**Meeting minutes 1/5/13**

**Gendered Knowledges**

**1. Today’s event**

We discussed the setup for the Meet and Greet session happening today. (Not recorded for minutes)

**2. Maria do Mar Pereira event on Friday**

* Promotional slides are now up on screens around the university
* It will likely be very informal and lunch will be provided
* Anna will show Sam (and also Katha, for her reading group) how to look up numbers from signup form on website
* Sam will take Maria to Habibi’s for dinner on Friday at around 8pm – all other team members are welcome to come along

**3. Lana and Emma’s event – Gendered Knowledges workshop**

* CFP should be sent out to all departmental secretaries via the Departmental Mailing List (available only by logging into the GK email account – see “Passwords and Codes” section of the Workspace for login instructions).
* CFP should also be sent out to FWSA and any other relevant academic mailing lists.
* All promotional work to be done by Lana and Emma in the first instance
* Preferable location for workshop: ground floor of Ramphal – should be booked ASAP. That way we can use the Ramphal foyer for catering, and can also book other Ramphal rooms if breakout space is needed.
* It was decided that we would not particularly emphasise the workshop as a multimedia event – we have other events that are more experimental/visual in format, so it’s fine if this one is more traditional in format.

**4. Calendar**

We diarised the following events:

* Fri 3 May: Maria event, 12:30-2
* Weds 15 May: Interdisciplinary reading group, 1-2
* Weds 22 May: Bodies OSL session. 2-4pm, Reinvention Centre
	+ We discussed sending targeted invitations for this event to specific board members etc. Also to current MA students.
	+ Perhaps also send it to the mailing list for the Health/Bodies event that Lana mentioned?
	+ Johnny Heron to help run session perhaps?
* Note that the event scheduled for 5 June is no loner happening. The Reinvention Centre needs to be un-booked ASAP.
* 12 June: GK Workshop
* 17 June: Open Barbers

As these events happen, we will start working in a more focused way on tying together the materials and experiences we’ve gained from these events into module format.

We discussed whether and how to promote other, non-GK events that are relevant to our themes – decided that the Blog is ideal for this. In fact we should all be using the blog more! That’s really where a lot of the interesting stuff should be happening.

* Emma and Anna are both to write blog entries for the film event last week.
* Ruth Pearce should be invited to do a guest blog post, e.g. on Genderqueer event.

**5. Promotion**

* Leader for each event should supply Anna with a short blurb (1-2 short paragraphs) to put up on the website. (Alternatively you can just add it directly to the events page, then notify Anna.)
* Anna will add all events to our Calendars.
* Anna will also put up a link to our website on CSWG website.
* All of us should be adding ideas to the Event Checklist (located in the Workspace) – e.g. promoting to FWSA is a great example of an idea that should be added to the list.

**6. Hours**

Cath asked RAs how the hours were working – whether it seemed like enough hours to do what we were being asked to do etc. Consensus was that it was basically ok, but that if we were given more hours we would be able to do more. Katha had many ideas about what could be done with additional hours – one issue in particular was that it was felt that we should be having conversational meetings where we actually have interdisciplinary conversations, rather than meetings being focused so much on event planning as they have been so far.

Cath and Sam will review budget (get budget breakdown from Cath Handley [?]) over the next 1-2 weeks and see if there is room to fund more hours.

**7. Next team meeting**

Scheduled for 15 May – the same day as the Interdisciplinary Reading Group. 10:30-12. We’ll meet in the upstairs of the Arts Centre and head outside with coffees if the weather’s nice.