



## Minutes of the tenth Executive Committee

30 November 2016, 1:00 pm – 4:00 pm in Hel125, Cambridge and Tin board room, Chelmsford

Item No		Action
87	<p><b>Attendance</b></p> <p><b>87.1 Present</b></p> <p>Grace Anderson (GA) Education Officer</p> <p>Mohammad Anisuzzaman (MA) FMS PGR Rep</p> <p>Cariad Burgess (CB) LAIBS Faculty Rep (Chelmsford)</p> <p>Hannah Chan (HC) LGBT+ Students' Rep (Chelmsford)</p> <p>Nanci Cruz (NC) International Rep (Cambridge)</p> <p>Alice Goodheart (AG) Disabled Students' Rep (Chelmsford)</p> <p>Precious Nwanze Activities Officer (Essex)</p> <p>Nanci Cruz (NC) International Rep (Cambridge)</p> <p>James Morgans (JM) LGBT+ Students' Rep (Cambridge)</p> <p>Precious Nwanze (PN) Activities Officer (Essex)</p> <p>James Morgans (JM) LGBT+ Students' Rep (Cambridge)</p> <p>Jessica Polaski (JP) International Rep (Chelmsford)</p> <p>Leigh Rooney (LR) President (Chair)</p> <p>Jamie Smith (JS) Activities Officer (Cambridgeshire)</p> <p>Marzia Hoque Tania (MT) FST PGR Rep</p> <p>Stewart Watson (SW) Sports Club Rep (Cambridge)</p> <p>Kathryn Younger (KY) Welfare Officer</p> <p><b><i>In attendance</i></b></p> <p>Megan Bennett (MB) Democracy and Campaigns Coordinator</p> <p>Georgia Elderkin (GE) Office Coordinator (Cambridge)</p> <p>Daniel Login (DL) Democracy and Representation Manager</p> <p><b>87.2 Apologies</b></p> <p>Adetokunbo Adegoroye ALSS PGR Rep</p> <p>Kerdisha Ali-Arab Women's Rep (Cambridge)</p> <p>Laura Anderson Societies Rep (Chelmsford)</p> <p>Mahjabin Anwar ALSS Faculty Rep (Chelmsford)</p> <p>Thomas Baillie Disabled Students' Rep (Cambridge)</p> <p>Ramchadra Bhusal LAIBS PGR Rep</p>	

	<p>Natalie Coe Shannon Doherty Kathryn Dunnill Damien Francis Nadia Graversen Jane Green Jamie Harmes Jessica Hunter Qasim Ibrar Carlos Martin Thea Maragkakis Giovanna Mead Mavis Mpofo Dhruvi Patel Aaron Singh Ruth Starnes Maya Yordanova</p> <p><b>87.3 Absent</b> Mohammad Ali Nicola Gillin Mohammed Gohrabian Sharon Jones Desiree-Alison Jumbe</p> <p>Chukwuemeka Okoro Jamie Vincent Shaun Yates</p> <p><b>87.4 Declaration of Interest</b> None</p>	
88	<p><b>Acceptance of Previous Minutes</b> <b>88.1 Accuracy</b> The previous minutes were accepted as a true record. <b>88.2 Matters arising</b> Please see action grid for updates.</p>	
89	<p><b>Permanent items</b> <b>89.1 Executive officer reports</b> <b>GA</b></p> <ul style="list-style-type: none"> <li>• Team: Let's be Honest Campaign</li> <li>• ARU Ran Guarantor Scheme</li> <li>• Open Access</li> <li>• #TEFOff</li> </ul> <p><b>KY</b></p>	

- Team: Let's be Honest Campaign
- Gender Neutral Toilets Policy
- Safer Taxi's Scheme
- Buddy Scheme
- Disability Audit

**JS**

- Team: Let's be Honest Campaign
- Keep Wednesday Afternoons Free
- Gym Women's Friendly Hour
- Up Your Grants
- Save our Space

**PW**

- Team: Let's be Honest Campaign
- Extra-Curricular Activities
- Global Unity
- Employability Skills

**LR**

- Team: Let's be Honest Campaign
- Representation in Sport
- Visibility Campaign
- Space

**89.2 Budget**

The chair (LR) will approve expenditure under £40. This will ensure consistency and ability to keep track of budget. Anything over £40 will be approved by the committee via email (eg; 3 working days to object, sent by chair) or at upcoming committee meetings.

LR gave a brief update of the current budget breakdown, please see papers attached to the minutes for further details.

James Morgans (JM) requested approval for £160 of the budget to put on an events for LGBT History Month. The event will be on Friday 24<sup>th</sup> February 2017 in The Academy, the bar will be in use.

**JM**

JS asked for JM to clarify the costs of hiring The Academy and any additional expenditure for promotional materials. JM to create a breakdown of costs for the event to submit to the committee

**89.3 Campaign Rep Reports**

**James Morgans (JM)** – is working on LGBT History Month, there will be a number of events happening in February 2017. Including: an event in The Academy, an open mike night, LGBT Film night in partnership with the Film Viewing Society and History Society and a panel. JM will be working on the gender neutral toilets audit. JM has also hosted two successful forums.

JM raised concerns regarding the Christmas Fair on the Chelmsford campus on the 3<sup>rd</sup> December, as there will be reindeer on site. JM is concerned this is an animal welfare issue. LR advised that Helen Valentine (Deputy Dean) is aware of the petition but it unlikely to act unless more students get involved.

**Stewart Watson (SW)** – SW hosted the first Sports Forum, there was a good attendance and some of the issues that were raised have since been solved. SW has been raising money for the Movember campaign in partnership with some members of the Rugby team, so far they have raised £500. SW is working on a campaign to create a women's only hour at the gym with the support of JS, a meeting will be arranged with Active Anglia shortly.

**Nanci Cruz (NC)** – an international society has been established in Cambridge. NC has started to work on activities and events for Global week. If the committee have any ideas to contribute please get in touch with NC.

**Hannah Chan (HC)** – Trans awareness booklets have been produced and distributed on all sites. HC is also working on a non-binary booklet to distribute on each campus. First LGBT+ forum has been hosted. HC has been working to get trans awareness posters in the toilets on each campus, these will be displayed on a rotation. A Christmas party has been organised for Friday 9<sup>th</sup> December '16.

**Alice Goodheart (AG)** – AG has been working on a disabled students guide to Cambridge, this includes research of the local amenities and relevant services. There will be a survey to gather more feedback of topics to include. AG is also working on a Disability audit with the support of KY.

**Natalie Coe (NG)** – a Mature Students' society has been set up, NG requested that the committee encourage students to join as they are seeking more members.

#### **89.4 Faculty Rep Reports**

**Cariad Burgess (CB)** – CB has been plugging the Entrepreneur society and the finance society in Chelmsford. The LAIBS faculty is not as active with the Union and CB has been encouraging staff and students to get more involved.

#### **89.5 PGR Rep Reports**

**Marzia Tania (MT)** – MT has been gathering feedback and presenting at different committees. This includes lobbying for 24 hour access to lab or workspace areas. Other objectives include: approval of examiners and viva date; printing facility and limited electronic storage and limits on email attachments; insufficient seminars and research colloquium; access to electronic publications and adobe software and finally arranging common or social activities for PGR students.

#### **89.6 Policies Update**

**Against NHS Cuts policy** – KY to organise a campaign group to gather ideas on how to start this campaign.

**Up your Grants policy** – the policy will be taken to the next Trustee meeting on 15<sup>th</sup> December 2016 for approval.

**Gender Neutral Toilets policy** – it was confirmed that gender neutral toilets are being built into the new Chelmsford campus Medical School. As part of the Equality, Diversity and Inclusion group KY will be carrying out a gender neutral toilet audit.

**Increased Equality for Vegan Students policy** – KY has delegated points to relevant officers as they sit on relevant meetings. The committee raised concerns about the

KY

LR

	<p>inclusion of PETA in the policy as they have a reputation of animal cruelty. Following this there was a discussion about other dietary requirements such as kosher and halal. LR advised that a report should be compiled of students' feedback of catering improvements to be taken to the catering team. LR to take forward.</p> <p><b>KWAF policy</b> – JS will be attending a NUS campaign planning day on 5th December to build a campaign. JS will update the committee at the next meeting.</p> <p><b>More policy</b> – GA has emailed the Director of the Academic office (Paul Baxter) to enquire about current policy and to set up a meeting. All points of progress are awaiting on a meeting with Paul.</p> <p><b>Save our Space</b> – see AOB.</p>	
90	<p><b>Items for Discussion</b></p> <p><b>90.1 Let's Be Honest Campaign</b></p> <p>Project planning meetings will be taking place on both campuses:          Cambridge – Wednesday 7<sup>th</sup> December 2016          Chelmsford – Friday 9<sup>th</sup> December 2016</p> <p>A report is currently being compiled with the results of the survey. There are plans to hold a mental health conference in February 2017 with guest speakers. GA has been working on creating a tool kit for personal tutors, the draft of the report is currently being reviewed by the counselling and well-being team.</p> <p><b>90.2 National Demo: United for Education</b></p> <p>A coach of students (13 ARU students and CUSU students) attended the National Demo on the 19<sup>th</sup> November. The atmosphere of the event was great. The reps who have attended have been actioned to create a blurb about their experiences to be published on the website. LR is writing an article for the website.</p>	
91	<p><b>Any Other Business</b></p> <p><b>91.1 Space Update</b></p> <p>LR updated the committee on the SU Space. The Cambridge office will be moving to the ground floor of Peter Taylor, this includes an extension that will allow for more student space. Planning permission is currently being requested for this. The SU office in Helmore will be converted into more space for Costa to utilise. In Chelmsford the ground floor of the Tindal building will be converted into a student space.</p> <p>The plans for the Cambridge move will go out to student consultation shortly, the plans are currently being approved by the senior management team of the Union. This is a great opportunity for students to get involved to improve the student spaces on campus.</p> <p><b>91.2 Ideas Week</b></p> <p>The current top 3 ideas are:</p> <ol style="list-style-type: none"> <li>1. SU Permanent Bar</li> <li>2. Books+ Funds for Printing</li> <li>3. Graduation Ceremonies in Summer and October</li> </ol> <p>LR encourage the committee to vote, comment or submit ideas on the website.  <a href="https://www.angliastudent.com/represent/ideas/">https://www.angliastudent.com/represent/ideas/</a></p>	

	<b>Date and Time of next meeting:</b> 10am-1pm, Wednesday 11 January 2016	
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### Actions of the ninth Executive Committee

		<b>Action</b>	<b>Update</b>
<b>84</b>	<b>84.2 Budget</b> JM noted more budget will be needed for travel costs. LR to confirm if campaigns reps can fundraise for their campaigns.	<b>LR</b>	No, until we have agreed a set of boundaries. We have to be careful around what we can do whilst operating as a charity. To be considered on an adhoc basis as an interim. Conversation around budget and whether 5grand is significant enough. LR to meet with DF to draft a written set of guidelines (RAG).
	DF suggested splitting the campaigns budget into categories, for example: travel & refreshments. LR noted this was similar process to clubs and society accounts. LR to explore further.	<b>LR</b>	Travel to conferences etc comes out of a separate budget. Further conversation around how much each rep/officer should be able to spend on refreshments needed.
	<b>84.3 Campaign Rep Reports</b> JM raised concerns on the terminology of Deleted Scene's events (Day of the Dead and Techno Slags). LR to raise with Tom Manville (Venue & ENTS Manager).	<b>LR</b>	LR raised with Tom DOTD event went ahead as planned but ARUSU will no longer work with 'Techno Slags'.
	TB is working to establish wheelchair basketball sessions. GA to send TB audit information from Goldsmiths.	<b>GA</b>	GA has email Goldsmiths, awaiting a reply. A wheelchair basketball club has been set up in Cambridge.
	<b>84.5 PGR Rep Reports</b> Mohammed Gohrabian – is working with Marzia to gain 24 hour access to facilities in Marconi & PMI for research students in Chelmsford. This has been raised in RDSC's. LR to take forward.	<b>LR</b>	LR has raised with Roderick Watkins (DVC Research) and was informed that 24 hour access to the buildings should be available soon. LR emphasised that this has been 'in the pipeline' for a while and needs to be addressed ASAP. RW agreed and will update LR in due course.

	<b>84.6 Policy Update</b> Up your Grants Policy – lapses 23 <sup>rd</sup> November. To be renewed at Student Council in November.	<b>JS/LR</b>	Up your Grants was re-submitted and passed at Student Council. This will be raised at the next Board of Trustees on 15 <sup>th</sup> December.
	Gender Neutral Policy – KY to investigate if gender neutral toilets will be included in the new FST building.	<b>KY</b>	Not included in the plans for that building currently, although an audit of all other buildings will be carried out which presents the opportunity to add them to the new building.
	More Policy – No update. GA to research further.	<b>GA</b>	Paul Baxter (Director Academic Office) has been contacted to enable this policy to move forwards.
<b>86</b>	<b>86.1 Accountability</b> LR to talk to the communications team about campaign rep Facebook pages.	<b>LR</b>	PGR students Facebook group has been set up. Marzia is aware.
	LR to put accountability agreement on the website.	<b>LR</b>	See here: <a href="https://www.angliastudent.com/represent/execcommittee/">https://www.angliastudent.com/represent/execcommittee/</a>
	Executive committee to provide priority campaign for LR to include in dream team manifesto	<b>All</b>	Ongoing