



Executive Committee Meeting Minutes
31/01/18 15:00-17:00

| Item No | | Action |
|---------|--|--------|
| 1 | <p>Attendance</p> <p>1.1 Present</p> <p>Eliza Torres VP (Health, Social Care, Education and Medical Science)</p> <p>Jamie Smith President</p> <p>Johanna Korhonen VP (Arts, Law & Social Sciences)</p> <p>Kirran Khan VP (Business)</p> <p>Laura Douds VP (Science & Technology)</p> <p>Blessing Raimi Black and Minority Ethnic Students' Rep (Cambridge)</p> <p>Bobby Hughes FST Faculty Rep (Chelmsford)</p> <p>Clarissa Devey-Smith FHSCE Faculty Rep (Cambridge)</p> <p>Grant Rose Disabled Students' Rep (Cambridge)</p> <p>Luca Girardi LGBT+ Students' Rep (Cambridge)</p> <p>Maggie Raleva ALSS Faculty Rep (Cambridge)</p> <p>Michael Turner Trans* Students' Rep (Cambridge)</p> <p>Stewart Watson FST Faculty Rep (Cambridge)</p> <p><i>In Attendance</i></p> <p>Jonathan Malton Representation/Executive Assistant</p> <p>Megan Bennet ARU London & Democracy Coordinator</p> <p>Rose Williamson Campaigns and Education Enhancement Coordinator</p> <p>1.2 Apologies</p> <p>Antonia Vetter International Rep (Cambridge)</p> <p>Gill Jacob Disabled Students' Rep (Chelmsford)</p> <p>Kathryn Dunnill FMS Faculty Rep (Cambridge)</p> <p>Kyia Thompson Women's Rep (Cambridge)</p> <p>Leigh Rooney FHSCE Faculty Rep (Chelmsford)</p> | |

| | | |
|---|--|--|
| | <p>Michael Graham LAIBS Faculty Rep (Cambridge)</p> <p>1.3 Absent</p> <p>Anita Miezah Women’s Rep (Chelmsford) Aysha Goodwin LAIBS Faculty Rep (Chelmsford) Benjamin Morris FMS Faculty Rep (Chelmsford) Christiane Kouassi Black and Minority Ethnic Students’ Rep (Chelmsford) Imogen Davnall LGBT+ Students’ Rep (Chelmsford) Joel Tyson ALSS Faculty Rep (Chelmsford) Roman Ivanov International Rep(Chelmsford)</p> <p>1.4 Declaration of Interest None</p> | |
| 2 | <p>Acceptance of Previous Minutes Exec accepts the previous meetings’ minutes</p> <p>2.2 Matters Arising</p> <p>7. Rainbow lanyards - LG followed up for FST, no budget for lanyards yet. Will look into “I heart ARU” with rainbow hearts Action: Faculty Coordinators (Toby Pallatt, Caliana Jakes & Emma Howes) to meet with officers and relevant faculty reps.</p> <p>Not sure of other faculties, apart from LAIBS who already does this Action: JS to discuss with David Walmsley (Head of Student Services)</p> <p>3.1. Family day not happening – hand over to next officer team Money, money, money – Students who live in the UK, but not on the mainland, can now hand in work early Action MR to discuss with RW to promote win, such as article on website</p> <p>Communication – LD says that they can promote SU or University based events if hosts gets nothing in return, such as monetary gain or free tickets Action: LD to checks rules of radio show competitions, such as winning tickets for shows by guest.</p> <p>ET, KK, LD to update papers – all updated</p> <p>5.1. KK discussed with RW, resubmitted the ‘Against Cuts To Education’ policy to council, working with Bee Newbould (Course Based Coordinator) to promote with Course Based Societies</p> <p>5.2. ET discussed ‘Against NHS Cuts’ policy with RW; next steps to follow at February Exec meeting</p> <p>5.3. Dedicated toilets for GNT are being pushed by LD throughout Cambridge & Chelmsford campuses – not to be known as accessible toilets.</p> | <p>EXEC</p> <p>JS</p> <p>MR/RW</p> <p>LD</p> |

| | | |
|---|--|---|
| | <p>Action: LD to chase Estates with progress 5.6 Liberating the curriculum – all meetings arranged 5.8 SOS – Completed 5.9 Action: KK to raise the reworked Teaching Excellence Framework with Iain Martin (Vice Chancellor) at next meeting 5.10. Action: LD to have meeting with Alexis Mannion (Finance Manager) regarding funding for Up Your Grants Wheels in Motion – Action: KK to collate feedback by next exec Halal Food – Action: JK to contact Nigel Cooper (Cambridge Chaplin) possibly through a phone call? 6. Free parking is completed – article is now on website Lab Coats – all washed over Christmas Action: LD to make sure that this doesn't repeat Budgets – Majority replied, money granted Terms of reference – MB – nothing to add, all updated</p> | <p>LD KK LD KK JK LD</p> |
| 3 | <p>Permanent items 3.1 Executive officer reports Jamie Smith - President Retention Campaign Writing a paper to ask the University to complete research, due to data protection has become an issue when asking for information about students who don't engage with the SU This will be taken to the Student Retention Steering Group on the 13th February Teaching Excellence Lobbying University to create an internal teaching excellence framework. Will have a name change to Teaching Excellence Principals – to be discussed before publishing Hold students and staff to account Budget secured for away day to discuss the criteria of the framework of teaching excellence This leads to the Anglia Learning and Teaching subcommittee so that we can dissect, consider, debate and ultimately condense the guidelines into 10 key criteria agreed by all. Graduations Now moved to July, & Jamie has been invited to the subcommittee. However, these clash with the Academic Registry Meeting, so JK will take her place. Let's Be Honest</p> | |

Met with Chelmsford MP Vicky Ford – highly supportive of dual registry of doctors at home and at University – Vicky Ford has emailed ARU to push this
Also wants to send the report to all companies that have placements for ARU students

Dance Studio

Now waiting for budget to refurbish the dance studio
Not suitable for pole dancing or cheerleading
If societies cannot use the dance studio, then we will still be funding them to use external venues.

University Mental Health Day

March 1st – Collective event with Student Services
Social Media lead campaign
Theme of the event is community

FMT Update

Confidential paper to be discussed – faculty reps to push to be involved in FMT. Easter is when the training will be held

LD – How is this different to Faculty Board? Do the minutes go straight into the following meeting?

JS – They don't just discuss student facing issues, but budgets

SW – Separate meeting is not streamlining process

LD – Students should have a say how the budget is spent

Committee raised questions such as;

Will this be co-chaired?

Will this be held at a suitable time before the FMT?

LR asked online before the meeting;

Will the meeting be co-chaired by a faculty staff member and VP?

As the agenda will be determined by both student reps and the faculty, there should be joint responsibility in ensuring agenda items are identified ahead of time. Both parties should be bringing issues to the table as a way of keeping the student body and relevant faculty in the loop.

"Outcomes determined by discussion and consensus" - if in the scenario that a consensus cannot be reached, what happens?

"Unresolved issues could be discussed further in other existing for a, including FQESC AND SSLC". - If the FSPM is going to happen directly before or after FMT, or form a sub-part of

FMT, then surely it should be FMT that is accountable for ensuring actions etc are carried out in a timely manner, rather than it being passed down to FQESC's and SSLC's. The matters being discussed at this FSPM forum should only be strategic anyway so passing it down to operational level meetings would be counterproductive,

I think it needs to be noted and clear that FMT are responsible for ensuring the student voice is heard at the FSPM and actions are completed by Faculty staff, where necessary.

We need to ensure that if these meetings go ahead, that the Faculty Forum's hosted by the SU are organised around the same time period, so reps can attend the FSPM prepared and with matters to discuss.

Although this isn't quite the outcome we were hoping for, if it is done properly we will achieve in representing the student voice at a strategic level in the faculties. We do need to ensure our own processes and forums (faculty forums etc) are as effective as they can be, to ensure reps are bringing up to date and relevant information to the faculties regularly. I don't think however that we should give up in getting the President and VP's to be active partners in the senior management of the university; ie; recruitment panels, President on CMT etc.

Johanna Korhonen - Vice President (ALSS)

Recipe Suggestion

Recipe for trial starts Monday 5th Feb – 17 recipes being trialled

Students need to provide feedback

Communication

Meeting needed to have updated information for the SU

SU sign posted for

Cam FM - JK & LD have a weekly radio show, allowing SU to be more visible on the radio

JK discussed with Georgia Hingston to clean SU website

Computer screens desktop banner after login promoting elections

Free Printing

Printing – sticker campaign over submissions period

Delay of three days due to issue with printing

JK had meeting with Aletta – pushing electronic submissions on all courses by next academic year

Paper submitted that all new modules will have default online submissions

Reduced printing being pushed at Student Council

International Student Outreach

| | |
|---|----------------------------------|
| <p>Event for international students – discuss with Caroline Shanahan JK part of One IT initiative Active curriculum – JK co-chairing the working group Books Plus review to take place, JK to be part of all meetings Pushing for student consultation</p> <p>Kirran Khan - Vice President (Business)</p> <p>Personal Tutoring Consultations with other universities</p> <p>Part Time Job Fair Event taking place on 2nd February, rooms have been booked Discussions with businesses to attend</p> <p>Bike Safety Cycling proficiency training for March Action: KK to discuss with Tom Manville (Commercial Services Manager) to implement offer Action: KK to organise a meeting with environment team – JM to arrange</p> <p>Eliza Torres Vice President (FHSCE & FMS) Monthly Destress Events Fresh check day went well in Chelmsford on Monday Slower uptake for Cambridge on Wednesday Fashion show in Chelmsford for 1st February</p> <p>Laura Douds – Vice President (FST)</p> <p>Clubs & Societies Count Working with Bee Newbould (Course Based Society Coordinator) to gather feedback Have attended forums & society meetings where possible, to offer support and to be the point of contact.</p> <p>Diversity Projects LGBT+ History month, starts tomorrow £250 can be put back into the Exec pot as Katie Potts has paid for Jacob Joyce to attend Still looking for drivers for the 23rd Feb evening event & 28th February Please drink responsibility Student Q&A 19th February Action: LD to figure out how to solve transport for Trustees Away Day</p> | <p>KK</p> <p>KK/JM</p> <p>LD</p> |
|---|----------------------------------|

| | | |
|---|--|--|
| | <p>Communication LD & JK have a weekly radio show on Cam FM LD & KT to co-chair an event on sexual respect on the 8th February</p> <p>FVC/LEDIC reports</p> <p>BR – BME Update Forum for BME students – survey provided in documents Friday 9th Feb, Lab 111 To provide a space for BME to discuss issues, and direct line with BR Possible cooperation with ET during global week</p> <p>CDS - Support for Carers Faculty trying to rearrange timetable for Wednesday afternoons Action: LD to put posters in Young Street & Compass House Action: KK to meet CDS to discuss use of Young Street Action: ET to email Conrad Sackey Action: JS to meet with CDS & DLC Action: Officers to go to Compass House & Young Street, visibly be with students.</p> | LD KK ET JS EXEC |
| 4 | <p>Appointments None</p> | |
| 5 | <p>Policies</p> <p>5.1 Against Cuts to Education Resubmitted to council Meeting with BN Do a monthly catch-up with John Hogan Gather date from ARU Update papers to show full update Action: KK to meet with Campaigns and Education Enhancement Coordinator (RW)</p> <p>5.2 Against NHS cuts Action: ET to give a thorough update at next executive meeting Action: ET to meet BM Action: ET to get feedback from consultation event Action: ET to meet with Campaigns and Education Enhancement Coordinator (RW)</p> <p>5.3 Gender Neutral Toilets Action: LD to find out who updates the ARU app</p> | KK/RW ET ET ET ET/RW LD |

| | |
|---|---|
| <p>GNT are located in Eastings and Mumford Theatre Action: JS & LD to speak with Sandy Lynam about GNT Action: LD to discuss with other universities regarding GNTs Action: LD to meet with Sandy Lynam about signage across Cambridge campus Action: Jo Harbrow signage in Cambridge & Chelmsford SU Spaces Action: LD to update reps</p> | <p>JS/LD LD LD JS/JH LD</p> |
| <p>5.4 Increased Equality for Vegan Students Vegan policy is part of the Green Impact Update from Vegan pledge JK to speak with Anthea Turner to promote vegan food Action: JK to speak with “all the vegans” (email to Vegan Society)</p> | <p>JK</p> |
| <p>5.5 Keep Wednesday Afternoons Free Looking at data that displays courses that have Wednesday afternoon free LD to have a look at data Action: JS to take data to Ideas Meeting</p> | <p>JS</p> |
| <p>5.6 Liberating the Curriculum LD met with Aletta, positive reception Action: LD to set up meeting with FHSCE & FMS Action: SW to speak with Optical Sciences reps Action: Officers to support LD with this policy Action: LD to speak with Cat Younger, Essex University BR to help with the BME side of policy Action: JM to organise meeting</p> | <p>LD SW EXEC LD JM</p> |
| <p>5.7 Save Our Space Confirmed timetable for Dance Studio, budget confirmed, but no date yet. Action: JS to send email to Sandy Lynam</p> | <p>JS</p> |
| <p>5.8 Teaching Excellence Framework Resubmitted to council Action: KK & JM arranging meeting with Peterborough MP Action: KK & LD to meet JS to discuss TEF Action: LD to write an article to website Action: KK to raise TEF with Iain Martin at next meeting, from region, the education sector & ARU</p> | <p>KK/JM KK/LD LD KK</p> |
| <p>5.9 Trans Not Trans* Action: JS to send trustees email to officers</p> | <p>JS</p> |

| | | |
|---|--|---|
| | <p>5.10 Up Your Grants Gone to trustees and finance and risk Needing to find the 15% Action: LD to speak with Abi Dickenson (Student Activities Manager to discuss the sustainability & fundraising event</p> <p>5.11 Wheels in Motion Action: KK to chase David Walmsley, to see if KK can attend meeting Action: KK to meet Tom & the environment team; JM to arrange</p> <p>5.12 Equal Access Action: LD to meet with Caroline Shanahan</p> <p>5.13 Student Volunteering Week JS & JK to take part in 'Eat Like A Refugee' Exec express their concern at JS & JK taking part in the event, due to their daily intake being around 1200 calories.</p> <p>5.14 Living Wage KK to include in Part Time Job Fair</p> | <p>LD</p> <p>KK KK/JM</p> <p>LD</p> |
| 6 | <p>Council</p> <p>Equal Access Policy – to discuss at Exec Away Day Equality for Vegan Students – No requirement of vegan café in the resubmission of this policy KWAF – LD & JS re-submitted Up Your Grants – no update Living Wage - Anglia Ruskin Students Union adheres by this University also follows the living wage Wheels in Motion – student discount for park and ride in other cities was discussed Action: KK to gather feedback from Chelmsford and Peterborough NHS Cuts – Previously discussed Action: ET to update after council meeting</p> | <p>KK</p> <p>ET</p> |
| 7 | <p>Ideas</p> <p>SU permanent bar in Cambridge – Ongoing Books Plus card used for printing – Ongoing</p> | |

| | | |
|---|---|----|
| | <p>Summer graduation – JK to attend meeting</p> <p>Stop charging for hot water – 2 weeks before kettle arrives</p> <p>Therapy Dogs - Completed</p> <p>Accessible microwave – 2 weeks before microwave arrives</p> <p>Free graduation guest fee – Ongoing, JK to raise at meeting</p> <p>Halal food and prayer room – JK to speak to Nigel (Cambridge Chaplin) & message students</p> <p>Free parking – Article is now on the website</p> <p>Jacket potatoes – Will be organised after the recipe trial</p> <p>Cheerleading – Dan Fow to give update after meeting</p> <p>Food in Library – Change of staff in April; JS to meet new librarian</p> <p>Lab coats – Completed</p> <p>Money money money – Ongoing – LD to continue to contact with Course Reps</p> <p>Grad Ball – JS to meet with David Sexton regarding funding – ARUL graduates in Chelmsford. This will follow to Cambridge</p> <p>Students Guide of Renting Private Accommodation – Online guide, prototype design will be brought to exec before printing</p> <p>Reduce healthy food prices – JK to contact students, but will have feedback through recipe trial. Also pushing towards plastic free containers</p> <p>New Accessible Toilet Signs – New signs in Cambridge SU space, LD to follow this up in Chelmsford SU Space, along with throughout ARU</p> | |
| 8 | <p>Budgets</p> <p>BR – BME Forum on the 05/02/2018</p> <ul style="list-style-type: none"> • £20 for refreshments • £30 for 50 A5 Feedback Forms <p>Action: JS to send an email to all members of FVC/LEDIC to approve budget, due to a lack of attendance.</p> | JS |
| 9 | <p>Any Other Business</p> <p>EDI Representation – Wanting any FVC/LEDIC/Course Reps to take part with this group - LG expressed interest</p> <p>Campaign Rep Website – RW to send email to update website</p> <p>LD 45 Credit Module – Exec expresses support for LD to discuss this at meeting on 01/02/2018</p> <p>If student fails a 45 credit module, then student will have to retake the year – students are only allowed to retake 30 credits overall</p> <p>Does attendance show engagement?</p> <p>University believe that less students will fail</p> <p>Girls Only Hour – SW as had an influx of students asking about this</p> | |

| | | |
|--|--|--------------|
| | Action: JS to speak to Active Anglia regarding this WTF (What The Faculty) – Future of booklet when SU are going paperless Action: SW to discuss with Julian Priddle (Principal Lecturer in Academic Development: FST - Anglia Learning and Teaching) | JS SW |
| | Date and Time of Next Meeting: 28/02/2018 | |

Jamie Smith – President of the ARU Students' Union approve these minutes