



Minutes of the twelfth Executive Committee

17 February 2017, 10:00 am – 1:00 pm in Hel125, Cambridge and Mab006, Chelmsford

Item No		Action																																																				
9	<p>Attendance</p> <p>9.1 Present</p> <p>87.1 Present</p> <table border="0"> <tr> <td>Grace Anderson (GA)</td> <td>Education Officer</td> </tr> <tr> <td>Thomas Baillie (TB)</td> <td>Disabled Students' Rep (Cambridge)</td> </tr> <tr> <td>Leigh Rooney (LR)</td> <td>President</td> </tr> <tr> <td>Jamie Smith (JS)</td> <td>Activities Officer (Cambridgeshire)</td> </tr> <tr> <td>Ruth Starnes (RS)</td> <td>FST Faculty Rep (Cambridge)</td> </tr> <tr> <td>Jamie Vincent (JV)</td> <td>Trans* Students' Rep (Cambridge)</td> </tr> <tr> <td>Stuart Watson (SW)</td> <td>Sports Club Rep (Cambridge)</td> </tr> <tr> <td>Kathryn Younger (KY)</td> <td>Welfare Officer</td> </tr> </table> <p><i>In attendance</i></p> <table border="0"> <tr> <td>Megan Bennett (MB)</td> <td>Democracy and Campaigns Coordinator</td> </tr> <tr> <td>Georgia Elderkin (GE)</td> <td>Office Co-ordinator (Cambridge)</td> </tr> </table> <p>9.2 Apologies</p> <table border="0"> <tr> <td>Laura Anderson</td> <td>FMS PGR Rep</td> </tr> <tr> <td>Cariad Burgess</td> <td>FMS Faculty Rep (Cambridge)</td> </tr> <tr> <td>Hannah Chan</td> <td>Disabled Students' Rep (Chelmsford)</td> </tr> <tr> <td>Shannon Doherty</td> <td>Welfare Campaigns Rep (Cambridge)</td> </tr> <tr> <td>Kathryn Dunnill</td> <td>Women's Rep (Chelmsford)</td> </tr> <tr> <td>Alice Goodheart</td> <td>FST PGR Rep</td> </tr> <tr> <td>Nadia Graversen</td> <td>FHSCE PGR Rep</td> </tr> <tr> <td>Jane Green</td> <td>Environmental & Community Rep (Chelmsford)</td> </tr> <tr> <td>Marzia Hoque Tania</td> <td>FHSCE Faculty Rep (Cambridge)</td> </tr> <tr> <td>Sharon Jones</td> <td>LGBT+ Students' Rep (Cambridge)</td> </tr> <tr> <td>Thea Maragkakis</td> <td>Activities Officer (Essex)</td> </tr> <tr> <td>Giovanna Mead</td> <td>International Rep (Chelmsford)</td> </tr> <tr> <td>James Morgans</td> <td>Communications Rep (Cambridge)</td> </tr> <tr> <td>Precious Nwanze</td> <td>FMS PGR Rep</td> </tr> <tr> <td>Jessica Ann Polaski</td> <td>FMS Faculty Rep (Cambridge)</td> </tr> <tr> <td>Maya Yordanova</td> <td>Disabled Students' Rep (Chelmsford)</td> </tr> </table>	Grace Anderson (GA)	Education Officer	Thomas Baillie (TB)	Disabled Students' Rep (Cambridge)	Leigh Rooney (LR)	President	Jamie Smith (JS)	Activities Officer (Cambridgeshire)	Ruth Starnes (RS)	FST Faculty Rep (Cambridge)	Jamie Vincent (JV)	Trans* Students' Rep (Cambridge)	Stuart Watson (SW)	Sports Club Rep (Cambridge)	Kathryn Younger (KY)	Welfare Officer	Megan Bennett (MB)	Democracy and Campaigns Coordinator	Georgia Elderkin (GE)	Office Co-ordinator (Cambridge)	Laura Anderson	FMS PGR Rep	Cariad Burgess	FMS Faculty Rep (Cambridge)	Hannah Chan	Disabled Students' Rep (Chelmsford)	Shannon Doherty	Welfare Campaigns Rep (Cambridge)	Kathryn Dunnill	Women's Rep (Chelmsford)	Alice Goodheart	FST PGR Rep	Nadia Graversen	FHSCE PGR Rep	Jane Green	Environmental & Community Rep (Chelmsford)	Marzia Hoque Tania	FHSCE Faculty Rep (Cambridge)	Sharon Jones	LGBT+ Students' Rep (Cambridge)	Thea Maragkakis	Activities Officer (Essex)	Giovanna Mead	International Rep (Chelmsford)	James Morgans	Communications Rep (Cambridge)	Precious Nwanze	FMS PGR Rep	Jessica Ann Polaski	FMS Faculty Rep (Cambridge)	Maya Yordanova	Disabled Students' Rep (Chelmsford)	
Grace Anderson (GA)	Education Officer																																																					
Thomas Baillie (TB)	Disabled Students' Rep (Cambridge)																																																					
Leigh Rooney (LR)	President																																																					
Jamie Smith (JS)	Activities Officer (Cambridgeshire)																																																					
Ruth Starnes (RS)	FST Faculty Rep (Cambridge)																																																					
Jamie Vincent (JV)	Trans* Students' Rep (Cambridge)																																																					
Stuart Watson (SW)	Sports Club Rep (Cambridge)																																																					
Kathryn Younger (KY)	Welfare Officer																																																					
Megan Bennett (MB)	Democracy and Campaigns Coordinator																																																					
Georgia Elderkin (GE)	Office Co-ordinator (Cambridge)																																																					
Laura Anderson	FMS PGR Rep																																																					
Cariad Burgess	FMS Faculty Rep (Cambridge)																																																					
Hannah Chan	Disabled Students' Rep (Chelmsford)																																																					
Shannon Doherty	Welfare Campaigns Rep (Cambridge)																																																					
Kathryn Dunnill	Women's Rep (Chelmsford)																																																					
Alice Goodheart	FST PGR Rep																																																					
Nadia Graversen	FHSCE PGR Rep																																																					
Jane Green	Environmental & Community Rep (Chelmsford)																																																					
Marzia Hoque Tania	FHSCE Faculty Rep (Cambridge)																																																					
Sharon Jones	LGBT+ Students' Rep (Cambridge)																																																					
Thea Maragkakis	Activities Officer (Essex)																																																					
Giovanna Mead	International Rep (Chelmsford)																																																					
James Morgans	Communications Rep (Cambridge)																																																					
Precious Nwanze	FMS PGR Rep																																																					
Jessica Ann Polaski	FMS Faculty Rep (Cambridge)																																																					
Maya Yordanova	Disabled Students' Rep (Chelmsford)																																																					

	<p>9.3 Absent</p> <table border="0"> <tr><td>Adetokunbo Adegrooye</td><td>ALSS PGR Rep</td></tr> <tr><td>Mohammad Ali</td><td>LAIBS PGR Rep</td></tr> <tr><td>Kerdisha Ali-Arab</td><td>Women’s Rep (Cambridge)</td></tr> <tr><td>Mohammad Anisuzzaman</td><td>FMS PGR Rep</td></tr> <tr><td>Mahjabin Anwar</td><td>ALSS Faculty Rep (Chelmsford)</td></tr> <tr><td>Ramchandra Bhusal</td><td>LAIBS PGR Rep</td></tr> <tr><td>Natalie Coe</td><td>Mature Students’ Rep (Cambridge)</td></tr> <tr><td>Nanci Cruz</td><td>International Rep (Cambridge)</td></tr> <tr><td>Damien Francis</td><td>Communications Rep (Chelmsford)</td></tr> <tr><td>Emily Gibney</td><td>FMS Faculty Rep (Chelmsford)</td></tr> <tr><td>Nicola Gillin</td><td>FHSCE PGR Rep</td></tr> <tr><td>Mohammed Gohrabian</td><td>FST PGR Rep</td></tr> <tr><td>Jamie Harmes</td><td>ALSS Faculty Rep (Cambridge)</td></tr> <tr><td>Jessica Hunter</td><td>Societies Rep (Cambridge)</td></tr> <tr><td>Qasim Ibrar</td><td>Postgraduate Rep (Cambridge)</td></tr> <tr><td>Desiree-Alison Jumbe</td><td>Black & Minority Ethnic Students’ Rep (Chelmsford)</td></tr> <tr><td>Carlos Andres Martin</td><td>LAIBS Faculty Rep (Cambridge)</td></tr> <tr><td>Mavis Mpofo</td><td>Postgraduate Rep (Chelmsford)</td></tr> <tr><td>Chukwuemeka Okoro</td><td>FST Faculty Rep (Chelmsford)</td></tr> <tr><td>Dhruvi Patel</td><td>Environmental & Community Rep (Cambridge)</td></tr> <tr><td>Aaron Singh</td><td>Sports Club Rep (Chelmsford)</td></tr> <tr><td>Shaun Yates</td><td>ALSS PGR Rep</td></tr> </table> <p>9.4 Declaration of Interest None</p>	Adetokunbo Adegrooye	ALSS PGR Rep	Mohammad Ali	LAIBS PGR Rep	Kerdisha Ali-Arab	Women’s Rep (Cambridge)	Mohammad Anisuzzaman	FMS PGR Rep	Mahjabin Anwar	ALSS Faculty Rep (Chelmsford)	Ramchandra Bhusal	LAIBS PGR Rep	Natalie Coe	Mature Students’ Rep (Cambridge)	Nanci Cruz	International Rep (Cambridge)	Damien Francis	Communications Rep (Chelmsford)	Emily Gibney	FMS Faculty Rep (Chelmsford)	Nicola Gillin	FHSCE PGR Rep	Mohammed Gohrabian	FST PGR Rep	Jamie Harmes	ALSS Faculty Rep (Cambridge)	Jessica Hunter	Societies Rep (Cambridge)	Qasim Ibrar	Postgraduate Rep (Cambridge)	Desiree-Alison Jumbe	Black & Minority Ethnic Students’ Rep (Chelmsford)	Carlos Andres Martin	LAIBS Faculty Rep (Cambridge)	Mavis Mpofo	Postgraduate Rep (Chelmsford)	Chukwuemeka Okoro	FST Faculty Rep (Chelmsford)	Dhruvi Patel	Environmental & Community Rep (Cambridge)	Aaron Singh	Sports Club Rep (Chelmsford)	Shaun Yates	ALSS PGR Rep	
Adetokunbo Adegrooye	ALSS PGR Rep																																													
Mohammad Ali	LAIBS PGR Rep																																													
Kerdisha Ali-Arab	Women’s Rep (Cambridge)																																													
Mohammad Anisuzzaman	FMS PGR Rep																																													
Mahjabin Anwar	ALSS Faculty Rep (Chelmsford)																																													
Ramchandra Bhusal	LAIBS PGR Rep																																													
Natalie Coe	Mature Students’ Rep (Cambridge)																																													
Nanci Cruz	International Rep (Cambridge)																																													
Damien Francis	Communications Rep (Chelmsford)																																													
Emily Gibney	FMS Faculty Rep (Chelmsford)																																													
Nicola Gillin	FHSCE PGR Rep																																													
Mohammed Gohrabian	FST PGR Rep																																													
Jamie Harmes	ALSS Faculty Rep (Cambridge)																																													
Jessica Hunter	Societies Rep (Cambridge)																																													
Qasim Ibrar	Postgraduate Rep (Cambridge)																																													
Desiree-Alison Jumbe	Black & Minority Ethnic Students’ Rep (Chelmsford)																																													
Carlos Andres Martin	LAIBS Faculty Rep (Cambridge)																																													
Mavis Mpofo	Postgraduate Rep (Chelmsford)																																													
Chukwuemeka Okoro	FST Faculty Rep (Chelmsford)																																													
Dhruvi Patel	Environmental & Community Rep (Cambridge)																																													
Aaron Singh	Sports Club Rep (Chelmsford)																																													
Shaun Yates	ALSS PGR Rep																																													
<p>10</p>	<p>Acceptance of Previous Minutes</p> <p>10.1 Accuracy The previous minutes were accepted as a true record.</p> <p>10.2 Matters Arising 89.6 – Against NHS Cuts Policy – KY to set up campaign group in semester two.</p>	<p>KY</p>																																												
<p>11</p>	<p>Permanent items</p> <p>11.1 Executive Officer Reports</p> <p>GA</p> <ul style="list-style-type: none"> • Team: Let’s be Honest Campaign • ARU Ran Guarantor Scheme • Open Access Improvement Survey • TEF Policy • Governance – Trustee Sub-Committees <p>KY</p> <ul style="list-style-type: none"> • Team: Let’s be Honest Campaign • Gender Neutral Toilets Policy • Safer Taxi’s Scheme • Buddy Scheme 																																													

- Medical Centre Win – students no longer pay to receive documents needed for mitigations.
- Sexual Respect at ARU Campaign
- LGBT History Month
- Prayer Rooms survey
- Human Library event – Tuesday 14th February in Chelmsford.

JS

- Team: Let's be Honest Campaign
- Keep Wednesday Afternoons Free
- Working with Chaplaincy for women's only swimming off site
- Permanent Bar
- Activities Officer Challenge
- Gym Women's Friendly Hour
- Up Your Grants
- Save our Space

LR

- Team: Let's be Honest Campaign
- Representation in Sport
- University's Green Paper
- Food Forum
- Space
- Officer handover
- Italy trip
- Student volunteering week
- MAD Awards
- SU Awards

11.2 Campaign Rep Reports

SW – Trial sessions for women's only hour are currently taking place with the support of JS. SW has been working on a visibility campaign as Sports rep. SW to meet with JS about Active Anglia zero tolerance policy.

SW

JV – JV has been working on creating a handover for the next Trans* rep in Cambridge with information of the support available. A Facebook group has been created with success. JV raised concerns about the Lollipop event as it may not be accessible to all students and suggested a quiet corner for a more relaxed option. JS to meet with AMT to suggest different layout options for this. JS to liaise with JV about face paint options.

JS/JV

TB – TB has been working on a university disability audit and has been working with the estates team to resolve accessibility issues on the Cambridge campus.

11.3 Faculty Rep Reports

RS – RS raised concerns about FST students paying for trips that are compulsory in their course. JS is confirming the outcome with Roderick Watkins and will update RS shortly. RS suggested that second and third years students should have a brief

	<p>induction to the services during their first week of studies in semester one.</p> <p>11.4 PGR Rep Reports</p> <p>None.</p>	
12	<p>Campaigns</p> <p>12.1 Let's be Honest Campaign</p> <p>GA presented an update on the Let's Be Honest campaign. The survey results will be published on the website. The next steps of the campaign is to look at the types of university support available to the students to support them in their mental health needs.</p> <p>Reps and committee members are currently signing up to take part in a mental health first aid course and the personal tutor tool kit is currently being finalised and will be available shortly.</p> <p>JS has been working on organising a commuter's breakfast in conjunction with the Environment team to encourage students to feel less isolated. JS to arrange a meeting with GA to create a travel survey.</p> <p>12.2 Ideas</p> <p>Permanent bar on the Cambridge campus – LR is currently chasing up a meeting with Helen Valentine.</p> <p>Books plus card for printing – GA and Johanna Korhonen met with Julie (Director of Student Services) and proposed printing vouchers to be purchasable from John Smiths for students to use as printing credit. Julie felt we weren't able to provide free printing on books plus cards because of environmental reasons and limitations of the current access agreement. GA is chasing follow up meetings.</p> <p>Graduation ceremonies in summer and October – the team had a meeting with the Vice Chancellor (VC) on 16/01/17, he agreed with the principle but a conversation around the logistics and how it can be achieved taking consideration of affordability needs to be had.</p> <p>LR to request a meeting with the graduation team.</p> <p>Therapy dogs – LR has received recommendations from other unions to contact guide dog charities. LR has contacted some with no response and will try another way of communication.</p> <p>Accessible microwave – the working group has been meeting and is now in the process of compiling a thorough risk assessment to enable the Union to provide a microwave in Chelmsford.</p> <p>Free graduation ceremony tickets for guests – this has been taken to the VC who has asked for more feedback with the possibility to review the price of the tickets.</p> <p>Halal food and prayer room – KY has created a survey which has been sent to students.</p> <p>Free parking – LR has raised with CUSU and will also raise with Helen Valentine.</p>	<p>JS/GA</p> <p>LR</p> <p>LR</p>
13	<p>Policies</p> <p>13.1 New Policies</p> <p>Against NHS Cuts Policy – a coach has been booked for the NHS March on 4th March 2017, the tickets are now available to buy.</p> <p>KY to arrange a banner making session before the event.</p> <p>Against Education Cuts Policy – LR to contact University College Union, LR to research and contact local teachers' unions in Chelmsford. GA to research and contact teachers' unions in Cambridge.</p>	<p>KY</p> <p>LR/GA</p>

<p>14</p>	<p>Budget Refreshments for Mental Health First Aid course – LR asked the committee to approve funds out of the budget to fund refreshments for the two day mental health training course. £91.80 (for tea and coffee) £150.00 (for lunch) Total : £241.80 This was approved by the committee. KWAF Certificate – JS asked the committee to approve £10 out of the budget to pay for an official certificate detailing the Vice Chancellors’ pledge to keep Wednesday afternoons free. This was approved by the committee.</p>	
<p>15</p>	<p>Any Other Business Helmore entrance – LR asked for feedback on the appearance of the entrance to the Helmore building. It was suggested that currently the entrance and Helmore street is very clinical and could be improved with more colours and de-cluttering the leaflet racks. More seating, glass walls were suggested as well as improving the signage and maps.</p>	
	<p>Date and Time of next meeting: 1-4pm Wednesday 15th March</p>	