**King’s College London Engineers’ Association (KCLEA)**

**Minutes of KCLEA Committee Meeting on 1st September 2022**

**Present : (hybrid=: in-person and online)**

(In-Person at Bush House (SE) Room1.03):

Liz Beckmann, Lai Cheung, Keith Newton, Graham Raven, Mike Clode, Nicholas St. Hill.

(Zoom-online): David Blacoe, Ian Page.

**(1) Apologies for Absence**

Chris Bowden, John Thomson; (Received)

Bobby Dixit, Barbara Shollock, Adriana Namour; (Absence)

**(2) Approval of the minutes of the last meeting (14th July 2022)**

The minutes of last meeting were Approved.

**(3) Developments within the Department of Engineering**

On-going.

**(4) Quad Development**

On-going. Work on schedule with completion by the end of 2022.

**(5) KCLEA EVENTS:**

**(5a) Annual Lecture (Thursday, 13th October 2022, at 7pm )**

David Blacoe confirmed the Lecture Speaker (Martin Stockley) for the Annual Lecture.

Agnes informed Liz that (Franklin-Wilkins Building) Lecture Room should be available for Thursday,13th October 2022, from 7pm.

All agreed that we should try the Waterloo venue (Franklin-Wilkins Building, Stamford Street, London SE1 9NH)

**See KCL Venues website: (www.kingsvenues.com);**

**Liz Beckmann to confirm the Lecture Room booking with Agnes.**

**Action: (Liz, Agnes)**

**(5b) AGM and Annual Lunch**

Liz Beckmann to check with Agnes about Venue-Room for AGM (hybrid) and Annual Lunch.

Venue: (Strand or Bush House) To be decided.

AGM Date: Saturday 19th November, 2022

AGM-Time: 11:30am- 1:30 pm;

Annual Lunch-Time: 1:30pm to 3pm;

(Maybe) Tour of Quad Area after Lunch, if possible.

**Action: (Liz, Agnes)**

 **(5c) Mentoring :**

The following were from past Meeting (Liz notes) between Liz Beckmann, Kawal Rhodes, and Adriana Namour. (These are for all Engineering across the whole of KCL.)

* Liz to Check with Bobby Dixit (re : Process for Mentoring).
* Liz to discuss with Mike Clode ( who holds KCLEA membership list) about the feasibility of creating a list of members willing to be available ( as advisors) for contact by students on specific subjects- this may overlap with other Mentoring programme.
* If this KCLEA members list can be created - need a pipeline process to link students with advisors – need someone from KCLES as student point of contact- Adriana to look at how to identify that person – and a person from KCLEA to link to advisors.
* Kawal to act as conduit for publicity of events to ALL engineering students in any department.

**Action: (Liz, Bobby, Mike, Adriana, Kawal)**

**(6) KCLES**

Plan for ( new) Student meet and greet – provisionally 30th Sept at 6pm  - Liz to discuss with David (re who to attend one or two people from KCLEA)- Adriana to confirm date and arrangements ( 2-3 slides about KCLEA and membership people).

Then possible further events – November  & March.

**Action: (Liz, David, Adriana)**

**(7) KCLEA Bursaries and Medals**

(Liz Beckmann): Discuss with KCLEA committee (re: feasibility of focusing one of KCLEA bursaries for under represented groups) or alternatively creating and additional bursary from Kawal/official Fund.

**Action: (Liz, Mike, John)**

**(8) Finances and Investment Fund**

(Mike Clode): NatWest Bank account for KCLEA has been opened with Balance amount (£12000).

(John Thomson): KCLEA Membership individuals donations this year total amount (£994).

**(9) Website and membership communication, including the King’s Engineer Bulletin**

(Graham Raven): KCLA to enable their website to redirect-weblink to KCLEA website.

(Mike Clode): Mike, Bobby, Graham have had some students mentoring experience. They could contribute writing material about mentoring for the Bulletin. Mike would chase up KCLEA membership for volunteering mentoring experience and other story material contribution for the King’s Engineer Bulletin.

**Action: (Mike, Graham, Bobby)**

**(10) Prepare and Rewrite KCLEA new Constitution**

Discussion about the rewriting of KCLEA new Constitution and planning. Prepare and draft and not to rush. On-going.

**Action: (Graham, Keith, Mike)**

**(11) AOB:**

(Keith Newton): Suggestion of £10 Discount Vouchers for two students to attend the KCLEA Annual Lunch.

(Graham Raven): Discussion about inviting new normination to KCLEA as Committee members. Need for Conduit and younger KCLEA Committee members.

**(12) Date of Next Meeting**

AGM (hybrid) : Saturday 19th November, 2022, at 11:30am.

Annual Lunch: at 1:30pm – 3pm