Rules for Data Vis Association:

* Leadership team
  + Role and number in each role
    - Association Leader
    - Membership Coordinator
    - Event Coordinator
    - Fundraising Coordinator
    - Treasurer?
* Purpose/Mission
  + Support of the students (Assisting Maria to help the students)
    - Weekly Consultation
    - Email homework troubleshooting
    - Tutorial assistance during classes / breakout rooms
  + Promotion of Data Vis and R subjects
  + Bring together like minded students
  + Network and collaborate with industry
* Membership
  + Who
    - Undergraduates
    - Post Graduates
    - Current Students or Past Students?
  + Management of membership
    - Documentation required
    - Personal Information required
    - Where/How to store the details
  + How to get new members
    - Participation and representation in classes
    - Email notification / newsletters
    - Competitions
    - Affiliations with other groups
  + Costs
  + Rules
    - Meeting time/duration – Weekly monthly
    - Quorum for meeting/decisions
    - Voting – all in agreement or majority rules
* Information and Data Storage
  + VU Collaborate – accessed by the leadership team
    - Rules
    - Membership
    - Events
    - Content – workshops, tutorials etc

Event 1:

* Agree on format and topic
  + Timing
  + Content
  + Structure
* Costs
* Abstract

Future Events

* Decisions
* Planning
* Scheduling