

**OXFORD ENGINEERING ALUMNI**  
(SOCIETY OF OXFORD UNIVERSITY ENGINEERS)

Department of Engineering Science  
Parks Road, Oxford, OX1 3PJ  
Tel: 01865 273003; Fax: 01865 283310.

Secretary Tel: 01865 450215; Email: [paul.buckley@eng.ox.ac.uk](mailto:paul.buckley@eng.ox.ac.uk)

Website: [www.eng.ox.ac.uk/alumni](http://www.eng.ox.ac.uk/alumni)



## **Annual General Meeting**

2pm on Saturday 16 September, 2017, in Lecture Room 1 of the  
Department of Engineering Science

1. Minutes of the last AGM, held on 17 September 2016 (appended)
2. Head of Department's Report
3. Secretary's Report
4. Accounts and Treasurer's Report (appended)
5. Elections to the OEA Committee

There are three vacancies on the Committee for 'local' members. Nominations welcome<sup>1</sup>.

6. Discussion  
The OEA Committee, in partnership with the Department of Engineering Science, is ambitious to grow the benefits for Oxford engineering alumni, and the means by which alumni can help current students and the department generally. We shall be making some suggestions. Come and have your say on what you would like to see included.
7. Any other business

Paul Buckley  
Secretary  
6 August 2017

---

<sup>1</sup> Nominations received so far are: Sai Lakshmi and Vaughan Michell, who have been serving as co-opted members already. Further nominations are welcome, of members resident in or near to Oxford, and should be sent to the secretary ([paul.buckley@eng.ox.ac.uk](mailto:paul.buckley@eng.ox.ac.uk)) by 9 September 2017.

# **Oxford Engineering Alumni**

(Society of Oxford University Engineers)

## **Minutes of the Annual General Meeting, 17 September 2016**

The President (Martyn Hurst) in the chair, with approximately 50 members present.

### **1. Minutes of the last AGM, on 19 September 2015**

The Minutes were approved as a true record.

### **2. Head of Department's Report**

The Head of Department (Lionel Tarassenko) had given his news of current and planned developments in the Department during his update talk on the "2020 Vision for Engineering at Oxford" immediately prior to the meeting. This had showed how the Department was continuing to grow and to thrive.

Lionel emphasised that the department was keen to develop links with alumni further, and especially to increase awareness of alumni activity among students, as they graduate and leave the Department. To this end, at his suggestion, the OEA Committee had agreed that additional, alumni-funded, prizes be introduced for the student 4<sup>th</sup> year Project Exhibition held annually on the day of the Lubbock Lecture: an OEA Prize (worth £500) for the best overall project presentation, and a runner-up prize (worth £200). The winner (or runner-up) would be invited to give a short talk to alumni on their project, at the following Alumni Weekend. The prizes would be funded from OEA's remaining financial reserves.

### **3. Secretary's Report**

The Secretary (Paul Buckley) reported that the OEA committee was pleased the recently increased frequency of communications with alumni, and increased publicity for the Jenkin Lecture and associated events, had all been maintained over the past year. The Committee was grateful to Eva Williams (the department's External Relations Officer), whose work had made this possible.

### **4. Accounts and Treasurer's Report**

The Treasurer (Clark Brundin) was unable to attend the meeting, but the accounts he had prepared were tabled. He had noted that the OEA reserves remained at approximately £17000 and that this figure was static at present, since OEA currently had no significant income or expenditure. A decision was needed on future use of the reserves. It was pointed out that this is currently being addressed by the Committee (e.g. the new prizes referred to in item 2).

### **5. Changes to the OEA Committee**

Some members of the OEA Committee were retiring, having completed their stints: Gordon Lord (6 years) and Adam Cary (3 years), and the President thanked them for their contributions.

Lionel thanked Martyn Hurst who was standing down as President of OEA after a total of 8 years, having guided it through some big changes, with the society now much larger and working much more closely with the Department than it was.

Nominations had been invited for the vacancies arising. The number of nominations received was less than or equal to the number of vacancies in each category, so voting was not needed. The resulting elections were:

President: Roderick Smith

Secretary: Paul Buckley (re-elected)

Treasurer: Clark Brundin (re-elected)

Membership Secretary: Simon Turner (re-elected)

Re-elected members of the Committee: Lynsey Thomas, Douglas Craig

Newly-elected members of the Committee: Richard Ashton, John Carter, Martyn Hurst.

There remained one vacancy on the Committee.

#### **6. Discussion: What more would alumni like from OEA? How can alumni help current students?**

The OEA Committee, in partnership with the Department, was continuing to seek means of further developing relations between alumni and the Department, to their mutual benefit. Members who wished to engage with this on-going discussion were encouraged to email any contributions to [eva.williams@eng.ox.ac.uk](mailto:eva.williams@eng.ox.ac.uk).

For further information on current activities, including how alumni can help current students, members were recommended to go to the website: [www.eng.ox.ac.uk/alumni](http://www.eng.ox.ac.uk/alumni). To communicate with other members of OEA, members were recommended to use the OEA LinkedIn group, which currently includes over 650 OEA members.

#### **7. Any other business**

There was no other business.

Paul Buckley  
Secretary  
30 September, 2016

## OXFORD ENGINEERING ALUMNI

### Income & Expenditure for the year ending 31<sup>st</sup> July 2017

Income	2017 £	2016 £	Expenditure	2017 £	2016 £
Miscellaneous		135.00	Student prizes	1000.00	
			Ex-gratia payment	500.00	
			Miscellaneous	9.33	
Total income	0.00	135.00	Total expenditure	1509.33	0.00
Less expenditure	(1509.33)	(0.00)			
Net income/(deficit)	(1509.33)	135.00			

### Balance Sheet

Assets as at 31 <sup>st</sup> July	2017 £	2016 £
Lloyds current account	15250.90	16968.62
PayPal account	377.32	
Accounts receivable		168.93
Total assets	15628.22	17137.55
Add back deficit for year	1509.33	
Balance brought forward from prior year	17137.55	

### Notes

1. The income and expenditure report reflects actual cash paid and received during the year.
2. An ex-gratia payment of £500 was made to the retiring Treasurer in recognition of his long service on the Committee and the contribution that he made to its activities during that time.
3. All payments received from members for Committee meetings were held in the PayPal account at year-end and have subsequently been transferred into the Lloyds current account. Now that the cash on hand has been consolidated into this account, consideration needs to be given to placing an appropriate sum into an interest paying account.

*D. Jeffcoat*

David Jeffcoat, FCMA

Treasurer