

NEWCASTLE UNIVERSITY WOMEN IN ENGINEERING EXECUTIVE MEETING MINUTES

ANNUAL GENERAL MEETING

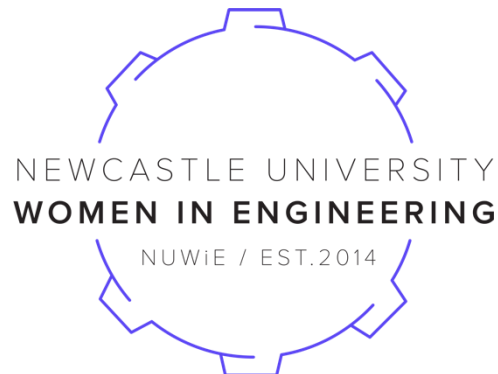
20/10/2024

IN PERSON MEETING

Meeting Opened: 11:30 am

Attendees:

*Emily-Jane Schutte
Lyndsey Terry
Grace Gillogly
Imogen Reid
Maddie Huynh
Angelica Rose (zoom)
Kissel Guillar
Hannah Neville
Ronack Jain
Madalyn Holloway
Daniel McCarthy
Angus Rogers
Melinda Leitch
Thomas Honeysett
Aden Weinmann
Flynn Eastwood
Joshua Dunbar
Warrun Krautloher
Lachie Johnson
Erin Wallace*



Apologies:

*Nafisha Nawrin
Gia Tue La
Ashlee Chailert*

1.1 Administration

NA

1.2 People absent:

NA

1.3 Minutes of last meeting:

- This semesters site tours successful
- Planning social events for end of semester
- Need to set up engineering ball ticket giveaway
- Nominations for executive positions open for AGM

1.4 Actions from previous meeting:

- Currently planning engineering ball ticket giveaway & fun end of year NUWiE event.
- Helping out with sharing engineering ball marketing - posters around campus and social media updates

2.0 Health and Safety

No health and safety incidents to note.

3.0 Executive Committee Reports

Summary of events completed. Successful year for NUWiE overall. Particularly, collaboration with other engineering clubs allowed us to reach a much wider group of students and have higher attendance at events. Aim for similar events next year with collaborations with UONES, NUCHEs and AUSImm HNE Student chapter. A copy of notes available in a separate document.

4.0 Treasurers Update

- Summary from treasurer, Maddie. Any outstanding funds can be used for merchandise & post-semester celebration.
- Just over \$8000 left in the account for end of year events, merch and to be handed over next year.
- Transfer account over from 2024 treasurer Maddie to new Treasurer Mietta
- Many companies showed interest to continue sponsorship in 2025

5.0 Amendment to Constitution

- Waive membership fee as company sponsorship will cover this.
- Updates as per UNSA reaffiliation requirements added
- UPdated constitution sent to all executive committee following meeting for review

6.0 Voting in New Executives

President: Imogen Reid
Vice President: EJ Schutte
Treasurer: Mietta Nichols
Industry Communications Manager: Lyndsey Terry
Secretary: Eleanor Neville
Events Coordinator: Open
Project Officer 1: Hannah Neville
Project Officer 2: Zac Conaghan
Marketing Manager: Angelica Rose
Project Officer 3: Open

7.0 Annual Plan

Events / initiatives in future - aim for similar events to 2024 and keep track using editable team calendar.

- Absolutely continue cocktail connections and Sem 2 networking night with industry partners. Hit the mark repeatedly on industry events.
- Not enough engagement on smaller social events: include activities such as board games or study sessions, in place of weekly coffee catch-ups, for variety. Will be good to see
- Site tours throughout the year with industry connections.

8.0 Executive Committee Handover

Handover document covered by Lyndsey & uploaded to 2024>AGM on NUWiE google drive.

9.0 Wrap Up

- Date of handover meeting TBD. All new execs will be contacted.
- Need to fill remaining rolls.

Meeting Closed: 1:00 pm

