

# **FITZWILLIAM COLLEGE COMMUNICATIONS COMMITTEE MEETING**

Wednesday 3 June 2015 William Thatcher Room

## **DRAFT AGENDA**

### **1. Apologies for absence**

### **2. Minutes of the previous meeting**

### **3. Matters arising**

- a) Google calendar and MyFitz (3b) AC/SP
- b) FOI - publication of requests and results (5) RAP
- c) JCR website – content (7) JCR /RAP/PAC

### **4. Matters for report**

- a) Communications activity report (paper circulated) AC
- b) Social media, engagement and Master's welcome film (paper circulated) AC
- c) Freedom of information requests (paper circulated) RAP

### **5. Website**

- a) CMS progress AC
- b) Ownership of pages

### **6. Development update** - communications for the new University campaign HB

### **7. Admissions update** - Open Day HC

### **8. Graduate film** – PAC/JRAC

### **9. College Rolling Plan** –RAP

### **10. Risk review** –RAP

### **11. Any other business**

### **12. Dates of next Meetings**