

Agenda

1. **Cuppers**
2. **Accessibility Survey**
3. **Women in Theatre Week**
4. **NWF**
5. **IUDF**
6. **National Tour**
7. **Careers Service**
8. **Producer Group**
9. **Comps**

PRESENT- Lucy Hayes, Laura Wilsmore, Christina Hill, Finlay Stroud, Amelia Coen, Adam Diaper, Daisy Porter, Christopher Burr, Cameron Spain, Charlotte Vickers, Lucy Miles, Frances Livesey, Ros Ballaster, Hugh Tappin, Sos Eltis, Naomi Chapman

APOLOGIES - Becka Oxland-Isles, Eleanor Blackwood

1) **Cuppers**

- a) Three people cannot make their show time, so we need to rearrange those, but the rest are scheduled, and all the teams have been emailed. Adam is going to give them technical times.
- b) How do we want to delegate the OUDS reps between the 35 shows?
- c) Dividing each day into slots (roughly three) worked last year.
- d) Creating a google doc for people to sign up to these slots will probably be the easiest method to delegate times.
- e) We will be contacting Adam to slot in the TAFF shifts at the same times.
- f) AD: Is there a limit on crew size?
- g) The only limit is 8 cast members on stage for fire regulations.
- h) We do need a full cast list and crew list to be handed to the judges before each show, possibly earlier for fire regulations.
- i) Judging criteria is still to be decided – we will bring ideas for the judging next Monday.
- j) The Saturday final judging will be done by Lucy, Katrin (TAFF) and the Freshers Reps.

Action Point: Lucy and Cam to email Adam about the TAFF shifts. The google doc of shifts needs to be made by Thursday for the committee to fill in. Ideas for judging criteria to be brought to 5th week OUDS meeting. The Saturday schedule of judging to be decided between TAFF and OUDS.

2) **Accessibility Database**

- a) DP: An email query regarding accessibility to the Pilch has prompted the idea to create one document that compiles all the information about the accessibility of Oxford venues. If I created this, could it be on the OUDS website?
- b) It does seem to be something that could be on the website to help collate the information for people to use.

Action Point: Daisy to begin to gather information on the venues in Oxford.

3) **Women in Theatre Week**

- a) An idea proposed to be put on in Hilary, Wednesday of 5th to Wednesday of 6th. It would be great to organise a week to celebrate women in theatre that can coincide with the Playhouse schedule (who are very keen for this to happen).
- b) ***Ideas for the week – Laid out by Charlotte.***
 - A panel discussion of women in backstage roles, about what they have come up against and what they are excited about for the future
 - A Theatre trip to a suitable play
 - A casual writing event, with younger writers in the field, to discuss their experience
 - A movie night
 - A Female Audition workshop, and then a Q&A with actresses in the evening.
 - Lucy Kirkwood, in conversation
- c) Currently, this is all in progress and may change since we are waiting for emails and responses. We hope to reach out to local organisations and newspapers.
- d) We could run a play reading or discussion about women and suffrage.
- e) AD: This could be done through the play reading group from last year, and it could be held on the Sunday evening.
- f) 14th – 21st February are the pencilled dates for these events.
- g) The beginning of March is when the actual 100 year anniversary celebrations will be put on in Oxford, but it is when students are no longer in the city.
- h) There are some students that would be good to get in contact with to see how the studies coincide with students here.
- i) Sos could help Charlotte find potential contacts, and it will probably be useful for them to meet separately.

Action Point: Anyone with other potential ideas to email Charlotte.

4) NWF

- a) Today is when the call for Producers and Directors will go out on Social Media and the mailing list. Producers will be selected through interviews by Naomi, and Frances will interview directors, asking them to talk about any show they have seen and how they would have directed differently. All candidates will be interviewed after applying through the google form.
- b) There will also be a document that will be a beginners' guide for Producing and Directing.
- c) There are quite a few scripts coming in, and it will be collective effort between the committee to help ease the workload of judging.
- d) The deadline for Producers and Directors is the week after the scripts, which is 12 noon on Sunday of 6th week, to be decided by the end of 6th.
- e) There will be an introductory meeting to go over the role of Directors and Producers which will either be Monday or Tuesday of 6th week.
- f) Last year, some actors were used to see how the directors work with others in the interview process – Adam, Hugh, Mil and Finlay are happy to help with this.
- g) Criteria will be created, out of 10 in each category, that will be sent around to help with judging scripts. Giving an example judging of one of the winning scripts from last year may help keep the judging consistent.
- h) The judging will happen by the start of 6th.
- i) The exact date should be added to the newsletter to avoid confusion about the Sunday of 5th deadline.
- j) A production manager still needs to be found from TAFF.

Action Point: Hugh to push for script submissions and Director/ Producer opportunities through the college reps. Lucy to post on all social media to remind everyone about the deadlines.

5) IUDF

- a) Lucy met with the writer and director yesterday. They will put out an audition call out on this week's mailing list. Kiya will produce, with auditions held by the end of the week for the one person show. In terms of financing it, we will cover their expenses. Any costs must be under the limit of £150, with a summary of costs given to Chris. They are going to the festival as OUDS, not Tighrope Productions.

6) National Tour

- a) We need to wait to meet the Vice Chancellor to see if the amount of money proposed is feasible before we mail out our call for submissions, but this will probably only happen next week since she is very busy. Having the call out by 6th week will still be the ideal situation.

7) Careers Service

- a) An event was run last week for actors, but only five people attended the talk. The careers service wanted to know why we think this may be.
- b) A combination of circumstances may have resulted in this, but we want to make sure this doesn't happen again.
- c) Charlotte can also send out a separate email the day before to help with future events.
- d) We could also push the events by college reps more in the future.
- e) Publicising careers events is important.
- f) A session helping with the application form to drama schools will be the best possible event they could do in Michaelmas, with talks and introductory events more focused in Trinity term to spark second year interest.

Action Point: Lucy to reply to their query with our thoughts.

8) Producer Group

- a) NC: This is an idea that I have discussed with Amy Thompson and it basically involves setting a Facebook group up that can help past, present and future producers to build a network of communication that could be used.
- b) A directors group last year was set-up, but it didn't really succeed.
- c) However, there may be more questions between Producers rather than Directors.
- d) Hosting actual meetings can help build up interest and make people feel more comfortable to ask questions.

Action Point: Naomi to set up the group with Amy.

9) Comps

Candide – Lucy M & Adam