Treasurer – Finance Committee

RF will check dates etc and send emails to the relevant members.

Admiral & Punts

PB will be leaving Cambridge soon and a replacement needs to be found. Nothing needs to be done at the time till the punting season starts again. MI suggested approaching Daniel and asking if he would be interested in taking on the role. PB also thinks that the date of elections should be changed as the admiral is elected in June but only gets the room in September. The summer months are when the Admiral needs to be on site. An admiral elected from Nov-Nov could take care of an entire punting season rather than assume responsibilities half way through the season. Provision needs to be made to ensure that the admiral is available from November through to November next year.

Up to 4 wooded paddles need to be purchased for the punts since we have only 2 paddles remaining with the Darwin colours. There are £100 allotted for maintenance and repairs and PB would like to use that to purchase as many paddles as possible

with this money. DCSA unanimously expressed their support of Patrick's plan to purchase as many paddles as possible with this year's £100 allotment for maintenance and repairs.

Greens

We do not have Green officers in all the college properties and these need to be appointed. SH has asked if any DCSA officers living in college will volunteer for the role:

MI will take on 12 Newnham Terrace

JS recommends Desmond Fitzgerald for Newnham Grange

TR recommends Maurice Fallon or Rozbeh for 5WG

BS will ask these people if they are interested and the remaining positions will be advertised.

Housekeeping has asked that DCSA greens officer (BS) empties the new recycling bins which have been placed around the common areas around college. The role of Greens Officer is to oversee and coordinate the recycling and not to go in person emptying recycling bins. DCSA notes that it is part of cleaning and housekeeping to keep the bins empty – thus it should be housekeeping duty to empty recycling, particularly the bins in the common areas. This was agreed on unanimously by the DCSA.

Sports

A. Hakimi has put in an application to set up a squash club. They are requesting £250 - £150 for equipment and £100 for professional training if needed. We can use some money from the sports club set up fund put aside during the budget. In view of how the money was allocated during the budget, the DCSA agrees that we approve the £150 equipment money. The other money for training will be released if it is necessary. Sports equipment bought will stay with college and will be kept in the sports cupboard.

Issues raised by the porters

The porters asked CW to raise the following points:

No counter used at the bop

Counter is not needed because we are using a numbered list. This is better than the counter which cannot be reversed when people leave. Although we feel it is redundant we will purchase a counter.

Updated list of current members

RF will email a list to the porters.

MI – emergency taxi scheme

Other college reps mentioned during women's council that at their colleges, in cases of emergency members can use taxis and then get it paid by the porters. The cost of the taxi is then put on the students' room bill. We do not have 24hr porter service. Possibly an arrangement can be set up with one of the neighbouring colleges who have 24 hr porter service. To make sure such a service is not abused, a surcharge of £5 will be charged to people who use and abuse the system.

MI will talk to our porters since they are there till 1.30am. She can also write to women's officer at queens.

The fact that we have a lot of offsite properties makes this difficult. Besides we are very central. This is a good scheme for colleges further out but a good emergency measure for us as well. For us we could set up a system where students can pass by college and collect the money to pay the taxi to see them home.

NP – Aids awareness seminar

Last week a seminar was organised in conjunction with the housekeeper. Only 1 person (besides NP) turned up. A notice was sent out in whatsapp and posters were put up. NP notes that there was a change of room at the last minute but this is probably not the reason for the poor turnout.

NP thinks it is a good idea to get this talk scheduled into next years science seminars, as this talk more about the science behind HIV/AIDS and its epidemiology rather than social/sexual health education, and more people might attend.

Distribution of condoms

It was decided at a previous meeting to leave condoms in the porter's lodge for distribution. The porters, bursar and CoW were not happy with this.

Reasons given include individuals could take away the whole lot or people using them to play practical jokes. These are now out of reach and NP was asked to inform people that they need to ask the porters when they need these. Porters are not happy with this arrangement. We also think no member of college will want to go and ask the porters for condoms. We note that the new bathrooms both have vending machines. Ents suggested giving them out at the valentine's bop. Once we get rid of this stock we will not get any more from CUSU again.

Tour of college

SH talked with the bursar. The bursar will give these tours. Two dates set:

Friday 8th December at 12.15

Tuesday 12th December at 6.15

A list will be put up on the noticeboard for people to sign up. A maximum of 25 people will be allowed per tour.

Next meeting

After the Christmas break