NTU Cultural Activities Club (CAC)
27th Executive Committee
Minutes of 28th Executive Committee Rally

Date: 4 September 2018
Time: 1900 hours
Venue: SAC Meeting Room 1 & 2

Present:

27th Executive Committee (EXCO):
Eng Shuo Ying President
See Jing Xuan Vice-President (Support Management)
Phoebe Chia Si Qi Vice-President (Member Clubs Management)
Angie Lim Vice-President (Events Management)
Tan Kyu Houng Honorary General Secretary
Justin Tan Financial Controller
Clarin Tok Qian Le Honorary Assistant General Secretary
Ang Jun Heng Sean Assistant Financial Controller
Wong Liang Bei Business Director
Samuel Chan Ying Xu Logistics Director
Ong Yong Siang Media and Information Technology Director
Loo Ying Rong (Kayden) Publications Director
Guan Ying Shan, Rachel Publicity Director
Tan Ri Hui Joleen Social Director
Lian Ziyun Orientation Director
Chen Gege Special Project Director (Arts From The Hearts)
Cao Jian Special Project Director (CenterStage)
Lionel Tan G-Zong Special Project Director (Joint Dance Concert)
Jasmine Lim Si Min Special Project Director (Nanyang Arts Festival)

Nominees for 28th EXCO:
Peng Teng Liang Financial Controller
Long Si Ying Dawn Honorary Assistant General Secretary
Leong Wei En Assistant Financial Controller
Sim Shi Yuan Business Director
Liu Bingyu Logistics Director
Ng Jing Xun (Jonas) Media & Information Technology Director
Chuah Jun Qi Adrena Publicity Director
Soon Ying Publications Director
Gan Jia Hui Nicole Social Director
Lim Zi Hui Orientation Director
Corliss Ong Wei Ting Union Representative
Edward Lim Xun Qian Union Representative

Audience:
Neo Jun Yang
Huang Ruo Cheng
See Cheng Hui
Lee Rong Jie Leslie
Ryan
The rally was called to order at 1915 hours.
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<th>Rules for the Rally</th>
<th>Actions</th>
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<td>1.</td>
<td>Each nominee’s speech, except those of the Top 5 positions, should be of minimum 3 minutes &amp; maximum 5 minutes.</td>
<td>All</td>
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<td>1.1.</td>
<td>For Top 5 positions, each nominee’s speech should be of minimum 5 minutes &amp; maximum 10 minutes.</td>
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<td>1.2.</td>
<td>After each nominee’s speech, there will be a Question &amp; Answer (Q&amp;A) Session from the floor, in which the minimum duration for Top 5 positions will be 30 minutes, and all other positions are 15 minutes. Thereafter, a Proposer &amp; Seconder will be required from the floor for every 10-minute extension in Q&amp;A session.</td>
<td>All</td>
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<td>1.3.</td>
<td>After all nominees’ speeches, there is an open Q&amp;A session in which the floor can direct questions to any nominees.</td>
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<td>1.4.</td>
<td>The Returning Officer reserves the right to stop or cut the session based on duration limit &amp; appropriateness of questions.</td>
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<p>| 2. | Nominee for President – Wong Liang Bei                                                                                                                                                                                   |         |
| 2.1. | Speech                                                                                                                                                                                                                   |         |
| 2.1.1. | Liang Bei joined CAC Contemp(minated), Business Committee and Orientation Committee in her freshmen year.                                                                                                             |         |
| 2.1.2. | She shared her experiences that she gained in CAC as Business Director in Sophomore year.                                                                                                                                     |         |
| 2.1.3. | She also mentioned her aims for CAC, which is to continue the efforts of 27th EXCO in reigniting the CAC identity, uphold a strong relationship with other Big 4 Clubs, and bring up the name of CAC up and out towards the school population. |         |
| 2.2. | Question &amp; Answer Session                                                                                                                                                                                               |         |
| 2.2.1. | Shuo Ying asked Liang Bei to give a 2-minute pitch to the school management of why CAC should be given more resources. Liang Bei pitched that CAC has been around for more than 27 years and CAC's mission is to provide a vibrant campus experience for all through organising activities pertaining to the performing arts and cultural activities. Cultural Activities Club is made up of 3 wings, namely the 23 Member Clubs, 5 Special projects, and 6 Support Committees. The 5 Special Projects, which include Arts From The Heart (AFTH), CenterStage (CS), Joint Dance Concert (JDC), Nanyang Arts Festival (NAF), and Transition &amp; Orientation Programme (TOP), aim to bring CAC's 23 Member Clubs and allowing them to perform and allow NTU to be seen as an arts and cultural hub to greater heights. This year's NAF had the President gracing the event, while CAC's 23 Member Clubs have been continuously putting up performances, as well as JDC, with sold out tickets. With that being said, CAC should be given more resources because CAC aims to bring NTU up to greater heights in terms of the arts and cultural aspects. |         |
| 2.2.2. | Shuo Ying asked among the 3 wings of CAC, Member Clubs, Special Project and Support, which will she close down if she has to close down one wing. Liang Bei replied that all 3 of them are indispensable in their own ways, however if there was really no choice, she will close down the Special Project wing. This is because the Member Clubs wing is the core of CAC, and the Support wing and Member Clubs wing will not exist if not for the Member Clubs. |         |
| 2.2.3. | Shuo Ying asked since she mentioned Special Project wing is the less important one compared to the other 2, how she will convince the school management to give more resources to CAC when more than half of her pitch was about Special Projects. Liang Bei replied that Special projects are there to bring CAC's name up, but even without them we can still have activities pertaining to the arts and culture because the Member Clubs put up performances regularly to their form of art. Her pitch was based on the assumption that CAC has a strong foundation and will be moving forward with these 3 wings in mind. |         |
| 2.2.4. | Jun Yang asked for one Club or Committee from each wing that she would close down if she had no choice. Liang Bei replied that she feels that all Committees and Clubs are indispensable, however if she really have to choose one and there |         |</p>
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<td>2.2.5.</td>
<td>Shuo Ying asked Liang Bei for the mission of CAC and if she had any plans of helping CAC achieve its mission. Liang Bei replied that CAC's mission is to provide a vibrant campus experience through Member Clubs' performances. They aim to strengthen their support for the Member Clubs when it comes to organising performances and production. For example, last year Business Committee had an initiative to source for sponsors for Member Clubs' activities, which helped them potentially get their performances on bigger stages and better platforms. Another aspect will be through the Special Project wing, by looking at how the different Special Projects can overall be linked back to the arts and cultural aspect of NTU through a vibrant campus experience.</td>
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<td>2.2.6.</td>
<td>Shuo Ying asked for Liang Bei's plans of building alumni relations. Liang Bei replied that if elected, she intends to invite alumni to come back for CAC events. In addition, an annual get-together session can be organised so that alumni and current members could have an opportunity to network.</td>
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<td>2.2.7.</td>
<td>Shuo Ying asked for the feasibility of the get-together session, given that Alumni Affair Office (SAO) or Alumni Affairs Office (AAO) will most probably not give grants for it. Liang Bei replied that it is possible to look for sponsors, or alternatively, token fee could be collected from attendees of the event.</td>
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<td>2.2.8.</td>
<td>Justin asked for how Liang Bei will handle financial matters, given that she does not have strong financial knowledge. Liang Bei admit that she might be lacking in her financial knowledge but that will not deter her from stepping up to this position as financial knowledge can be accumulated and learnt. If elected, she and her incoming Financial Controller will do their best to learn from the outgoing President and Financial Controller.</td>
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| 2.2.9. | Cheng Hui asked for a review of ad hoc projects organised by the 27th Executive Committee in Academic Year (AY) 17/18 to see if they have been successful in their goals of reigniting CAC identity. Liang Bei replied that ad hoc projects organised include Joint Leaders Cohesion (JLC), Welcome Week & Tea, Open House, Post-Orientiation Party (POP), CAC Day, Bonding Day. JLC is the first ad hoc project of CAC, which involved the Chairpersons of Member Clubs and the Executive Committee, hence bringing leaders of the 3 wings together. It was conducted in an Orientation style and the leaders were grouped into different groups for an amazing race, which was quite good as it was a whole day of fun, and also provided a platform for the leaders to discuss their plans for the coming AY. Welcome Week and Welcome Tea was held after Transition & Orientation Programme (TOP) and even though it did not seem directly related to reigniting the CAC Identity, it helps in one of the aims which is to help to bring CAC's name up and out towards the school population, because it allows the freshmen to see what CAC has to offer to them. For Bonding day, it is similar to JLC but in a larger scale, involving almost every single member in CAC, and this year it was done in an Orientation style, where groups made up of members from the 3 wings were brought together and had a common goal to work towards that day, during which they exchanged network and connections during the event. CAC Day took a hiatus and came back in the 27th EXCO year. It brought the name of CAC out to the school population through the exhibition "Faces of CAC", in which photograph and caption of one Member of each Member Club and Committee were displayed at Marketplace, showing the cohesiveness of CAC, linking to the identity of CAC as a whole. Post-Orientiation Party had not been executed yet but it helps the seniors and freshmen support their Orientation Groups and at the
same time gather them back and celebrate CAC as a whole, even though they may have branched out to the different wings of CAC. For Open house, it is not really directly related to reigniting the CAC identity, but it allowed the incoming freshmen to know about NTU CAC.

2.2.10. Jun Yang asked for her definition of a strong CAC identity. Liang Bei replied that regardless of which Committee, Club or background they are from, it is an identity that runs across all 3 wings of CAC.

2.2.11. Cheng Hui asked for the ad hoc projects that Liang Bei and her Top 5 intended to have in AY18/19 and what are the goals for the projects. Liang Bei replied that because they have not yet been elected, there have not been any discussions at the moment, but she will get back to him if she were to be elected.

2.2.12. Jun Yang asked for new initiatives she had in mind. Liang Bei replied that she did not have concrete changes that she want to make, as she felt that foundation set by the 27th EXCO was good enough, and that change is not necessary when things are working fine.

2.2.13. Jing Xuan asked for Liang Bei's view on an EXCO Member joining Member Club. Liang Bei replied that it should not be exclusive that an EXCO Member cannot join a Member Club, and following the 27th EXCO, it should be done on a case by case basis where it is made know that in any case, EXCO duties will take precedence over Member Club duty or training.

2.2.14. Justin asked she would handle an issue of an EXCO Member choosing to attend the Member Club training, rehearsal or meeting, instead of going for EXCO duties. Liang Bei answered that prior to that, EXCO Members should already have been kept in check duties that have and dates that they have to block out. However, if it were to really happen, she will get the respective Vice-Presidents (VPs) to speak to the EXCO Member to understand the issue he or she is attending, re-negotiate, and emphasise that in any case, EXCO duties should take precedence.

2.2.15. Angie asked for her plans on better managing expectations of people so that EXCO Members will not be drained, given the context that 27th EXCO extensively provided help even though it was not within their job scope in the Constitution. Liang Bei replied that there should be a timeline for the entire year that should have been planned, and busy periods for EXCO Members should have been known prior to that, so if they were asked to help out during busy periods, requestors will be told that they will try their best to provide help, but it is not guaranteed. It should also be made clear to all Clubs and Committees that EXCO Members will only be helping if there is not enough manpower for events.

2.2.16. Shuo Ying asked for her opinion on whether there was a need to sit in Council meetings. Liang Bei replied that there is a need, because Council meetings are when issues about CAC relating to the school can be brought up and be addressed, and it is a platform in which directions of different Member Clubs can be made known.

2.2.17. Shuo Ying then asked if there is a need for Union Representatives (SU Reps) for CAC. Liang Bei replied that having another person from the Student Union (SU)'s EXCO to represent CAC is still necessary as he or she may be able to fight for CAC's needs when CAC's voice may not be heard.

2.2.18. Justin asked for her to evaluate 2 SU Reps in the 27th EXCO term, given that the number of events they came down for is very few, and how she would handle the issue. Liang Bei replied that in the case that the CAC SU reps are not doing what they should be, she would speak to them and find out the reasons behind that. She would also find if there could be a change in their attitude. Evaluating Sheena, it could be seen that she tried her best in coming down for events, but for Yan Ling, she may not have been necessarily the best.

2.2.19. Proposal to extend the Q&A session
   Proposed: See Jing Xuan
   Seconded: Justin Tan
   All

2.2.20. Jing Xuan asked for Liang Bei's thought process if she were to terminate an EXCO member. Liang Bei replied that terminating an EXCO Member should be the last thing that should be done as preventive measures should have been taken before that to prevent that from even happening in the first place. If there's
2.2.21. Jing Xuan asked for the factors that Liang Bei would consider before terminating an EXCO Member. Liang Bei replied that these factors include if the Member has been fulfilling his or her duties, showing up for events that they are designated to attend, and being responsive and responsible of their EXCO and Committee duties.

2.2.22. Jing Xuan asked Liang Bei to evaluate 3 issues in 27th EXCO term that she would have solved differently if she were the President. Liang Bei replied that there were no big issues.

2.2.23. Justin asked her to name 3 good things that 27th EXCO had done that she wanted to carry out. Liang Bei replied that firstly, it was good that throughout the entire term, the EXCO Members always supported each other no matter whose event it was, which resulted into a good working relationship that turned into friendship. Secondly, it was good that all Support Directors were in Directing Committee, so they could help the Member Clubs whenever needed. Thirdly, it was that the EXCO Members just do their best when it comes to whatever they are doing.

2.2.24. Justin asked if requests for help by Member Clubs should be opened up to the whole EXCO, or only to the Support Directors, HAGS and AFC. Liang Bei mentioned that it should be made known from the beginning that being part of DCM entails that they will have to help out for these requests and that it is part of the job scope.

2.2.25. Justin asked that what is the event that they will remove in the case that they need to remove one.

2.2.26. Liang Bei replied that it will be POP, although before that they will see if it could be rebranded into something else. The reason is because POP is very close to 2 events, namely Cynosure, and TOP, which both happen in a very short period of time, whether or not it is there will not affect the AY as there are other events to.

2.2.27. Proposal to extend the Q&A session
   Proposed: See Jing Xuan
   Seconded: Justin Tan

2.2.28. Justin mentioned that POP is the only event that all EXCOs are heavily involved in during the summer break, and asked if it were to be closed down, what are her plans to get the EXCO Members together during summer break. Liang Bei replied that because all Members have their individual portfolios, they are not really working together. Also, they will be continuing the monthly cohesions, hence bonding of the EXCO is not that much of a problem. With the additional manpower, they will then be able to pump manpower into Welcome Week and Tea and make it greater than it already is.

2.2.29. Justin asked for her plans on not making the EXCO Members feel that cohesions are a responsibility instead of a cohesion. Liang Bei replied that although cohesions are not compulsory and part of EXCO duties, but for 27th EXCO, EXCO Members are still willing to go down for them as they have already found friends in EXCO. For 28th EXCO, they will first get to know each other through daily interactions and workshops, before having cohesions to increase bonding between EXCO Members.

2.2.30. Angie asked for the most crucial issues pertaining to each wing in CAC. Liang Bei replied that for Support wing, the crucial issues will be to find the footing as a support for CAC, and not just through events, such as Wearfare Day. Instead, CAC should look towards supporting Member Clubs in terms of publicity, media and corporate support. For Member Clubs, they are all growing in terms of their own branding and capacity, hence the issue will be to have the identity of CAC instilled in them. For Special Projects, they aim to provide a platform for Member Clubs to perform and bring the name of CAC out, hence there is a need to reevaluate their objectives and whether they are achieving those aims.
2.2.31. Jing Xuan asked for an evaluation of the election process of the CAC EXCO. Nomination is based on e-nomination starting from this year, hence everyone is allowed to nominate themselves for the position, then it will be Rally, and voting which is also done online. With an online system, everything is made clear to the student population and are able to take part.

2.2.32. Jing Xuan asked if Liang Bei will be joining Contemp(minated) this year. Liang Bei answered that she will not be, due to the increased job scope and school work, hence it is only wise that she does not.

2.2.33. Shuo Ying asked if she is ready to take over if she were to be elected, since she has been busy as the Chairperson of POP. Liang Bei answered that although the summer period has not been easy preparing for it, she believes that she will be able to do it with a strong EXCO and support.

### 3. Nominee for Vice-President (Support Management) - Tan Ri Hui Joleen

#### 3.1. Speech

3.1.1. CAC has been family to Joleen the past 2 years as people have been very nice, friendly and warm.

3.1.2. Joleen ran for the position of Social Director in the 27th EXCO last year, which she learnt a lot and gained a lot of exposure.

3.1.3. Joleen was part of the DCM, where she interacted with 23 Member Clubs' Chairpersons and built close relations with them.

3.1.4. Being in the 27th EXCO also allowed Joleen to work with 18 other strong individuals, and it was an enjoyable, enriching and meaningful experience that she wishes to bring the same, if not better, to the 28th EXCO.

3.1.5. Joleen believes it is important to be a figure for the incoming support directors to turn to, and to be a pillar for them to lean on and to guide them when they are in doubt.

3.1.6. Joleen believes that the support wing plays an important role in ensuring the going of the club, where each Committee plays its role in its various functions.

3.1.7. Joleen hopes to guide and lead the incoming support directors to enhance these services by refining and improving the quality of support rendered by their Committees, as well as extend the reach of these support to the whole of CAC.

3.1.8. Joleen also wishes to work on her personal growth as a leader, and aims to be a leader who is worthy of respect, and a friend who's standing alongside the support directors, working towards a common goal of the 28th EXCO in building a strong CAC identity across all 3 wings.

3.1.9. Joleen believes this position can help to sharpen her interpersonal and leadership skills, so that she will grow to be more independent and less reliant on others.

#### 3.2. Question & Answer Session

3.2.1. Jing Xuan asked for her role in EXCO, other than her role as VPS. Joleen replied that as VPS, she would have to oversee the Support Directors, as she would be the second in command in EXCO, and will step up to be the acting President if anything happens. All

3.2.2. Shuo Ying asked for the job scope of the President. Joleen replied that it is to oversee happening of CAC, be the ambassador when it comes to external parties, and maintain relations with the Big 4 Clubs.

3.2.3. Shuo Ying asked if she would be able to take up the job scope that she mentioned if anything happens to the President, and if she had any plans that could be done for the transition. Joleen replied that if elected, Top 5 will have to make sure they are supportive of one another to prevent things from reaching the worst case scenario. However, to prepare for the worst case, she will make sure that communication is strong, and keep herself updated of everything outside of Support wing, so that at the very least she will know the problems in other wings and make decisions on their behalf.

3.2.4. Shuo Ying asked for the ways in which Joleen will you push for CAC rights in the council. The core of CAC is Member Clubs, and one problem is the lack of training venues, which is something that can be raised in the Council. It is a platform in which CAC needs and well-being can be fought for. If there are certain issues that each Club is facing, they will raise it up, see if there are any
other clubs facing the same problem and come up with solutions to solve the issue.

3.2.5. Shuo Ying asked for Joleen to evaluate the 6 Support Committees and which was deviating the most from its purpose. Joleen replied that Business Committee is the corporate hub for CAC and deals with any business affairs with regards to the Club, especially with the addition of the Liaison Support portfolio, hence is beneficial for the Club as a whole and will be fulfilling its purpose. Logistics Committee provide logistical needs to CAC through the booking of venues and hence is fulfilling what it needs to do as well. Media & IT (MIT) Committee provides technical support for NTUCAC website and media coverage and has been fulfilling its purpose as well. Publications Committee produce ArtJam and Essentia to bring up CAC's name, and publicise CAC events and arts coverage, hence doing what they should do. Publicity brings up the name of CAC through social media handles, and co-organise Wearfare Day with Business Committee. Social Committee provides platform for all 3 wings to bond and provides opportunities for CAC Members to bond together. Hence, no Committee is really deviating from its purpose.

3.2.6. Jing Xuan asked for asset management plan for CAC’s equipment to be ready in use and not obsolete, such as Video Recorder using cassettes to save instead of SD cards. Joleen replied that if elected, they will have to check the equipment at the beginning if equipment is still in use and if it still works. If not, they could venture into proposing procurement of new equipment and see if the needs of CAC can still be fulfilled.

3.2.7. Proposal to extend the Q&A session
Proposed: See Jing Xuan
Seconded: Tan Kyu Houng

3.2.8. Jing Xuan asked if she had any skills related to these Committees. Joleen replied that sadly she does not, however she believes that if she is sincere enough to learn she can ask the outgoing directors for help.

3.2.9. Kyu Houng asked if she had any solutions in recruiting talents for Support Committees, seeing that there are often difficulties in recruiting members for MIT and Publicity Committee. Joleen replied that she is aware of this ongoing problem, where Committees that require more technical skills have problems with recruitment. One solution is to hold workshops for Committees, and recruited a small talent pool. With workshops, more members could be recruited and provide support to more Clubs.

3.2.10. Kyu Houng mentioned that workshops mean that more budget will be needed and asked for her plans of obtaining resources for the workshop. Joleen replied that there were no concrete plans at the moment. However, possible solutions could be to approach outgoing Directors, friends or alumni to help teach Members for necessary skills. If there is really difficulty in obtaining more resources to fork out these funds, it is alright to collect small token of funds from Committee to conduct the workshops as they will be the one enriching eventually.

3.2.11. Shuo Ying asked that Support Committees often feel a lack of importance and deviate from their purpose, resulting in a shift towards event planning as there is a greater sense of achievement over time. Shuo Ying then asked for ways to ensure that Support Committees will not deviate from their purpose, and to encourage Support Directors to lead their Committees in supporting CAC. Joleen replied that different Committees obtain accomplishment from different sources. For Social Committee, they obtained accomplishment from people in CAC enjoying their time in the event that Social Committee organised. For Business Committee, they can feel achievement through giving out Exam Welfare Pack (EWP) or just words of gratitude from someone who received the EWP. If they feel underappreciated holding a vital role in CAC, if elected as VPS, she would always reassure that they have played a good role in serving CAC.

3.2.12. Proposal to extend the Q&A session
Proposed: See Jing Xuan
Seconded: Tan Kyu Houng

3.2.13. Jun Yang asked for the Committee that Joleen would close down if she had to,
without merging Committees or shifting responsibility from one Committee to another. Joleen replied that she does not think that Support Committees are irrelevant or not supporting CAC as part of their job scope. However if there is really a need to, Publications will be closed down, not because they not fulfilling their function, but because their main job scope is Essentia and Artjam, and without Artjam, CAC can still continue to run as a successful club as Artjam currently does not only cater to articles on CAC, but also external events. Essentia, however, will have to be brought to another Committee.

3.2.14. Justin mentioned that Publications Committee is also able to cover CAC concerts and ad hoc events, which is a way that CAC is publicised to the NTU community. Joleen addressed his concern that coverage of these events is not a need for CAC as Publicity Committee can also do the same thing, although the coverage might not as detailed as Artjam, but will still serve some purpose.

3.2.15. Jing Xuan asked for ways to ensure that the Logistics Director will not abuse his/her booking rights for his or her own usage. Joleen replied that proposals are required for events for the booking of Lecture Theatres and Tutorial Rooms. In addition, there are fees required so the possibility of such an occurrence is very small. However, to prevent it from happening, it should be established from the start that booking needs of Clubs or Committees are clear. Additionally, if elected as VPS, she could check the online booking form to ensure that no additional bookings are made.

3.2.16. Rachel mentioned that to most people, the impression is that Wearfare Day has always been seen as an event handled solely by Business Committee, even though it is a joint collaboration with Publicity Committee. Rachel then asked for Joleen's take on the matter and solutions to the situation, to ensure the Publicity Committee would not feel unrecognised for their efforts for Wearfare events. Joleen replied that it is important that have both Business and Publicity Committee recognised on the poster, and publicise through social media handle. Publicity coverage should not cover just the EWP, but also the fringe activities to further enhance the existence of fringe activities.

3.2.17. Jun Yang asked for an evaluation of the support that has been provided to Member Clubs and Special Projects, and if there were any new initiatives that she could think of. Joleen replied that for Business Committee, the new Liaison Support portfolio is very useful to the Member Clubs, as it sources for sponsors for their Club, for example venue. One new idea is that of a sponsorship kit, which can be viewed as a catalogue for sponsors to view. After sponsors are contacted for the EWP sponsorship, the sponsorship kit which highlights all the various events and what CAC has to offer can be sent to them. If they are not interested to sponsor for Wearfare Day but are interested in others, they may consider the other Clubs or Committees. Also, as Mosaic, the outreach of e-newsletter is not huge and not many people use it, they may be discontinuing it. So for Logistics, the accountability of loaning out of different equipment can be increased. For MIT and Publicity, as mentioned previously, workshops could be conducted to teach members skills. For Social, it has been doing what it should be doing, but the objective of bringing all 3 wings together can be reinforced. The conclusion of the AY can be made more impactful through a video montage.

3.2.18. Jing Xuan asked for Joleen's opinion if the VPS should be an Ex-Officio for Special Projects, given that he or she is already the Ex-Officio for all Support Committees. Jing Xuan also asked to evaluate the effectiveness of having VPS in Special Project as an Ex-Officio. Joleen replied that the VPS can help to lighten the load of VPE, and as an Ex-Officio, he or she is still considered as another Member of the Committee, hence will be able to help with the planning and execution of the event.

3.2.19. Proposal to extend the Q&A session
Proposed: Eng Shuo Ying
Seconded: Lionel Tan G-Zong

3.2.20. Justin asked for Joleen's opinion if the shift of bonding day from Social Committee to EXCO was a wise choice. Joleen replied that if she were part of the decision making on Bonding Day, she would stand by the point of Bonding
Day to be under EXCO, as Social Committee’s current workload is heavy enough and there is insufficient time. Also, considering the Committee’s commitment for summer for Cynosure Ball, the Members of the Committee deserve a winter break.

3.2.21. Kyu Houng asked for her opinion on the need to bond Support Directors within the wing in EXCO. Joleen replied that she does not believe that there is a need to bond the Support Directors within the wing, as bonding of the whole EXCO is more important.

3.2.22. Jun Yang asked how Joleen would manage command and control of Support Directors with the VPMC, given that they are sitting in Directing Committee Meeting as well. Jo answered that clear communication with the VPMC is important, so that the information given is not conflicting and decisions made are for the better of CAC.

4. **Nominee for Vice-President (Member Clubs Management) (VPMC) – Ang Jun Heng Sean**

4.1. Speech

4.1.1. Sean shared that he is a positive and outgoing person who enjoys mixing and working with people.

4.1.2. He shared his past experiences in polytechnic and 27th EXCO as the Assistant Financial Controller.

4.1.3. He hopes to continue the efforts of past VPMCs of creating a sense of belonging for Member Clubs and for them to feel attached to CAC, by being more inclusive and have more initiative of inviting them to CAC activities.

4.1.4. He also wishes to improve the communication between the other two wings by building a stronger rapport with the Member Club Chairpersons.

4.2. Question & Answer Session

4.2.1. Shuo Ying asked Sean to explain what he means by the issues he mentioned in his speech and how he will handle it. Sean mentioned that he does not know as he was the Assistant Financial Controller (AFC).

4.2.2. Shuo Ying mentioned that as the AFC, he sits in the Directing Committee. She asked how he would handle the issues if he did not know what happened while sitting in the Directing Committee. Sean replied that he will be transparent and to be in touch with all the internal issues or conflicts.

4.2.3. Shuo Ying asked Sean what general issues the Member Clubs are facing and the steps to resolve them. Sean replied that the venue constraint issue is an ongoing problem and is not easy to resolve. He will bring it up to management to see what other space can be utilised. In addition, Sean mentioned the loaning of equipment issues as there are a lot of Member Clubs and they need to share equipment due to limited resources and it is hard to allocate resources.

4.2.4. Clarin asked about Sean’s plans to help increase membership rate of Member Clubs as some clubs might face low recruitment rate each year. Sean replied that he will find out why the Member Club is facing low member sign up rates or high dropout rates as it could be internal issues such as attractiveness of the Member Club. He will talk to the Chairperson and see how to attract more freshmen or to retain seniors and will need to think of ways to resolve these kind of issues such as the issue on membership.

4.2.5. Jun Yang asked Sean for his course of action if one of the dropping membership rates is due to dropping of tier, for example dropping of tiering from 1 to 2. Sean replied that dropping of tiering should not be the reason of leaving the club, passion should be the drive. If the person decides to leave because of tiering, it should mean that the person has lost the interest in club and it reflects on his passion in the club.

4.2.6. Cheng Hui clarified that members dropping out is not due to no passion but because some are foreign students and the need a place in hall. One viable solution is the Recommendation List. In the past, Dragon and Lion Dance Troupe dropped tier and faced a lot of drop outs as this affected hall stay and most of the members were foreign students. He emphasized that Sean must think of other solutions to secure memberships.
4.2.7. Kyu Hounge asked Sean to list the current Tier 2 Member Clubs and how many ECA points the members receive. Sean named Choir, Chinese Dance, String Orchestra, Harmonica Band, Guitar Ensemble, Piano Ensemble, JB, Harmonix, Breakers, Chinese Dance, DanceSport Academy, Lindy Hop, Soul Funky Pop&Lock, Salsa en Sync, Wushu, Traditional Taekwondo, Emcee Club. He also mentioned that the Chairperson gets 7 points, Main Committee Members get 5 points and Members get 3 points.

4.2.8. Kyu Hounge asked for the Tier 1 Club ECA points. Sean mentioned that the Chairperson gets 9 points, Main Committee Members get 7 points and members get 3 points.

4.2.9. Shuo Ying asked who should represent CAC in council meeting aside from the President. Sean replied that this should be further discussed with Top 5 when they are elected. It does not matter who represents CAC as long as they have the voice to represent CAC. As all Vice-Presidents will be kept relevant about the club updates, any Top 5 can be the representative in the council.

4.2.10. Cheng Hui asked for the main benefits of Member Clubs being in CAC, as independent clubs can also get support from the school. Sean replied that the reasons are the support from different wings in CAC, the support from school for financial and administrative resources, the support in terms of having a standard SOP, and being in the Tiering system to get ECA records. If they are not in CAC, they will be just an interest group. Being in CAC, there will be monetary support given. The lowest tier is Tier 2.

4.2.11. Shuo Ying clarified that all performing clubs have to be under a cultural club.

4.2.12. Cheng Hui clarified that although the Member Clubs were all part of the Directing Committee, resources allocated for each Member Club is different, especially for training cost. For e.g., Choir, Chinese Orchestra and Symphonic Band may get more resources as compared to Traditional Taekwondo and Wushu.

4.2.13. Shuo Ying asked if being the VPMC means that he will have more knowledge of the Member Clubs issues and can represent them in Council. She also asked for the reason why VPMC is a better choice to be in council to voice out Member Club issues. Sean replied that if discussing issues like venue constraint and training issues, it can be brought up to the council, and there might be a way to resolve the issue. For e.g., pushing for Medicine Building and School of Biological Sciences to be a venue that can be booked. Any Vice-Presidents or Honorary General Secretary can fight for CAC if they are in council.

4.2.14. Shuo Ying clarified that the VPMC should be the one fighting to be in council to represent CAC as it is a privilege hence he should be more than happy to be in council.

4.2.15. Angie asked why the Chairpersons of Member Clubs are not part of the Executive Committee. Sean replied that the Chairpersons are doing it to serve their own club instead of the whole CAC in the Committee structure. Their passion lies within their Club.

4.2.16. Clarin asked for the reason behind Member Clubs being not as bonded as other wings to CAC and what Sean thinks he can do about this. Sean replied that the reason why Member Clubs are not feeling attached is because they want to bring out the best for their club. There should be steps for them to take to include the other wings as much as possible.

4.2.17. Shuo Ying asked if it should be a need or a plus point for Special Projects reaching out to Member Clubs. Sean replied that it is a need as this way there can be more exposure for the Member Club.

4.2.18. Shuo Ying asked to evaluate how carnival in Transition and Orientation Programme has extended their reach to Member Clubs and whether this is a viable option or whether there is a need. Sean replied that Carnival is a very good approach as it allows freshmen to find out more about the Member Clubs, since some of them join CAC TOP because of their interest in performing arts.

4.2.19. Jun Yang asked for the difference between TOP carnival and Welcome Week booth. Sean replied that for TOP carnival not all 23 Member Clubs will be there, but for Welcome Week it is more of a compulsory event for them. The CAC TOP carnival also targets only CAC freshmen.
| 4.2.20. | **Proposal to extend the Q&A session**  
        Proposed: See Jing Xuan  
        Seconded: Neo Jun Yang | All |
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<td>4.2.21.</td>
<td>Clarin asked for the pros and cons of Nanyang House being under CAC’s management. Sean replied that the pros are that CAC has the booking rights to prioritise MCs booking and this will show Member Clubs more appreciation and recognition by prioritizing the bookings. The cons are that there is extra responsibility and the need to manage the booking and equipment.</td>
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<td>4.2.22.</td>
<td>Shuo Ying mentioned that as VPMC, he is the head of all Member Clubs, and CAC’s purpose is to promote cultural arts and awareness. She asked if he thinks that CAC should encompass more clubs instead of just Member Clubs. Sean replied that it is good to encompass more cultural clubs into CAC. However, they need to take into account the resources that can be spread amongst all the Member Clubs. Harmonix was a good addition, so it is good to have more cultural clubs.</td>
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<td>4.2.23.</td>
<td>Shuo Ying asked for Sean’s thought process and action when a club approaches CAC to say that they want to be in CAC. Sean replied that the club has to be able to self-sustain on their own and they must have substantial number of members on their own. There should be a fixed criteria for them to join CAC.</td>
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<td>4.2.24.</td>
<td>Samuel asked Sean how he can manage the Member Clubs and the Cultural Art scene in NTU at the same time given that he has to look after the interests of the Member Clubs. Sean replied that the Member Clubs do not only perform for CAC events but also outreach to NTU events and more of liaison to external parties.</td>
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<td>4.2.25.</td>
<td>Cheng Hui asked how Sean will enforce that CAC’s name will be included in their introduction when they do outreach as some Member Clubs do not introduce themselves as a part of CAC. Sean replied that at the start, prevention is better, and so they should set the tone right that all Member Clubs are under CAC and they receive benefits from CAC. They should try and instill the idea into them that they are under CAC.</td>
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<td>4.2.26.</td>
<td>Cheng Hui mentioned that the above approach only works when the Member Club needs CAC to function. He asked what about the clubs that are able to sustain by themselves and how Sean can ensure that these clubs will still adhere to having CAC in their club name. Sean replied that he will remind the clubs that they have long history with CAC, and that they are under CAC in the constitution hence it is required for them to say that they are under CAC.</td>
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<td>4.2.27.</td>
<td>Cheng Hui clarified that persuasion and saying do not work, and a lot of clubs still do not want to introduce themselves as CAC.</td>
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<td>4.2.28.</td>
<td>For past years, VPMC has been the ex-officio for JDC. In addition, Sean mentioned earlier how the members just want to serve their clubs, thus some dance clubs have their own production. Therefore, with regards to this point, Lionel asked how the VPMC can ensure that the dance clubs will come together as on to give their best to JDC. Sean replied that although they have their own production, they are only performing for their club. JDC is a collaboration, and it is more of showing them what other dance clubs have to offer to each other. JDC is a long running project and can promote them.</td>
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<td>4.2.29.</td>
<td>Cheng Hui clarified that the above suggestion does not work as for past years, as Member Clubs have threatened to pull out before. Dance Club Chairpersons can work harder because JDC can impress the school management and gain more resources. A dressing room in NYA was built because of JDC.</td>
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<td>4.2.30.</td>
<td>Cheng Hui asked for Sean’s course of action if the school approaches him to gather the dance clubs to form a dancer identity which is alike to NTU spirit (for IVPs, members from sports club that represent NTU). Sean replied that if the school pushes for the 8 dance clubs to push for NTU spirit, it will be similar to JDC. As VPMC, he will support it as it allows them to build an identity. He will first explain to the dance clubs why it is done in the first place, and it is a good way to unite the 8 dance clubs. He will push for this kind of initiative, but it is more of cooperating with the Chairpersons. If they disagree, he will understand their reason for not wanting the identity.</td>
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4.2.31. Jun Yang asked if the CAC identity or dancer identity is more important. Sean replied that both are important, because CAC is more of where you belong while dancer identity is more of passion.

4.2.32. Cheng Hui clarified that the school wanted to push for dancer identity, which was what brought about Dance Sharing Session. In addition, the dancer identity will cause conflict to the CAC identity hence they were not the firm pushers for it.

4.2.33. Jing Xuan asked how Sean will tackle the issue of Member Clubs flouting rules and regulations imposed in Nanyang House. Sean replied that if it is their first offence a warning letter will be issued. If they continuously do it, he will have to suspend them from using the training venues. There is a need to let them know that it is a privilege to train in Nanyang House and they should not take it for granted.

4.2.34. Cheng Hui asked if Sean was going to come up with new SOP for all users in Nanyang House. Sean replied that there are already certain rules set in place regarding Nanyang House.

4.2.35. Jun Yang asked to evaluate the current structure of Directing Committee. Sean replied that the Support Directors were introduced to be in DCM last year and it was a good initiative. They are able to improve working relationship with Member Club Chairpersons by being in DCM and they are also able to interact better. Other than having meetings, there can be get to know sessions too.

4.2.36. Kyu Houng clarified that before 27th EXCO, some of the support directors are already in the Directing Committee.

4.2.37. Kyu Houng asked if there is a need for all support directors to be in the Directing Committee. Sean replied that there is a need as they are able to understand better the Member Clubs’ problems and offer a helping hand.

4.2.38. Justin asked if the Financial Controller should be in the Directing Committee. Sean replied that the Chairpersons can approach AFC instead of Financial Controller if there is a need on financial matters, hence there was no need for it.

4.2.39. Jun Yang asked if the Special Project Director (Nanyang Arts Festival) should be in Directing Committee as well as he/she is the one promoting arts scene in NTU. Sean replied that there is no need as all events only require to meet the Chairpersons during their event period. Hence, they only need to come down for certain important DCMs to interact with the Chairpersons to discuss more about the events.

4.2.40. Kyu Houng asked if it should be encouraged that other CAC Committees and clubs pay Member Clubs for performances and events. Sean replied that it should not be encouraged, it should not be the case in the first place, as everyone is under CAC.

4.2.41. Cheng Hui asked for Sean’s take on Concert Engineer (CE) collecting charges from CAC as they supported a lot of CAC events, and require logistics reimbursement to cover their cost. Sean replied that the equipment that they use belongs to CAC. CAC can offer them with meals and transport which are small things that can show their appreciation for the Member Clubs.

4.2.42. Kyu Houng asked for Sean’s course of action if a Member Club flouts certain rules and were caught by SAO, and SAO would require him to come out with an appropriate punishment for that Member Club in the case that the Member Club admits to their mistake and does not admit to their mistake. Sean replied that if the Member Club admit, he will find out how severe the offence is. A letter of warning will be issued and he will explain to the school that they did not mean it. If too serious, the Member Club is suspended from using the venue. If the member club does not admit, he will approach the school and ask for evidence to be provided.

4.2.43. Cheng Hui asked how Sean will advise to help Member Clubs on leadership or coaches issues. Sean replied that he will go down to the member club training and find out the issue. He will get point of views from everywhere so that the whole situation can be seen. If the issue cannot be resolved, alternatives should be sought. If it is affecting their club performance they should work together instead of working against each other.
4.2.44. Jun Yang asked how to encourage the Member Clubs to increase their attendance for CAC events. Sean replied that he can make known to them that CAC events are a way of gaining exposure and there are fun activities and that it is not a burden to come down. He suggests blasting out event details to Chairpersons earlier.

4.2.45. Clarin asked Sean to name the club which performed well and which club requires assistance based on the performance of Member Club in AY17/18. Sean replied that Chinese Drums are performing well, trying hard to be more involved in CAC events and getting more exposure in school events. Harmonix is newly introduced into CAC, and hence there is a need to guide them more in terms of administrative procedure.

4.2.46. Cheng Hui asked Sean to ax a Member Club if there is a need a x one Member Club as instructed by school due to resource shortages. Sean replied that he has to first consult the Top 5 asking a member club is not a small issue. He will look at the Tier 2 clubs and clubs that are facing big issues with members. However, he could not really give an answer on the spot.

4.2.47. Kyu Houng asked for Sean’s take on the clash of AGM date and Member Clubs training day, and therefore Member Clubs will be unable to send down members. Sean replied that the AGM was set a few months back and the Member Clubs should know not to have practice on that day.

5. **Nominee for Vice-President (Events Management) - Cao Jian**

5.1. **Speech**

5.1.1. Cao Jian joined CAC because he wanted to know more about Impresario Organising Committee, which ultimately gave him the opportunity to spearhead a brand-new project to replace Impresario.

5.1.2. He wishes to provide the same level of support and guidance for the next batch of Special Project Directors just as the 27th Vice-President (Events Management) did for the Special Project Directors during her term.

5.1.3. He feels despite only been exposed to 1 Special Project, this would allow him to look at things from clean slate without prior influence, possibly seeing what the Committee might have overlooked.

5.1.4. He also understands that more needs to be done to understand the workings of other Special Projects, as first-hand knowledge will allow him to better guide his Special Project Directors.

5.1.5. During his term, he aims to help the Special Projects work towards fulfilling their main event objectives by pushing for incremental progress.

5.1.6. He feels that bigger is not always better, and there are times when there is a need to pause and re-examine the core of the project.

5.1.7. He wishes to take a more active rather than reactive approach during his term.

5.2. **Question & Answer Session**

5.2.1. Cheng Hui asked for Cao Jian's opinion of a successful event. Cao Jian answered that if the event is in its first year, there should be at least a partial fulfilment of its event objectives as it is too ambitious for an event to fully establish itself in its first year. If it is a annual event, he feels there needs to at least be a build up increase in terms of its exposure, and to attain a better following than the year before.

5.2.2. Angie asked for Cao Jian’s opinion on what is the main purpose of having a Special Project Wing, and if it has served its purpose in CAC, with evaluation with respect to each Special Project. Cao Jian responded that the Special Project Wing exists to spread the name of CAC to its respective targeted audience in its own ways, and hence each project would have achieved different results. He began by sharing Transition and Orientation Program succeeded in its objectives as its aim was to recruit freshmen to join CAC, and that as Welcome Week and Tea Chairperson, he could see that there is an increasing number of freshmen that attended Welcome Tea this year. Moving on to Joint Dance Concert, he mentioned that the event is always fully sold out every year and hence has always been successful in spreading the name of CAC. On CenterStage, Cao Jian mentioned that the event did not gain much following as it was its first year but felt that the audience who attended the event enjoyed themselves and that it
was a good show. Moving on to Nanyang Arts Festival, Cao Jian pointed out that the event was a huge step up from the previous year, with increased exposure and awareness amongst the NTU community, hence successfully spreading the name of CAC. Lastly, with regards to Arts from the Heart, Cao Jian pointed out that while the event did not hit its main objectives, the donation amount raised this year was the highest in recent history and another noteworthy achievement was that the event managed to move out from its usual venue at Bishan-Ang Mo Kio park to the Gardens by the Bay.

5.2.3. Shuo Ying asked Cao Jian if he has sought insights and advices from the 27th Vice-President (Events Management) and the 5 Special Project Directors. Cao Jian responded that as the outgoing Chairperson for CenterStage, he is aware of the issues with the project and has sought advice from the outgoing Arts from the Heart, Joint Dance Concert and Orientation Committee Chairperson. He has also sought advice from Nanyang Arts Festival seniors who are planning to rerun on what plans they have for the event in this coming year.

5.2.4. Shuo Ying enquired on the issues that were highlighted by the outgoing Orientation Director. Cao Jian responded that there were mixed feelings about the Carnival element during the Transition and Orientation Program in the sense that because it is a new initiative started in the 26th Orientation Committee, the element is still new but there has been a recurring issue where there is a lack of manpower to plan for the element. He feels that since the Programmers in the Orientation Committee were short of manpower to plan for this element, the Orientation Director and Ex-Officio can carry on being in-charge for this element.

5.2.5. Shuo Ying asked if the directions shared by the seniors from the Nanyang Arts Festival Committee are in line with his own directions for the project. Cao Jian responded that while his initial goals were to have the incoming Committee place more focus on member club concerts that fall under the Nanyang Arts Festival banner by taking a proactive approach in publicizing and value-adding to their concerts, the seniors shared another goal whereby they wanted to shift the festival to March, which would leave certain Member Club concerts out of the event period. He further explained that the seniors’ point of view was that March is the period where majority of CAC Member Club concerts were held and that the move to March would allow them to emulate on successful arts festivals model adopted by other tertiary institutions. However, he feels that this move would jeopardize other Special Projects who are planning for their events in March, and that while it is good to emulate a successful model, Nanyang Arts Festival should not cannibalize on other Special Projects.

5.2.6. Angie asked Cao Jian to elaborate more on how Special Projects spread the name of CAC. Cao Jian responded by saying that Special Projects are events, and through events, audience who attend are exposed and able to know more about the organizing Committee, performers, and publicity collaterals, all of which who carry the CAC name.

5.2.7. Angie asked if it is necessary for Special Project Directors to be a part of the Directing Committee Meetings. Cao Jian stated that he agreed with the stance the nominee for Vice-President (Member Clubs Management) took and elaborated that he felt it was unnecessary because Directing Committee Meetings were very technical and its mainly pertaining to issues related to the Member Clubs. If the Special Project Directors were mandated to sit in for all Directing Committee Meetings, they might feel overwhelmed as Special Projects already have a tight timeline to work with. He mentioned that if the Special Project Director in question really needed to discuss issues with Member Clubs, he or she could just sit in for certain meetings. Overall, he felt that having Special Project Directors sitting in for Directing Committee Meetings is not a necessity and is an unwise and unjust usage of time that can be otherwise spent on other things related to their own Special Projects.

5.2.8. Ruo Cheng asked what would be the plan of action if there is a certain event in which the Executive Committee feels is beneficial for CAC but the Committee who is supposed to plan it do not have enough manpower to plan and execute the event. Cao Jian answered by stating that if there is an alignment of event objectives between the event and the Special Project in question, the Committee
should be the one planning and taking ownership of the event. However, should there be a manpower crunch, the Executive Committee can help with the planning and execution but ultimately, in the long run, the event should be handed back to the Special Project in question.

5.2.9. Cheng Hui asked Cao Jian what he considered to be the flagship project for CAC, to which he answered Joint Dance Concert as it successfully reached out to a lot of audience and is the only Special Project who has garnered the attention of NTU management level officers.

5.2.10. Cheng Hui further questioned why did he not considered Nanyang Arts Festival the flagship project of CAC, considering that it showcases many other aspects of CAC as compared to Joint Dance Concert which only focuses on dance. Cao Jian answered that he saw Nanyang Arts Festival as more of a branding, and that the Nanyang Arts Festival Committee is only in charge of planning the Nanyang Arts Festival Highlights period. While the highlights period encompassed many different arts aspects like the Opening Ceremony, Mural, Nanyang Arts Gallery, Nanyang Arts Symphony and external showcase, the turnout was still lacklustre. He feels that it was a big step forward from the previous year but is still a work in progress.

5.2.11. Leslie asked Cao Jian what he would do to reach a synergy between other Special Projects with Nanyang Arts Festival, seeing that he stated previously Nanyang Arts Festival has the potential to cannibalize other Special Projects. Cao Jian mentioned that the Nanyang Arts Festival highlights period should not clash with the event dates of other Special Projects with one possible solution to move the event back to its event period in February, so that there would not be any manpower clashes as the Member Clubs who make up the main bulk of performers for Special Projects will be overstretched.

5.2.12. Cheng Hui asked Cao Jian what his plan of action would be now that some events are becoming increasingly similar, especially since they are all using the same pool of performers. Cao Jian answered by saying he would study how other similar events are run by other organizations, emulate successful models and find a unique niche so that CAC events can differentiate or outshine other events by having a unique selling point.

5.2.13. Clarin asked Cao Jian what he would do to guide the Orientation Director now that there are more restrictions from the school. Cao Jian answered by clarifying he felt restrictions were set by the school with good intentions in mind, and that we should respect it. He feels we could work around the guidelines, to sit down and brainstorm with the Orientation Director to brainstorm more interesting elements, or possibly even emulate, adapt or merge elements from other camps with existing elements.

5.2.14. Proposal to extend the Q&A session
Proposed: Justin Tan
Seconded: Neo Jun Yang

5.2.15. Jun Yang asked if Cao Jian thinks it is effective to set up recruitment booths during Transition & Orientation Program’s Carnival. Cao Jian answered that while the effects may not be apparent to clubs or Committees with a strong foundation, clubs or Committees with weaker branding benefit greatly from the additional publicity platform. He feels having a carnival in Transition and Orientation Program will help introduce freshmen into all the clubs in CAC, and that it can also act as a teaser of sorts for the actual recruitment activities during Welcome Week.

5.2.16. Jun Yang further questioned Cao Jian if he felt that there was sufficient time for interaction during the carnival, seeing that it lasted only about 30 to 45 minutes this year. Cao Jian answered that we should not base the effectiveness of the event just by looking at this year’s results. He elaborated that since now the Committee is aware that 40 minutes is insufficient for freshmen to fully interact with all the booths, the incoming Committee can better work around this in its program rundown by allocating more time and space for the carnival.

5.2.17. Shuo Ying asked Cao Jian how he would handle the misconception many Committee members have that ex-officio are not doing anything for the Committee seeing that ex-officio usually only handle admin matters behind the
scene. Cao Jian responded by saying as long as the Top 3 of the Committee is aware that the ex-officio is value adding to their Committee, the Top 3 should advocate and prevent misunderstandings within their Committee. On this note, he also stated that ex-officio should try to join in for the cohesions organized by the Committee, and as much as possible try to be more active in participating in such activities.

5.2.18. Kyu Houng questioned Cao Jian what is the role of the other ex-officio in the Committee and to what extent should he or she be involved. Cao Jian answered by stating the other ex-officio in the Committee can act as a stand-in for the Vice-President (Events Management) during his or her absence. He feels the ex-officio should complement and help one another.

5.2.19. Jing Xuan mentioned that since the other ex-officio is usually not aware of the inner happenings of the Committee since the respective directors usually only updates the Vice-President (Events Management) on important information, how would Cao Jian ensure that the other ex-officio is kept in the loop on important information. Cao Jian responded by saying he would make it a point to keep the other ex-officio updated, and that he or she should also play a part by being proactive. He would also let his Special Project Directors know that they can come to both him and the other ex-officio for help because they are both experienced and are able to provide equally valuable advice.

5.2.20. Jasmine asked Cao Jian what is the relevance of the Special Project Director staying on in the Executive Committee once his or her event has concluded. Cao Jian responded by saying that Special Project Directors have 2 roles to fulfil during their term. They are the Chairpersons of their respective Committees and also a member of the Executive Committee. While they might have concluded their event, they would still have to fulfill their Executive Committee member duties until their term is over.

5.2.21. Jasmine asked Cao Jian if he has any plans to bond the Special Project Directors should he be elected. Cao Jian mentioned that he initially had the idea of having combined meetings with all the Special Project Directors to see if there are possibilities of co-planning events but ultimately felt the idea was not feasible as some Special Projects are very different in nature. However, he feels that he would try and advocate for them to be comfortable with one another and to establish a sense of close-knittedness amongst the Special Project Directors.

5.2.22. Kyu Houng asked if there is a need to bond Special Project Directors within their own wing. Cao Jian answered that while it is a good thing that they are bonded, it should not be the extent that they are seen as an exclusive group within the Executive Committee.

6. **Nominee for Honorary General Secretary - Lian Zi Yun**

6.1. Speech

6.1.1. Zi Yun shared her strengths of bring a bubble and detail-oriented individual who always resolves to finish what she started.

6.1.2. She then shared her experiences in CAC, being a secretary for JDC in her freshman year, before stepping to being a Vice-Chairperson in her Sophomore year, then to the Orientation Director in her Junior year.

6.1.3. She hopes to be able to assist the CAC President and Vice-Presidents by giving valuable insights and ease their workload whenever possible.

6.1.4. She believes that with the cooperation of everyone and with the preventive measures 27th EXCO did during their term, everyone will be able to bond together.

6.2. Question & Answer Session

6.2.1. Shuo Ying asked for how Zi Yun can fulfill her duty as a discipline master well, given that her speech was only 3 minutes. Zi Yun replied that her speech was not a good example.

6.2.2. Jing Xuan asked if Zi Yun think that her speech was not a good example was an excuse, given that her speech was only 3 minutes and was said out slowly. Zi Yun replied that it was not an excuse.

6.2.3. Kyu Houng asked if there is a need for formalities such as passing of minutes in Committee meetings. Zi Yun replied that it is necessary to pass the minutes as it
does not only serve as a formality, but more as an acknowledgement that everything said is true.

6.2.4. Kyu Houng asked for the methods to convince the Committee members that passing of minutes is something necessary and is something not to be taken lightly of. Zi Yun replied that this should be communicated as it is stated under decorum.

6.2.5. Kyu Houng asked for the purpose having minutes in meetings. Zi Yun replied that the minutes ensure accountability during meeting. Kyu Houng added on that the minutes are being audited by school and are essential to have the words and actions to be accounted by the school.

6.2.6. Shuo Ying asked for the evaluation of each of the Top 5 Nominees excluding Zi Yun. Zi Yun replied that Liang Bei is very confident and knows what she wants, is someone who has clear goals and good leadership skills; Joleen is someone who does more welfare, she cares a lot for the directors running under her and has ideas for the Committees under her management but can be more firm with her ideas; Sean is someone who thinks a lot as the VPMC nominee, but not as much from the perspective from the general CAC, as he mentioned that Member Clubs are the core of CAC, he might contemplate other wings and hence should pay more attention to it; Cao Jian is someone who has a lot of ideas and initiatives for the special projects, especially for cases when the incoming Special Project Directors might be lost.

6.2.7. Justin asked for the methods to react as an Honorary General Secretary whom is also the neutral party, in the event that a conflict among the Executive Committee members. Zi Yun replied that she will take notice of the red flags before any conflict can arise. Once there is an indication of such issue, she will take soft approach to find out the underlying issue, and the course of action will to be discussed with the other incoming Top 5 members thereafter.

6.2.8. Justin asked for how the welfare in Executive Committee would be handled. Zi Yun replied that she will continue with the monthly cohesions.

6.2.9. Shuo Ying asked for the top 3 challenges Zi Yun will face as Honorary General Secretary. Zi Yun replied that the biggest challenge is to maintain the bonding and manage the discipline of the members concurrently. In order to strike a balance between the two, she will reinforce the dos and don'ts and build on the bonding through cohesions.

6.2.10. Shuo Ying asked if Member Clubs should take minutes for their meetings. Zi Yun replied that it would not be necessary to take minutes as Member Clubs tend to focus on their training. The Chairpersons of the Member Clubs can voice out their issue during Direct Committee Meetings, which would be sufficient as minutes are taken down.

6.2.11. Shuo Ying asked if Honorary General Secretary should step in to handle a conflict were to arise in Member Club or should that be done by the Vice Presidents (Member Clubs). Zi Yun replied that the Vice President (Member Clubs) should be the first party to resolve the crisis. Shuo Ying further added that Honorary General Secretary should be the one resolving the conflict. Zi Yun replied that that is true in the event that Vice President (Member Clubs) is unable to resolve the conflict.

6.2.12. Shuo Ying asked if Honorary General Secretary is more capable of resolving conflict of Member Clubs. Zi Yun replied that it is not true as the Vice President (Member Clubs) are more updated with the Member Clubs as they are updated through Direct Committee Meetings. The Vice President (Member Clubs) should have taken note of the potential problem and should have already understand and know the issue prior. Honorary General Secretary will be the one to provide a new perspective to resolving the conflict.

6.2.13. Gege asked on the level of involvement of Honorary General Secretary in the Committees as Ex-Officio, for example, Orientation Committee where Zi Yun is an outgoing Orientation Director. Zi Yun replied that it would be important for her to take a proactive role and will offer help if needed, but not to the extent of micromanaging; decision will be left to the incoming Orientation Director and the Committee.

6.2.14. Justin asked for the methods to gain respect from the Committee since Honorary
General Secretary serves as a discipline master and welfare manager. Zi Yun replied that she will need to be firm with her words but not instilling fear to them. She will share more about her personality to be closer to the Committee members.

6.2.15. Shuo Ying asked for the potential problems that will arise from the skewed gender ratio in the incoming Executive Committee. Zi Yun replied that gender should not be an issue as personality matters more. Being a girl does not mean that one will possess certain traits, which is more of a generalization.

6.2.16. Jun Yang asked if there is a need to vet minutes from Committees in other wings, and how the vetting process should be like. Zi Yun replied that she will vet through Support Committees' and Special Projects' minutes, given that she is the incoming Honorary General Secretary. The process of vetting will be vetting on the minutes sent in by the Committee’s secretary. Comments will then be added by Zi Yun before a finalized version is sent back to the Committee’s secretary.

6.2.17. Clarin asked on how Zi Yun will manage if the school requests for the archives of the minutes from past year which are missing with no backups. Zi Yun replied that she will check if hardcopy version of the minutes is available, if yes, replication of the minutes will then be submitted.

6.2.18. Jing Xuan asked on the views of clique formation in Executive Committee, and if they are progressively becoming more exclusive. Zi Yun replied that it is normal to form cliques within Executive Committee but should not go towards the extent of being exclusive. There should be preventive measures set out prior, such as having cohesions. Chat groups made for the planning of cohesion should be deleted after the event.

6.2.19. Jing Xuan added that the steps mentioned by Zi Yun does not resolve the root cause of the issue as it is only a mitigating step. Zi Yun replied that if the issue is pertaining to a certain wing, she would work with the relevant Vice President or Executive Committee members. Shuffling of seats during meetings may also be a good contributing factor to resolving the issue.

6.2.20. Shuo Ying asked if Honorary General Secretary should play a role in managing alumni relations, and if it should be only under Honorary General Secretary or other Top 5 members of Executive Committee. Zi Yun replied that she will achieve it to the best of her ability. She believes that she should play a part as long as it is within her ability and competency. Each Vice Presidents would have their own responsibilities and job scope in managing their wings, thus Honorary General Secretary should be the one handling these alumni initiatives.

6.2.21. Kyu Houng asked if Zi Yun have any new initiatives in mind as an Honorary General Secretary. Zi Yun replied that she would like to propose to have the vetting of minutes done earlier.

6.2.22. Kyu Houng asked on the purpose of having the Honorary General Secretary, the head of the secretariat sub-Committee, which is stated in the constitution, on vetting all of the minutes from support Committees and special project Committees, given that all the Chairpersons of the Committee would have already vetted through it. Zi Yun replied that it would ensure accountability, and this would standardize the format of the minutes.

6.2.23. Clarin asked on the disciplinary actions to be taken if an Executive Committee member responds slowly and does not attend events and if the other Executive Committee members were to feel unfair. Zi Yun replied that soft approach would be used to find out the underlying issue on whether the relevant member has difficulties that can’t be shared with the rest. If that can’t be done, a verbal warning will be issued. Observation will be done after that and if all fails, a letter of warning will be issued. The valid reasons for absence will then be explained to Executive Committee Members.

6.2.24. Jing Xuan asked for the purpose of Letter of Absence (LOA). Zi Yun replied that it does not only serve as a formality but also a guidance for the member to know that one should not have the attitude and mindset to use it as an excuse.

6.2.25. Jing Xuan asked on the ways to not let members of the Committees to feel that LOA is just a piece of paper. Zi Yun replied that reasons of LOA should only be approved only if the Chairperson or the secretary knows about it.
6.2.26. Jun Yang asked on the methods on how Zi Yun will connect to the alumni of CAC if she were to be elected as the incoming Honorary General Secretary. Zi Yun replied that she could leverage on her connections as the outgoing Orientation Director. She would be able to request for contacts from the senior alumni whom had attended the camp. She would then create a telegram channel to connect with them and share more about CAC events.

6.2.27. Clarin asked on the purpose of issuing letter of warning, given that there are no tangible repercussions to the individuals receiving it. Zi Yun replied that after issuance of the second letter of warning, the letter of dismissal would be issued.

6.2.28. Kyu Houng asked if there would be a need for Chairpersons to vet through the minutes, given that the Honorary General Secretary would have vetted the minutes, and how she would manage if she realises the minutes submitted are not vetted through by the Chairperson, resulting in addition workload for the Honorary General Secretary. Zi Yun replied that it is necessary for the Chairpersons to vet through the minutes, since the Honorary General Secretary does not sit into all the meetings, soft approach will be used to find to why the Chairpersons are not vetting the minutes.

7. Nominee for Financial Controller - Peng Teng Liang

7.1. Speech

7.1.1. Teng Liang believes that for any organization to be successful, it requires financial sustainability and prudence.

7.1.2. In the case of CAC, its success may be attributed to responsible budgeting and wise stewardship of finances.

7.1.3. He will give his best, putting his past experience to good use and provide efficient management of claims and receipts.

7.2. Question & Answer Session

7.2.1. Justin asked Teng Liang to explain the claiming procedure in his own understanding. Teng Liang replied that the treasurers will submit to FC, then FC will go through it and ensure that everything is alright. Afterwards, FC will submit to the NSS Finance, and highlight any issues that might be raised, then the claim will be processed.

7.2.2. Justin asked for ways to handle the financial matters as he is a freshman and assuming his president has no financial knowledge. Teng Liang replied as the nominee for president, Liang Bei is keen to learn about finances, hence they will embark on this journey together. Furthermore, as FC is a 1.5 years role, thus the outgoing FC will be around to guide us.

7.2.3. Jing Xuan asked for the course of action if his predecessor run away. Firstly, Teng Liang replied that he believed his predecessor will not run away. However, if the previous financial controller really run away, he will sit in with the incoming and outgoing President to discuss the issues.

7.2.4. Justin asked for his action to prove to all the directors and treasurers that he can be entrusted with all the financial matters. Teng Liang replied that he will show care to the organizations and treat everyone as family. He believes that if he does his best, everyone will trust him.

7.2.5. Shuo Ying asked for his course of action if the treasurers told him that they were given a different set of instructions passed down from their Chairperson. Teng Liang replied that he will clarify with the treasurers and Chairpersons to ensure that they are on the same page.

7.2.6. Shuo Ying asked for his plan on doing the budgeting given the President has no financial background, and he is a freshman. Teng Liang replied that as Liang Bei, the president nominee, has the experience in all the wings, hence she will know what each club requires. Otherwise he could consult other EXCO members on their objectives and resources needed.

7.2.7. Shuo Ying mentioned that directors will want more fund for their own Committee and asked for his opinions and actions on this. Teng Liang replied that he will work with outgoing FC to find out more and seek advices from him. Furthermore, he mentioned that he will assess the needs of each club to compare and discuss with the President.

7.2.8. Jun Yang asked on his opinions whether the VP(s) should have a say in setting
the financial budget. Teng Liang did not agree to it as financial matters are sensitive and should not get too many people involved with it.

7.2.9. Justin asked for his plan to integrate well into the EXCO given that FC is a role that works independently. Teng Liang replied that he will find out on everyone’s commitment and help out as much as he can.

7.2.10. Justin asked for his opinions on taking up ad-hoc projects given that FC already has heavy workload in the first place. Teng Liang replied that he will do it if he believes he can do it.

7.2.11. Kyu Houng asked for his solutions if a supplier charged the interest to the invoices due to overdue payment. Teng Liang replied that he will try to negotiate with the vendor. He will also discuss with the President and check with the outgoing FC if he could use the budget of another club and settle the payment.

7.2.12. Jun Yang mentioned that VPS should be kept in loop on budgeting as VPS is the 2IC of the club.

7.2.13. Justin asked for his opinions whether FC and AFC’s job scopes should overlap. Teng Liang replied that there are certain things that cannot be done by the AFC. However, as FC and AFC are the bridge between NSS Finance and CAC, thus he believes that the AFC could assist him with the claim form submissions.

8. Nominee for Honorary Assistant General Secretary – Long Si Ying Dawn

8.1. Speech

8.1.1. Dawn shared her past experiences of being one of the 3 in-charges of her Junior College theatre production.

8.1.2. She also shared her strengths of being detail-oriented and work effectively.

8.1.3. She mentioned that she wants to run for the position as she wants to be able to play a part in the running of CAC, and enable members to have a memorable experience such as the one she had when she went through CAC TOP.

8.2. Question & Answer Session

8.2.1. Shuo Ying asked to list out the 23 Member Clubs. Dawn successfully listed out all 23 Member Clubs.

8.2.2. Kyu Houng asked what the tier 1 Member Clubs were. Dawn successfully listed out all tier 1 Member Clubs: MJ Hip Hop, Contemp{minated}, Chinese Orchestra, Symphonic Band, Concert Engineers and Dragon and Lion Dance Troupe.

8.2.3. Shuo Ying asked about what she thinks about bonding within Directing Committee Meeting and what if she is tasked to plan bonding activities for Directing Committee Meeting. Dawn answered that she would be in charge of administrative matters, hence it is important to communicate with the Chairpersons of the Member Clubs so that there should not be any clashes along the way. Other than setting the meeting minutes and agenda, HAGS can also take on the role of bonding the Directing Committee Meeting.

8.2.4. Shuo Ying asked how she would handle being a HAGS considering she is an introvert, as mentioned in her nomination form. Dawn answered she will step up and interact with Chairpersons. Communication is key so there will be no issue.

8.2.5. Justin asked whether she has any plans or initiatives for Directing Committee Meeting bonding. Dawn answered that bonding does not have to be any specific events. A meal before or after Directing Committee Meeting will be great. For Directing Committee Meeting, it does not have to be a monthly cohesion, but it will be good to plan a simple day out with the Executive Committee members and respective Chairpersons of each member club.

8.2.6. Jun Yang asked what is “DCM” and who are involved in it. Dawn answered, “Directing Committee Meeting” and the people involved in it are the Member Clubs Chairpersons, VPMC, AFC, HAGS and Support Committees Chairpersons.

8.2.7. Clarin asked how Dawn would handle the Chairpersons of the Member Clubs, given that she is the most junior in DCM. Dawn answered that the Chairpersons should already know how to behave in the DCM but she will bring it up if necessary.

8.2.8. Jun Yang asked given that there is a high chance she will be put in Joint Leaders Cohesion Committee, how will she plan to bond the Chairpersons and Executive Committee. Dawn answered that amazing race and chalet can be considered.
However, she understands that due to budget and time constraints, the best idea would be to have an amazing race followed by a barbecue meal as most participants would not be able to make it if it was longer than one day.

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<tr>
<th>8.2.9.</th>
<th>Clarin asked that since the HAGS assists the Honorary General Secretary in inputting the ECA records, how will she ensure that she will not miss anyone out. Dawn answered that she will require help from the Chairpersons to give a complete list without missing anyone. From her side, she will be detailed and go through everything to ensure the names all are listed.</th>
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<tr>
<td>8.2.10.</td>
<td>Clarin asked what if she realized she missed someone out only after the deadline. Dawn answered that she will ask all the Chairpersons to check whether the points allocated are accurate before the portal closes. However, if nothing can be done, she will apologize to them but the members should note that they are also responsible for it as they were briefed to check for their points.</td>
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<tr>
<td>8.2.11.</td>
<td>Kyu Houng asked how she ensure that the Member Clubs Chairpersons adhere to the deadlines. Dawn answered that she will send out email reminders to the Chairpersons. However, if nearing to the deadline they have yet to respond, she will message them directly to find out the reasons and collect the information personally from them.</td>
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<td>8.2.12.</td>
<td>Shuo Ying asked what if the Member Clubs Chairpersons are being unresponsive and uncooperative. Dawn answered that she will approach the VPMC for help in resolving this matter and be the mediator between her and the Chairpersons.</td>
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<td>8.2.13.</td>
<td>Kyu Houng asked if the HAGS can assist the Honorary General Secretary in vetting through the minutes of support Committees. Dawn answered that it is possible as long as the HAGS can manage his/her workload, provided the Hon Gen is comfortable with that arrangement.</td>
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9. **Assistant Financial Controller – Leong Wei En**

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<th>9.1.</th>
<th>Speech</th>
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<tr>
<td>9.1.1.</td>
<td>Wei En shared that CAC TOP made her feel like she was able to click well with people in CAC.</td>
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<td>9.1.2.</td>
<td>She also shared the reason behind running for Assistant Financial Controller, which is that she believes that back-end work is the cornerstone of every event’s success.</td>
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<td>9.1.3.</td>
<td>She looks forward to having more opportunity to be involved and contribute to the planning and execution of various projects.</td>
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<td>9.1.4.</td>
<td>If she were to be elected, she will strive for the highest standards in all tasks and work meticulously to ensure minimal or no mistakes are made in her ticketing job scope.</td>
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<tr>
<th>9.2.</th>
<th>Question &amp; Answer Session</th>
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<tr>
<td>9.2.1.</td>
<td>Justin asked her to share the ticketing procedures of CAC. Wei En replied that she will liaise with the sub-club and ask them send in design 1.5 months prior to event date. After which, she will submit the design to NSS Finance for approval. Once it is approved, she will send to supplier for printing, and chop it once it’s done. Thereafter, she will send to NSS Finance again to check and pass it to the treasurer.</td>
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<td>9.2.2.</td>
<td>Justin asked for her actions if sub club submit the ticket for printing before letting the finance to vet. Wei En answered that she will inform the VPMC first and then liaise with the treasurer to inform them that they would need to redo the ticketing SOP.</td>
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<td>9.2.3.</td>
<td>Justin asked for the proper procedure if the ticket stubs are lost. Wei En replied that she will check with the treasurer and make sure that the lost ticket is not with the club. After confirming, she will file a police report and submit to NSS Finance.</td>
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<td>9.2.4.</td>
<td>Justin asked for her thoughts on managing the claims of members clubs instead of the Financial Controller. Wei En replied that she will assist the Financial Controller in the claiming procedure by ensuring that the form details are correct before passing to the Financial Controller to handle.</td>
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<td>9.2.5.</td>
<td>Justin asked for the course of action in the case that the treasurer runs away with the ticket money. Wei En replied that she will liaise with the sub club’s Chairperson and inform the VPMC. They will then sit down and discuss for a</td>
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9.2.6. Justin asked for ways she can contribute better to EXCO. Wei En replied that she will try her best to help EXCO whenever required.

9.2.7. Angie asked for her plans on how she can better help the Member Clubs. Wei En replied that she will maintain a good relationship with them and help them feel homelier hence they will feel more inclined and a sense of belongingness towards CAC.

9.2.8. Justin asked for her initiatives for Joint Leaders' Cohesion if she was elected as the AFC. Wei En replied that team-based event will be better.

9.2.9. Kyu Houng asked for the course of action if the Member Clubs rush for the printing of tickets. Wei En replied that if the Member Clubs submitted late then the fault is on their end. However, if the fault is on her end, she will rush the supplier and chop the tickets faster.

9.2.10. Rachel asked for the rationale that ticket designs are vetted by AFC instead of Publicity Director. Wei En replied that as tickets contain serial number and GST registration number, hence AFC is in a better position to vet the ticket designs.

10. Nominee for Business Director – Sim Shi Yuan

10.1. Speech

10.1.1. Shi Yuan used to be in Business Committee and Orientation Committee. In Business Committee, it was very heartwarming to see how the different portfolios worked and how everyone worked so hard for the sole goal of giving welfare to CAC members.

10.1.2. Shi Yuan always feels a sense of accomplishment when people receive EWP and thank them for it, or if they mention that the items were good.

10.1.3. Shi Yuan enjoyed the process of liaising with companies and clinching successful sponsors after rounds of sourcing for each item category. She gained many valuable experiences and skillsets, as well as irreplaceable friends along the way, pushing her to give back to CAC as much as it has given her.

10.1.4. Shi Yuan’s goal for her term would be to continue to maintain and provide CAC with high standard EWP during their final preparation and ensure they are highly anticipated. She also wants to ensure that the efforts of Business Committee will be constantly recognized.

10.1.5. Shi Yuan plans to change the structure of the Committee. Firstly, from top 3 to top 4, which includes the Chairperson, Vice-Chairperson (Corporate), Vice-Chairperson (Support) and the Secretary cum Treasurer.

10.1.6. Next, she will remove the Mosaic portfolio, and rename Liaison Support to Liaison. The Liaison Officers will also source for extra perks for CAC members during Wearfare Day, and thus will be under both Support and Corporate.

10.2. Question & Answer Session

10.2.1. Shuo Ying asked Shi Yuan the goal of Business Committee. Shi Yuan replied that it is to provide additional support for CAC Member Clubs and source for welfare to all CAC members.

10.2.2. Shuo Ying said that according to the reason on Shi Yuan’s nomination form on why she wants to run for the position, she mentioned that she wanted to continue to maintain and provide CAC members with high standard EWP and to ensure that the efforts of Business Committee members are constantly recognized. Shuo Ying asked if it is in line with the purpose of Business Committee. Shi Yuan answered that both can be balanced and aligned.

10.2.3. Following that, Shuo Ying asked if the reason why Shi Yuan wants to run for the position of Business Director is just for high standard EWP, or there are other components. Shi Yuan answered that when she was doing the nomination form, she did not know better. If she could rewrite it, she would mention to provide support to CAC as a whole and better welfare packs to CAC members.

10.2.4. Jing Xuan asked what the Business Committee can do to support the 3 wings. Shi Yuan replied that the Liaison officers can help in terms of sourcing for sponsorships or help to handle any corporate related issues.

10.2.5. Angie asked how Shi Yuan would determine the success of Business Committee, and Shi Yuan answered that many people will assume that it is the number of sponsors in each EWP, but she thinks that it is what they will be able
to achieve, such as liaison officers helping to gain sponsorship for Member Clubs, and the appreciation showed by the Member Clubs. If they feel that the help from Business Committee was helpful, then it would be a success for Business Committee.

10.2.6. Jing Xuan asked what if Business Committee managed to clinch sponsorships, but the club is not appreciative, or that it is already the best standard of EWP. Shi Yuan answered that she would approach them and check on the ways that the Business Committee can improve on.

10.2.7. Jing Xuan also mentioned that success does not mean that people must notice their effort, and since Business Committee is a support Committee, it is a backend job. Therefore, if people do not appreciate the Committee, it should not be seen as unsuccessful. Shi Yuan clarified that it is not to show appreciation but just to know that Business Committee helped them.

10.2.8. Jun Yang asked for Shi Yuan’s take on the sponsorship kit for Business Committee. Shi Yuan answered that the sponsorship kit will help to streamline the sponsorship kit, but she will discuss more with the incoming VPS.

10.2.9. Following that, Jun Yang asked if the sponsorship kit will be effective in helping the Member Clubs, and Shi Yuan replied that she would reach out to them as well.

10.2.10. Jun Yang asked if there are any new initiatives to replace Mosaic, an e-newsletter, to provide CAC members with extra perks. Shi Yuan said that even though Mosaic does bring some benefit to CAC members, it does not reach out to many, hence the effort put in is not equal to the outcome.

10.2.11. Justin asked if Shi Yuan would take up a sponsorship if a sponsor approaches Business Committee with a sponsorship for the whole of CAC, but would lock down all sponsorship deals for Member Clubs. Shi Yuan answered that she would not accept the sponsorship as it will deter greater opportunities that CAC can get from other sponsors.

10.2.12. Shuo Ying asked if it is necessary to save aside EWPs for the rest of the Big 4 and Chairpersons of the 23 Member Clubs given the fact that every semester only has an approximate 500 EWPs. Shi Yuan feels that it is necessary to do so as it can maintain relations with them and that it will be good to reserve for them to show appreciation.

10.2.13. Jun Yang asks if it is better to provide more EWPs, and Shi Yuan answered that the number of EWPs is just a target. If they were able to clinch sufficient sponsors, then they will increase the number of EWPs. However, it will be dependent on the number of sponsors.

10.2.14. Kyu Houng asked if the support Committees can work together for Wearfare Day, and Shi Yuan mentioned that there is no need for support directors to work together for Wearfare Day as it will be too taxing for them.

10.2.15. Kyu Houng also asked if there is a need for 2 posters for Wearfare Day, and Shi Yuan said it was necessary to give back to the sponsors.

10.2.16. Kyu Houng requested for Shi Yuan to walk through the process of coming up with the posters for Wearfare Day. Shi Yuan said that Business Committee will discuss with Publicity Committee, then work with the Publicity and Publications Officers to come up with Wearfare Day’s theme before letting Publicity Committee vet and eventually sending it for printing.

10.2.17. **Proposal to extend the Q&A session**

   **Proposed:** Neo Jun Yang  
   **Seconded:** Eng Shuo Ying

10.2.18. Jing Xuan clarified 8.2.15., that whether it is necessary for both Business Committee and Publicity Committee to have two posters for the same event. Shi Yuan thinks that it is essential since Wearfare Day is co-organised by two Committees, it is necessary to let people know it is organized by two different Committees.

10.2.19. Jing Xuan asked if it would still be necessary to have 2 posters, given that there was no way to differentiate which Committee designed the posters. Shi Yuan said that the posters will render acknowledgement to each Committee.

10.2.20. Jing Xuan said that there are no sponsor logos on the Publicity Committee
poster, and asked for the need of having 2 posters. Shi Yuan answered that she will clarify with her predecessor.

10.2.21. Shuo Ying said that if single poster can be created to mention the co-organizing of this event, would there still be a need to have 2 posters. Shi Yuan if the posters can be streamlined into 1 and still fulfil both purposes, then there is no need to have 2 posters.

10.2.22. Shuo Ying said that Publicity Committee has sufficient manpower for the designing of posters and fringe activities, and asked for the need of Publicity and Publications Officers in Business Committee. Shi Yuan said that there are also other aspects such as photo shoot and social media handles.

10.2.23. Shuo Ying clarified that the MIT Committee can also provide the service as done in the 27th term, so there might not be a need for a whole portfolio just to manage a Facebook account. Shi Yuan mentioned that it is not just to do up and maintain social media accounts but also to design shirts and to give more exposure to the sponsors.

10.2.24. Justin asked Shi Yuan how she, an experience member, can work with the incoming Publicity Director. Shi Yuan mentioned that she will guide the Publicity Director and share her past experience for Wearfare Day so that the Publicity Director can see it in a bigger picture. She will also work closely with the VPS to ensure that things work out.

10.2.25. Shuo Ying asked if combining CAC day with Wearfare Day will rename the event as CAC day. Shi Yuan replied that they are 2 different events, and it will be difficult to communicate with 2 different Committees.

10.2.26. Shuo Ying said that both events are held on the same day, except that CAC Day is planned by the EXCO, while Wearfare Day is planned by Business Committee and Publicity Committee, and asked if the 2 events can be combined. Shi Yuan thinks that with enough manpower and resources, it can be like the previous semester by renaming it CAC Day, as long as her Committee is recognised.

10.2.27. Proposal to extend the Q&A session
Proposed: Eng Shuo Ying
Seconded: Tan Kyu Houng

10.2.28. Shuo Ying mentioned that there is no need to draw such segregations since both events are for the same purpose – to provide welfare for CAC members. It can be known as co-organised by all the Committees involved, and that seniors already have the impression that Wearfare Day is co-organised by Business Committee and Publicity Committee, and everyone knows that EWPs are sourced by the Business Committee. The name of the event is just a name. CAC Day can encompass more things and be of a greater scale, thus able to cut down on duplicated resources.

10.2.29. Shuo Ying asked if Business Committee and Publicity Committee are organising an event for members to wear the CAC shirt, the event should be renamed to CAC Day. Shi Yuan said that it is doable for the next coming semesters.

10.2.30. Justin asked Shi Yuan the relevance of Business Committee in the EXCO. Shi Yuan said that she will try her best to help other Committees and special projects with any business-related events and give any advice on business matters.

10.2.31. Kyu Houng stated that in Shi Yuan’s Letter of Proposal (LOP), she mentioned that she is too democratic and will always want a situation where everyone is happy and satisfied. She then asked Shi Yuan how she will resolve if everyone in her Committee has differing opinions and stands on a particular issue. Shi Yuan said that she would find a compromise between two parties to make them happy.

10.2.32. Shuo Ying asked if Shi Yuan could accept the fact that as a support Committee of CAC, she would not get as much limelight, and Shi Yuan answered that she could.

10.2.33. Jing Xuan asked if the CAC EWP should be restricted to only main Committee members, and Shi Yuan answered that it should not, as sub-Committee members should be entitled as well.

10.2.34. Proposal to extend the Q&A session
Proposed: See Jing Xuan
Seconded: Justin Tan
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<tr>
<td>10.2.35.</td>
<td>Following 8.2.33., Justin asked how Shi Yuan would handle the unjust that the main Committee members might feel, and she replied that the EWP giveaway is on a first-come first-served basis, and the main Committee members should understand that there are only a limited number of EWP.</td>
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<td>10.2.36.</td>
<td>Kyu Houng asked how Shi Yuan would handle her stress if it comes to big decisions such as how the Committee is being run, given that it was stated in her LOP that she can get very stressed over decisions such as ordering food for the Transition and Orientation Program (TOP). Shi Yuan answered that she would take up the challenge to overcome the issue of stress management, and that she has learnt a lot after TOP.</td>
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<td>10.2.37.</td>
<td>Rachel stated that the Publicity Committee also designs the poster of Wearfare Day in conjunction with Business Committee, so both Committees will be working together to come up with an event theme. She then asked Shi Yuan to share the timeline of planning Wearfare Day together with the Publicity Committee. Shi Yuan said that they would discuss the possible EWP themes before coming to consensus which theme would be the best choice, then have each Committee doing their own tasks.</td>
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<tr>
<td>10.2.38.</td>
<td>Rachel then asked how early in advance she would start planning for Wearfare Day, and Shi Yuan answered that she would start as soon as she gets elected.</td>
</tr>
<tr>
<td>11.</td>
<td><strong>Nominee for Logistics Director – Liu Bingyu</strong></td>
</tr>
<tr>
<td>11.1.</td>
<td><strong>Speech</strong></td>
</tr>
<tr>
<td>11.1.1.</td>
<td>Bingyu shared that her experiences of performing on stage for many years have allowed her to have a deeper understanding of how an event is being run and the importance of backend support before, during, and after the event.</td>
</tr>
<tr>
<td>11.1.2.</td>
<td>She wishes to give something back to this community as she wants to contribute to something she loves in a way that is different from being a performer.</td>
</tr>
<tr>
<td>11.1.3.</td>
<td>If she were to be elected, she will do her best to fulfil her duties and responsibilities by being a bridge between the school and the Member Clubs Support Committees, and Special Projects.</td>
</tr>
<tr>
<td>11.2.</td>
<td><strong>Question &amp; Answer Session</strong></td>
</tr>
<tr>
<td>11.2.1.</td>
<td>Jing Xuan asked for her actions if a club has booked a Function Hall and unwilling to pay for the rental fee. Bing Yu replied that she will remind them that they have to pay the bill even if they don’t use it after making the booking. She will prompt them on the responsibility after booking a venue. Afterwards, she will inform her VPS on the issue and discuss on the course of actions to be taken shall any punishments be required. Jun Yang also mentioned that she should inform the relevant VP(s).</td>
</tr>
<tr>
<td>11.2.2.</td>
<td>Jing Xuan asked for her course of actions if member club borrowed the CAC projector but there will be another meeting taking place in CAC rooms in 5 minutes. Bing Yu replied that she will check if she could borrow the projector from other clubs.</td>
</tr>
<tr>
<td>11.2.3.</td>
<td>Jing Xuan asked for her actions if the meeting is already set 1 month ago but she still loan out the CAC projector to the member club. Bing Yu replied that she will admit her mistake and try her best to resolve the issue.</td>
</tr>
<tr>
<td>11.2.4.</td>
<td>Jing Xuan asked for her actions if a club who is not under CAC used the room that she has booked for CAC’s Member Clubs or Committees. Bing Yu replied that she will check whether she had made an error by double booking. If not, she will check for alternative venues. Otherwise, she will negotiate with the other club as she had booked the venue.</td>
</tr>
<tr>
<td>11.2.5.</td>
<td>Justin clarified that she could just show the booking form to the other club and asked them to clear the space as we had booked it.</td>
</tr>
<tr>
<td>11.2.6.</td>
<td>Justin asked for her thoughts if she were assigned 2 or 3 ad-hoc projects. Bing Yu replied that she will discuss with the Top 5 if there is another solution to allocate the roles and duties.</td>
</tr>
<tr>
<td>11.2.7.</td>
<td>Jing Xuan asked her course of actions if an equipment loaned came back damaged and the Member Clubs/Committees claimed that damages are not made by them. Bing Yu replied that prior to loaning there will be a handover form signed, hence if it’s a working equipment, then the Member Clubs/Committees will be responsible for it. Afterwards, she will inform the VPS and discuss on the</td>
</tr>
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</table>
possible punishment or repercussion for the Member Clubs/Committees.

12. Nominee for Media & Information Technology Director – Ng Jing Xun (Jonas)

12.1. Speech

12.1.1. Jonas shared that he has always been passionate about Media & IT, which explains the reason behind his choice of major, Computer Science.

12.1.2. His resolution is to create an open and cohesive Committee in which members will be able to enjoy themselves while learning and completing their duties professionally.

12.1.3. He will work harder to learn and pick up skills although he does not have much technical expertise in the field of Media & IT.

12.1.4. If elected, he will help the various Clubs and Committees to the best of his abilities.

12.2. Question & Answer Session

12.2.1. Jing Xuan asked Jonas for his timeline for learning of the IT Skills. Jonas replied that he is currently a Computer Science student and for website maintenance wise, he will get to learn more of it during his curriculum. For photography and videography, he will learn as soon as possible from seniors and members.

12.2.2. Ming Yong then asked for his definition of as soon as possible. Jonas replied that he will be having meeting and training sessions with the Committee, so throughout this session he will be able to pick up the skills.

12.2.3. Justin asked for solution as Jonas mentioned in his speech about having an open and cohesive Committee when he does not have enough skills and thus, his members may not trust and respect him. Jonas replied that to be a good leader is not just about having technical skills. With leadership skills, he will try to be an approachable leader and improve his technical skills so that his members will respect him.

12.2.4. Jing Xuan asked for explanation regarding the leadership skills that he possess. Jonas replied that he has a lot of CCA experience in the past, hence he is more mature and has grown a lot as a leader. All these are soft skills which will be demonstrated if he is elected.

12.2.5. Jing Xuan raised the point that Jonas did not answer his question regarding leadership skills. He asked for explanation on how he is going to manage the people in MIT community given that he does not have MIT background. Jonas replied that the previous MIT Committee was not bonded. The first thing he would like to do is to create a bonded team, creating Committee t-shirt or having bonding sessions. He will learn from the past mistakes and think ahead.

12.2.6. Justin asked for the explanation for having the t-shirt idea of MIT. Jonas replied that the word Committee has the letters M, I, T in the middle, which represents the Committee that he would like to be the director for.

12.2.7. Jing Xuan asked for the ways that he would manage the CAC website given that he has no IT background at the start. Jonas replied that he has talked to his predecessor and he was taught on how to do access the website as administrator and edit from there.

12.2.8. Jing Xuan continued to ask regarding the coding language used for the CAC website. Jonas replied that he did not know and will check with his predecessor.

12.2.9. Jing Xuan further asked for his explanation on the relevance of learning python and maintaining the CAC website. Jonas replied that he will just edit based on what he heard from the seniors.

12.2.10. Jing Xuan asked if he is able to make changes to the CAC website with his current knowledge. Jonas replied that he can try to do it.

12.2.11. Justin asked for a breakdown of what is inside the CAC website. Jonas replied that there are portfolios of all the CAC Member Clubs and Committees, as well as point of contact.

12.2.12. Justin continued to ask if he has any ideas on what happened to the CAC website a few days ago. Jonas replied that no.

12.2.13. Jing Xuan asked for the solution if the CAC website was down. Jonas replied that he will need to contact Steven and make arrangement to recover it.

12.2.14. Ming Yong clarified that Steven is not a senior but he comes from a website...
posting company and he will help for this case.

12.2.15. Jing Xuan asked for solutions if the CAC website gets hacked. Jonas replied that he will attempt to shut down the website and inform the VPS. He will also try to do troubleshooting by getting the digital footprint and contacting the server host. Thereafter, he will submit a report to the VPS.

12.2.16. Jing Xuan further asked if his predecessor has taught him the steps when the website was being hacked. Jonas replied that he was told to contact Microsoft.

12.2.17. Jing Xuan asked for the websites under CAC that is not hosted by Steven. Jonas replied that ntucacfo.com and ntucac.com are not hosted by Steven.

12.2.18. Ming Yong asked if he knows that DSLR has a lifespan. Jonas replied that he did not know about this.

13. Nominee for Publications Director - Soon Ying

13.1. Speech

13.1.1. Soon Ying shared her experience in Publication Committee for the past AY.

13.1.2. She believes that the main purpose of ArtJam is to keep the student community updated about internal and external arts events.

13.1.3. If elected, she hopes to engage a wider audience by steering the direction to become more interactive than informative, which could be done through a giveaway system, whereby readers could stand a chance to win tickets by answering quizzes.

13.1.4. She also wishes to garner feedback amongst readers to gauge their interests and better cater to them in the upcoming issues.

13.2. Question & Answer Session

13.2.1. Shuo Yin asked Soon Ying if Essentia should be done by Publications alone or as collaboration with other Committees in CAC. Soon Ying answered that Essentia was a project that was shifted to Publication’s job scope only in AY 2017/2018. She felt that the shift of Essentia to Publications Committee was a good idea as Publications has the necessary Committees to handle the production of the booklet. Moreover, with the workload distributed among 20 people, it was more effective than having only the Publications director and Publicity director do it like in AY 2016/2017.

13.2.2. Shuo Ying mentioned that hardcopy magazines are not cheap. Shuo Ying then asked Soon Ying if there should be a reduction in the number of hardcopy ArtJam printed and place more focus on ArtJam Online. Soon Ying said that she feels that it is in her interests to move to the online platform. However, in the near future, there is still a need for printed ArtJam. The current ArtJam Online is more for convenience as archives of past ArtJam issues are stored on ArtJam Online. Soon Ying summarized to say that at this moment, she feels that both the online and printed have to be used in tandem.

13.2.3. Shuo Ying asked about Soon Ying’s plan on the volume of printed ArtJam magazine. Soon Ying pointed out that the volume printed varies for each issues.

13.2.4. Justin asked Soon Ying about the positions in Publications Committee. Soon Ying answered, saying that there are writers, editors, designers and web officers in the Committee.

13.2.5. Justin asked about Soon Ying’s course of action if there are writers who refuse to cover for CAC events. Soon Ying said that she has experienced this issue before as a Committee member last year. She mentioned that one way of preventing such incidents is to make it clear to write right from the start that it is mandatory to cover CAC events.

13.2.6. Justin asked about the potential challenges that Soon Ying may potentially face if she was to be elected. Soon Ying said that one main issue is the timeline to product ArtJam. This is as the production of the magazine follows a linear timeline, where writers have to first edit, followed by editors who will do the editing, then designers to design the page. Any delay at any portfolio will result in snowballing, thus Soon Ying believes that timeline is the biggest issue.

13.2.7. Kyu Houng asked Soon Ying to provide the figure of the average click-rate of the online ArtJam magazines and her to drive the click rate of your online publications in this academic year if she was to be elected. Soon Ying replied and said that there’s 8000+ clicks with half being unique visits. Soon Ying also
mentioned that she will consider to work with the publicity Committee to use social media to publicize. ArtJam online more extensively.

### 13.2.8. Kyu Houng asked Soon Ying to define the success of ArtJam issues. Soon Ying replied that the tangible ways to feel the success is to see how many people are taking the magazines at the stands, or it can be based on word of mouth. She will implement platform for people to give feedback.

### 13.2.9. Justin asked Soon Ying on her take in DCM and whether it is necessary for the Publications Director to be involved. Soon Ying replied that it is good as they can liaise with them and understand their needs for event coverage or articles to be covered as they have limited resources and issues.

### 13.2.10. Kyu Houng asked Soon Ying on her actions to minimize the errors in ArtJam. Soon Ying replied that for Essentia and ArtJam, she will do more than one round of editing and checking, one done by the entire editorial team and do rotation to check and cross check. Editors to go through the entire publication again.

### 13.2.11. Kyu Houng asked Soon Ying if she sees a need in letting EXCO vet through the drafts before Essentia and ArtJam are being printed. Soon Ying replied that it is not completely necessary but good to check in its final state. Good to have a different set of eyes to look through as Committee members may get used to it and glance past errors.

### 13.2.12. Justin asked Soon Ying on the solutions if there is a budget cut and she needs to cut down on printed copies. Soon Ying replied that if this issue is made known at first, she will discuss with the Committee to see how they can reduce copies. Then, she will negotiate with the Financial Controller on whether it is possible to increase the budget to do more printed copies. If not, they will try to focus on the other alternatives such as ArtJam Online.

### 13.2.13. Kyu Houng asked Soon Ying for the number of web officers in Publications and her plans on building up ArtJam Online. Soon Ying replied that the previous batches have 2 web officers. Regarding building up the online website, it is a bit difficult for this year due to limited human resources. She will discuss with the outgoing on what they can do.

## 14. Nominee for Publicity Director - Chuah Jun Qi Adrena

### 14.1. Speech

#### 14.1.1. Adrena shared that the reason behind running for the role is because she enjoys the process of contributing to an organisation’s publicity, and at the same time she hopes to learn new skills along the way.

#### 14.1.2. She shared her leadership experience during secondary school.

#### 14.1.3. She also introduced her proposed structure for the Committee if she were to be elected, which included 2 portfolios, namely the Social Media Officers and Designers.

#### 14.1.4. She also proposed to have an internal CASE competition within the Committee, in which Members will be randomly grouped into teams of 3 or 4 and they have to come up with a creative campaign of promoting CAC.

### 14.2. Question & Answer Session

#### 14.2.1. Jing Xuan asked for design for a collateral. Adrena was given 30 minutes to design.

#### 14.2.2. After Adrena was done with the design, Jing Xuan asked for her design background or experience. Adrena replied that she has designed project PowerPoint slides and poster for project work campaign but do not really have experience in designing for corporate or events.

#### 14.2.3. Jing Xuan asked for the knowledge on designing software. Adrena replied that she previously will use paint but it was not professional, so she tried to use Adobe Photoshop for basic skills only.

#### 14.2.4. Jing Xuan asked for the ways to lead the Committee given that she has no designing skills. Adrena replied that based on dictionary, publicity means gathering attention. Designing does not form the whole bulk of publicity. She will lean towards more of publicity events or campaigns. For Publicity Director, leadership is more important than technical skills. Something more to offer to Committee.

#### 14.2.5. Jing Xuan explained that in the context of school, publicity is more about
collaterals and designs. He asked for the ways to stay relevant in the Committee given that she has no skill in this area. Adrena replied that she will engage seniors with experience in photoshop to conduct workshops for the members.

| 14.2.6. | Clarin asked for the number, purpose and locations of the CAC notice boards in NTU. Adrena replied that there are 3 notice board. There is 1 at the linkway at Admin Building, Sky Deck and North Spine concourse. The purpose of having one at Admin Linkway is to display the EXCO photos to let students know more about the current EXCO. North Spine concourse displays photos of Member Clubs, while the one at sky deck is not utilized. |
| 14.2.7. | Clarin continued to ask for plans on the notice boards of CAC. Adrena replied that she plans to have 3 teams, each team will design one notice board. |
| 14.2.8. | Clarin asked for the explanation on the collateral design. Adrena replied that she has decided to design a shirt as it is the best publicity for the CAC. Having a rainbow background represents the vibrant art culture and vibrancy of our Member Clubs. White wording is because rainbow is obtained by passing through white light. The year is to remind us how far CAC has come and not forgetting the CAC slogan at the back of the shirt. |
| 14.2.9. | Rachel asked for the explanation on the colour scheme chosen for the collateral. Adrena replied that rainbow represents vibrancy. |
| 14.2.10. | Rachel asked for the rationale of choosing black as the base colour for the collateral. Adrena replied that black is a practical colour as it would not get dirty easily. Generally, people tend to wear black shirt more, so it's more of a popular demand. |
| 14.2.11. | Rachel clarified that it may be better to choose while base as the purple could not be seen easily with a black-base shirt. Adrena replied that this is due to lighting problem. |
| 14.2.12. | Rachel asked for the solution if the shirt is printed out similar to what was shown on the screen where the purple colour could not be seen easily. Adrena replied that she will check with the supplier if the purple colour on the printed shirt can be seen. |
| 14.2.13. | Justin asked for the contribution towards DCM. Adrena replied that she will check with predecessor on the content of DCM. |
| 14.2.14. | Jing Xuan asked for the structure of the Committee and portfolios within the Committee. Adrena replied that there will be 7 designers and around 4 to 5 members in charge of social media. |
| 14.2.15. | Jing Xuan asked for the ways to lead the Committee without having photoshop background. Adrena replied that to be a good leader she must gain respect of the members. Despite her poor knowledge of software, she will lead by example and she is willing to learn from them. Being the Publicity Director, she should have the knowledge of photoshop. She planned to master the skills of photoshop. |
| 14.2.16. | Justin asked for the ways to publicise CAC slogan. Adrena replied that she will do it using poster, with many faces in the poster and ask people to guess who they came from. |
| 14.2.17. | Kyu Houng asked for the solutions to not be drained out and carry out duties efficiently as she is a freshman and the workload as an EXCO may be overwhelming in this period of transition. Adrena replied that she will make sure that she does not commit to other commitments and check that the job scope is not too overwhelming. |

15. Nominee for Social Director - Gan Jia Hui Nicole

| 15.1. | Speech |
| 15.1.1. | Nicole shared how she joined CAC’s Social & Welfare Committee when she was a freshman. |
| 15.1.2. | She wishes to share the sense of camaraderie she has gained through Social Committee’s initiatives. |
| 15.1.3. | Her goals for Social Committee will be to retain the Carnival style for Members’ Night as Members’ Night encourages bonding within the Clubs and Committees, and at the same time increase engagement of participants. Also, she hopes to reinforce the main purpose of Cynosure ball, which is to celebrate the
achievements of various Clubs and Committees, as well as thank outstanding individuals for their contributions.

### 15.2. Question & Answer Session

#### 15.2.1. Justin asked given that CAC has members of 2000 people, and yet our reach is less than 20% of that number, how would she define Social Committee's success when it comes to the various events. Nicole replied that it’s not true for members' night with 547 people turned up last year and is determined to try and improve it further by reaching out more. For Cynosure ball, she agrees that the outreach is quite low.

#### 15.2.2. Justin asked for Nicole’s concrete plans of increasing Member Clubs’ attendance for Members' Night & Cynosure Ball 2019. Nicole replied that she will try to build a strong rapport with all the Member Clubs and Chief Programmers, so they will come and support our event. Social Director will be in DCM and JLC is a good avenue to build relationships and connections with them. Another way is to liaise with them by dropping to their event to give shout out for their event.

#### 15.2.3. Jing Xuan asked what the purpose of Members’ Night is. Nicole replied that members night is at the start of the academic year and is a good platform for them to try and facilitate bonding between each club/Committee. The primary purpose is to facilitate internal bonding and at the same time introduce all aspects of CAC by introducing the Chairpersons and EXCO. Performance can also be putted up during Members’ Night.

#### 15.2.4. Jing Xuan asked that given that the school is starting to have concerns with pageant events, there is a possibility that pageant events may not be approved by the school. He then asked if Nicole has alternative events to replace pageant events. Nicole replied to form friendships with people across the wings by grouping up the participants and putting up performance. The event can expose different aspects of ideas and participants without dance background can pick up skills along the way. They will continue to keep the performance part and have the Committee members to go down to help.

#### 15.2.5. Jing Xuan asked how to entice people to come down since it is just a gathering during the summer and people might not find the need to come down just for the event or train throughout the summer. Nicole replied that the participants' main objective is to firstly try something new and to step out of the comfort zone. Once this purpose is fulfilled, they can forge new friendships along the way and the performance will be able to fulfill that purpose. Allowing them to see the event as the pride and glory by representing their Committee. If the participant has dancing background like Hip Hop they can team the participant up with a team with no dance background.

#### 15.2.6. Jing Xuan asked if whether Bonding Day should be done by Social Committee. Nicole replied that this decision should be made by EXCO. If the Committee works on members’ night and Cynosure Ball there will be quite a big portion of their time will be used on the two events. Hence it is rather fair that her Committee members get to take a winter break. This is an issue that she will bring up to VPS and evaluate if this is something that the social comm should be responsible for.

#### 15.2.7. Proposal to extend the Q&A session

- Proposed: Clarin Tok Qian Le
- Seconded: Tan Kyu Houn

#### 15.2.8. Kyu Houn asked that apart from Members’ Night and Cynosure Ball, what other events she could envision to help boost bonding among the wings of CAC during the term. Nicole replied that it is quite impossible to plan to have a good outreach and expect a good outcome. She doesn't think that Social can initial a new event but can work on smaller initiative like welfare towards the three wings to remind them that they are part of CAC’s umbrella.

#### 15.2.9. Clarin asked how her Committee work will towards securing the funds, understanding that a key component of the finance source might be absorbed by the school. Nicole replied that she can hold the events at a separate venue since venue normally plays a huge portion of the budget. Another alternative is to go for afternoon tea or lunch instead of dinner. By doing this it will ultimately cut the
Angie asked that the award nominations such as Video of the Year and Moment of the Year might not seem attractive enough for the Committees and clubs and how she plans to increase attractiveness so it can worth much more. Nicole replied that she can try to improve publicity of awards or make the clubs feel like there is something to fight for by increasing the attractiveness with vouchers attached to the awards.

Kyu Houng asked what she will do if the Programmers and Publicity and Publication Officers (PnP) have different views for theme or story. An example is that the Programmers have high expectations, but PnP is unable to produce and do not have the skills required. Nicole replied if the PnP does not have enough manpower, but the Programmers insist on a certain storyline, they can expect the Programmers to help the PnP out. If it is pertaining to technical skills, she will consult the VPS if it is something that can be picked up and if it is impossible for them to learn, they will have to compromise to the PnP team to see what they can deliver.

Jing Xuan asked to please evaluate Cynosure Ball 2018 and the improvements that could be made. Nicole replied that the games were engaging and were good. The decorations were well done with several decoration spots to be used as photography spots instead of everyone crowding at the photobooth. The recognition of the award segment can be increase since the award segment seems to be losing the focus of the limelight of Cynosure Ball 2018. A new initiative is to post Top 6 nominees for the awards to let people to have a glimpse of the award and at the same time improving publicity. To post a list of awardees on CAC's websites to increase the publicity and the prestige of the awards. At the same time adding these awards to their portfolio. Since Cynosure Ball is the celebration of the end of the year, more focus can be put on celebrating and highlighting notable achievements throughout the year.

Zi Hui has been in the Orientation Committee for 2 years now, where she was a Business Manager in her freshman year and a Programmer in her sophomore year.

Being a Business Manager in Orientation Committee as well as Business Committee has allowed her to handle administrative duties on a better and more professional scale. She is more detail-oriented now, which allows her to pay more details to things that majority may tend to overlook on.

Her experience as a programmer has allowed her to have greater flexibility in handling issues, be more open-minded, and to learn to plan things in a more realistic way while being prepared for the worst-case scenarios.

Zi Hui said that being in two different Committee portfolios helped her view things from different perspective and thus forming a better bigger picture of the Committee.

Zi Hui's goals for the Committee includes unity of the Committee.

Zi Hui would like to solidify certain changes, such as limiting the number of Seniors Attached, the criteria of accepting them, and their roles during the TOP.

Shuo Ying asked to reiterate the objectives of Cultural Activities Club (CAC) Transition & Orientation Programme (TOP). Zi Hui replied that the purpose of CAC TOP is to serve as a platform to recruit freshmen into CAC and how CAC is a family to her, hence she would like to create a fun TOP for the freshmen.

Shuo Ying asked to evaluate the segment of Carnival during TOP and whether this segment was necessary. Zi Hui replied that Carnival is a platform provided by TOP to help in the recruitment of freshmen into CAC. Every element has its pros and cons, thus this element is to support the Committees and clubs that have limited opportunities to reach out to the freshmen as well as to allow seniors to reach out to the freshmen before the school term starts. Therefore, this element should remain as a new initiative but the way it is carried out should be further discussed and confirmed.
<table>
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<tr>
<th>16.2.3.</th>
<th>Shuo Ying asked if Carnival were to be an element under TOP, will the EXCO or Orientation Committee be in charge of it. Zi Hui replied that the planning process will be undertaken by the orientation Committee just like any other element.</th>
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<tr>
<td>16.2.4.</td>
<td>Angie asked if the activities planned during TOP met the NTU Freshmen Orientation Objectives, based on her past experiences. Zi Hui clarified with Angie on the objectives as she was not sure.</td>
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<td>16.2.5.</td>
<td>Justin asked if there was any conceptualization of how the revamping of Carnival will serve its recruitment purpose and whether it will involve any Member Clubs. Zi Hui replied that it will be discussed with her team if she were to be elected.</td>
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<td>16.2.6.</td>
<td>Justin asked for some possible ideas that she has in her mind. Zi Hui replied that a suggestion would be to request for Member Clubs to come up with performances as a segment for the element.</td>
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<td>16.2.7.</td>
<td>Justin asked how the logistical requirement and time constraint would be dealt with and what would Zi Hui do if all of the Member Clubs would be able to perform. Zi Hui replied that she could not give a rough gauge. However, if all of the Member Clubs were to perform, she would hold it at Lee Kong Chian (LKC) Lecture Theatre (LT) with stage set ups and seat orders, which would help to facilitate the performance with lesser logistics required.</td>
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</table>
| 16.2.8. | Proposal to extend the Q&A session  
Proposed: Tan Kyu Houng  
Seconded: Justin Tan |
| 16.2.9. | Kyu Houng asked how the limited pool of freshmen would be sufficient to be split across 23 Member Clubs, 6 Support Committees and 5 Special Projects for recruitment activities and initiatives for the 3 wings. Zi Hui replied that it is linked to provision of the platform to recruit freshmen. It depends on the support that seniors provide to freshmen and how actively they encourage freshmen to join their Committee. |
| 16.2.10. | Angie asked Zi Hui to assess her suitability as an Orientation Director given that her Letter of Proposal (LOP) did not mention anything about recruitment for CAC. Zi Hui replied that she only found out about her job scope as the Orientation Director after reading about it on the constitution. However, she is aware of the external and internal issues with her 2 years’ experience in OC. |
| 16.2.11. | Kyu Houng asked for a solution for freshmen who pulled out of TOP due to fatigue, resulting in certain Orientation Groups (OGs) being very small. Zi Hui replied that she would shuffle the freshmen grouping to ensure that it is equal. |
| 16.2.12. | Proposal to extend the Q&A session  
Proposed: Justin Tan  
Seconded: See Jing Xuan |
| 16.2.13. | Justin asked how Zi Hui would manage the expectations of her Committee members that the main objective of CAC TOP is for recruitment other than organizing a fun TOP. Zi Hui replied that she will not only recite the decorum, but also explain why CAC TOP exists. For seniors who rerun and have negative reviews on this matter, it is important for them to understand that elements are interchangeable between TOP periods. Elements from one TOP may be different from other TOP, which will be brought up to the Committee for discussion after being elected. She would not ignore any negative comments from re-runners who have the negativity views on either of the goals as it will eventually snowball. It is not true that TOP will not change as elements are interchangeable, and elements will be dependent on her Programmers. The platform for recruitment will be under Top 3 and also the Programmers. She will let the Chiefs and Vice-Chairpersons know that there can be negativity that snowballs. If TOP slowly exist for just that one element, to provide the platform for recruitment, it will defeat the purpose of other elements. She will emphasise that two goals of having a memorable TOP and helping freshmen find their belonging in a CAC family should align and coexist side by side. |

17. **Union Representative – Corliss Ong Wei Ting**

17.1. **Speech**

17.1.1. Corliss summarized her past experiences in hall activities.

17.1.2. Corliss mentioned her interests in arts and cultural activities.
17.1.3. Corliss pointed out that an important challenge that CAC faced is the venue issue and she promised that she will work on this issue if she were to be elected.

17.2. Question & Answer Session

17.2.1. Justin asked Corliss what does CAC means to her. Corliss answered that CAC to me is a part of NTU where is does not concern academic, the more fun part of NTU and provide vibrant culture and have a platform to express what they feel in the talents that they are more talented in. She gave an example where students may not excel in academic but may be talented in arts and culture activities and CAC provides such a platform.

17.2.2. Justin asked how many wings are there in CAC and for each wing how many Committees and club there are. Corliss proceeded to name the different nominees running for all the various positions.

17.2.3. Justin asked Corliss what were the 23 Member Clubs in CAC. Corliss listed all the 23 Member Clubs in CAC.

17.2.4. Jun Yang asked about the nature of 5 different special projects in CAC. Corliss said that AFTH aims to raise funds and awareness for beneficiaries allow for platform for various Member Clubs to showcase their talents, JDC is a dance concert for dancers to showcase their talents, CenterStage is a platform that allows anyone in NTU to participate, Nanyang Arts Festival is about the arts and lastly the Orientation where most of the freshmen gets introduced to CAC and where freshmen then join the CAC family.

17.2.5. Jing Xuan asked how Corliss will assist CAC Member Clubs in resolving the issue of venue. Corliss proposed to take the data-driven approach. She ask the CAC Committee for help to gather data to better understand what venues CAC have to use and the frequency of the usage. Following that, Corliss suggested to come up with statistical analysis and formulate a proposal and pass it to the council and then the school management.

17.2.6. Jing Xuan then asked if Corliss felt that the previous Student Union’s Vice-President was not doing a good job in terms of handling the issue of training venues as was also involved in this project. Corliss pointed out that there are no guarantee of success in such proposal. She mentioned that there will inevitably be numerous trials and errors, and communication involved. She also mentioned that Student Union will try their best to represent CAC.

17.2.7. Jing Xuan asked what some of the solutions Corliss are will propose to the school to overcome the problem of space constraint. Corliss answered that one of the short term solution she propose is to leverage on residential education spaces. She pointed out that these spaces may not always be fully utilized, thus we can explore possibilities on leveraging on these spaces. Corliss said that in terms of long term, she does not have an idea yet, but promise to try her best to properly allocate spaces.

17.2.8. Shuo Ying commented that she is impressed with the research she has done for the rally and prompted her to continue to work with the 28th CAC Executive Committee to work on existing issues.

17.2.9. Angie asked Corliss, based on her knowledge of the Special Projects, how does she propose to help as the union representative in these events. Corliss mentioned that one year is not a very long time, so she will work on issues that challenges the entire CAC instead of just specific issues and events. Angie commented that small steps is good enough to show her involvement. Angie propose that Corliss may just drop by to participate in events.

18. Union Representative – Edward Lim Xun Qian

18.1. Speech

18.1.1. Edward summarized his vision and goals for the student population.

18.1.2. Edward mentioned about the big 4 relations.

18.2. Edward summarized the challenges CAC faces and strives to work with CAC to resolve these issues.

18.2.1. Question & Answer Session

18.2.2. Shuo Ying asked, given that Edward is running as CAC rep but his whole speech only consist of CAC issue for 15 secs, could he elaborate more regarding his plan to help CAC. Edward propose to work on pertinent issues that the club is
facing right now. One of these issues include venue spaces and if he were to be elected, he will be work with the elected CAC leaders. Edward propose that CAC should substantiate the proposal with data figures and collect essential data and subsequently channeled to the right decision makers.

18.2.3. Shuo Ying asked Edward to evaluate himself as the Union Representative of CAC in his year 2. Edward mentioned that he has attended different CAC events and felt that he was still exploring the club at that point of time to better understand the club. Edward said that he can now work to resolve issues that cut across the entire club given his understanding now.

18.2.4. Yi Shen asked Edward what was his motivation of rerunning given that this is his 3rd year in Student’s Union. Edward said that no position is fixed yet. He mentioned that there’s a lack of candidates stepping forward and he comes with a sincere heart to speak for the students. He hoped for a chance to serve.

18.2.5. Yi Shen mentioned that in the 27th Council Rally, Edward has mentioned that the environment in 26th Council was not a favourable environment for aspiring leaders, thus the many fresh faces in Student’s Union Executive Committee. Edward mentioned that he wants to be an inspiration to his team to serve. Yi Shen asked if it was a failure on Edward’s part given that there’s a lack of leaders stepping up. Edward answered that he acknowledges his short coming and acknowledge that the may have failed in 27th. However, he promise to work harder if he were to be elected and would work on succession planning.

18.2.6. Jing Xuan asked Edward the reason for not running as the CAC Union representative in the 27th Student's Union. Edward mentioned that he wants to have a 360 degree view. He was focused in hall activities in year 1, 2nd year in the Union and slightly involved in CAC. In the 3rd year, Edward wants to explore his school club, MAE club. In his 4th year now, he mentioned that he sees some issues that he believe he can assist to make significant progress.

18.2.7. Jing Xuan then asked for the reason of not having any Senior Union Executive Committee run as CAC Union Representative. Edward mentioned that it depends on what the different Student’s Union Executive Committee members want to run for.

18.2.8. Ryan Lee asked that Edward that despite his promise of having engagement with students, and having a town hall meeting, it failed to happen. Edward mentioned that the town hall did not happen as the Student’s Union took a change in approach and proceeded with Focus Group Discussions, led by the Information and Research Executive.

18.2.9. The returning officer reminded that all questions asked should be pertaining to the position of CAC Union Representative.

18.2.10. Jun Yang asked for Edward’s view on Pageant Events in NTU. Edward mentioned that Pageant event is a contentious issue in NTU. Edward said that we can may Pageant event more relevant by connecting with meaningful causes. Jun Yang asked if Edward thinks that CAC can push through the school with pageant event. Edward says that it is hard but if there’s strong relevance and strong case, we can always push for it to be discussed.

18.2.11. Justin asked Edward if there are conflicting views between Student’s Union and CAC regarding the direction of the school, how would he remain impartial or represent CAC, given that he may be a member of Student's Union Executive Committee as well. Edward mentioned that his interests lies in the general population, and his consideration will be if the decision he makes will affect the general interests of students.

18.2.12. Ryan asked Edward that if his interests was the wellbeing of students, why he proposed to increase the subscription fee of students in one of the council meeting.

18.2.13. The returning officer pointed out that his question was not pertaining to the position of CAC Union Representative.

18.2.14. Yi Shen rebutted that this question is relevant as CAC’s memberships extends to all NTU undergraduates.

18.2.15. Edward proposed to the returning officer that he will answer this question.

18.2.16. Edward gave a background that the subscription fee since 1991 has remained the same despite inflations, resulting in smaller spending power. Edward then
gave an example of the Student’s fund, where Student’s Union wants to help students but are facing very tight resources. This is also why the Student’s Union is contemplating if they should raise subscription fee.

18.2.17. Ryan asked if Edward was ever a member of CAC’s club. Edward answered that when he was year 2, he was a member of CAC’s Dragon and Lion Dance Troupe briefly.

18.2.18. Yi Shen asked Edward about the challenges CAC’s Dragon and Lion Dance Troupe faced and if he has brought up these challenges when he was the Union Representative for CAC in 26th Union. Edward mentioned that the club faced recruitment issues and training dates. Edward felt that back then the VPMC of CAC was already aware of this issue, thus he did not have to raise it up. Shuo Ying requested Yishen to avoid asking questions related to issues that were raised and resolved back in 26th CAC Executive Committee Rally. Yishen acknowledged and mentioned that he will take note.

18.2.19. Yi Shen asked how would Edward value-add what CAC has done for issues pertaining to Member Clubs moving forward. Edward mentioned that he has a better understanding of the issues on hand. He will continue to have constant involvement with senior management, channel issues to the right decision maker.

18.2.20. Shuo Ying asked Edward, since the outgoing President and nominee for President for CAC has the vision of maintaining good relations between big 4, what plan does he see moving forward. Edward said that the memberships of big 4 extends to all NTU students and that gives big 4 a good leverage to push for issues. Moving forward, Edward suggests to explore on working on projects together.

18.2.21. Proposal to extend the Q&A session
Proposal: Samuel Chan YingXu
Seconder: Fang Yi Shen

18.2.22. Samuel asked Edward if it is possible for CAC Member Clubs to have priority in Nanyang house usage and the implementation of electronic locks at Nanyang House. Edward mentioned that is it hard to have full ownership of Nanyang House. Besides, Edward said that the responsibility of Nanyang House maintenance lies in the school. With regards to consolidated working venues, there is actually a Campus space and resource allocation Committee. Edward believes that this is an avenue where Edward believes that CAC can bring up issues on venues.

18.2.23. Jing Xuan asked Edward if he had any plans on encouraging student leadership given the 2 year guaranteed hall stay. Edward mentioned that Student’s Union has been working on a new hall allocation scheme. The school management and Student’s Union recognize it as an issue and will work towards resolving it.

19. Open Q&A

19.1. Jun Yang asked Joleen on her opinion on having only 1 poster for Wearfare Day. Joleen replied that the posters were to target 2 different groups of audience, one being the NTU Community, and one to pitch towards the sponsors.

19.2. Kyu Hyoung asked Joleen if it would be possible to combine the 2 posters. Joleen replied that the sponsors’ logos will cause the audience to lose focus and make the publicity lose its objectives.

19.3. Jing Xuan asked Sean on how he would lead the Member Clubs wing, given that his answers were unclear during his rally's Q&A Session. Sean answered that it was because he was not clear of the administrative procedures, and would find out once he is elected, hence will be able to lead during Directing Committee Meetings.

19.4. Shuo Ying asked Teng Liang and Wei En on how they would split their finance job scopes. Teng Liang replied that they would like to follow the style of how the 27th EXCO's Financial Controller (FC) and Assistant Financial Controller (AFC) split their job scopes, in which AFC will handle the ticketing and assist the FC in collecting claims if elected, but as time goes on, they will adapt accordingly.

19.5. Jing Xuan asked Liang Bei on whether she feels that CAC x Wearfare Day should remain, or be changed to CAC Day, or the event should be separated. Liang Bei replied that after discussion with the for Wearfare Day, the event will
be named as Wearfare Day, but for Semester 2, it will be named as CAC Day as it will be good to bring up the name of CAC to the school population.

| 19.6. | Ming Yong and Rachel asked Jonas and Adrena on ways that they will take to ensure that the re-runners from their Committee will listen to them, as they are freshmen leading the Committee. Jonas answered that if elected, he will choose someone that he trusts and have the necessary skills and experience in the field and leadership, so whether or not the Vice-Chairperson will be a freshman does not matter. If the re-runners are interested in the leadership position, she will offer it to them provided that they are up for it. He will encourage them to be open to learn new things, but if they are not willing, he will speak to them and find out the reasons. Adrena answered that she will not just choose someone who has experience in design to be her Vice-Chairperson, but instead look at the individual as a whole, whether he or she can lead. She feels that too much emphasis is placed on designing, as there are actually two portfolios, namely Social Media and Designers in the Committee, so she would want to make sure that the Designers are not overworked. She believes that the most important aspect of being in a Committee together is to share their strengths and weaknesses and achieve a common goal. |

| 19.7. | Kyu Houng asked Shi Yuan for her view on Business Committee having their own Facebook page, given that Business Committee is a Support Committee, and may potentially take away the likes of NTUCAC Facebook page. Additionally, Kyu Houng mentioned that CAC Facebook page has 3.9k likes, while Business Committee Facebook page only had 1.1k likes, and that the other Big 4 Clubs also post their sponsor posts on their Facebook page. Shi Yuan answered that posting the sponsors' shout out on the NTU CAC Facebook page will spam the page too much. |

| 19.8. | Clarin asked Sean how he will keep the VPMC Office, including the HAGS and AFC in the loop, so that they are clear of the procedures. Sean replied that in the 27th EXCO, he handled more of the finance matters, and moving forward, if elected, he will let the HAGS and AFC keep each other in the loop. |

20. AOB


The rally was called to end at 0715 hours.