

Imperial College Union  
**Proposal for Online Management Group Minutes**  
*By Henry Whittaker, Deputy President (Clubs & Societies)*

**Background**

The new website has improved how minutes and policies are uploaded and meeting dates set. This is now all done through a form on eActivities which opens up the possibility for this to be easily made available to management groups chairs.

**Motivation**

- Central location for information accessible to everyone
- Information preserved between years and easier for clubs look through previous meetings

**Discussion**

1. Would this be useful?
2. Should there be somewhere for standing orders to be accessible?
3. Should something be extended to Clubs, Societies and projects?

**Proposal**

To integrate management group meeting dates, minutes and policies into the same system implemented for other Union Committees. The management group exec will be able to upload information and set meeting details.

This would appear on the website similar to this:

