



Executive Committee Meeting Minutes  
29/08/18 14:00 – 16:00 (16:50)

Item No		Action
1	<p><b>1.1 Attendance</b></p> <p>Amanda Campbell-White Vice President (Arts, Law and Social Sciences)            Alex Mead ALSS Faculty Rep (Cambridge)            Blessing Raimi BME Students' Rep (Cambridge)            Fraser Luther-Yarwood Vice President (Health, Social Care, Education and Medical Science)            Iqrah Afzal LAIBS Faculty Rep (Chelmsford)            Jamie Smith FST Faculty Rep (Cambridge)            Mary Copsey Vice President (Business)            Matt Hayes Vice President (Science and Technology)            Oluwadamilare Ojewande Vice President (ARU London)            Kyia Thompson Women's Rep (Cambridge)            Laura Douds President            Tatiana Sapiano FHSCE Faculty Rep (Chelmsford)            Tiegan Lawson FHSCE Faculty Rep (Cambridge)</p> <p>Abigail Dickinson Activities Manager            Emma Howes Engagement Manager            Bethan Dudas Director of Advocacy and Engagement            Megan Bennett ARU London Manager &amp; Democracy Coordinator            Rose Guy Campaigns &amp; Education Enhancement Coordinator</p> <p><b>1.2 Apologies</b></p> <p>Michael Turner Trans Students Rep (Cambridge)            Ben Morris FMS Faculty Rep (Chelmsford)            Sandra Mikosinska International Rep (Chelmsford)</p>	

	<p><b>1.3 Absences</b></p> <p>Juliet Onuoha                      Disabled Students' Rep (Cambridge)  Kelly Baker                         ALSS Faculty Rep (Chelmsford)  Luca Girardi                         LGBT+ Students' Rep (Cambridge)  Miranda Gayle                      BME Students' Rep (Chelmsford)  Tavonga Magwenzi                FST Faculty Rep (Chelmsford)</p>																	
2	<p><b>2.1 Acceptance of Previous Minutes</b>  The minutes of the previous were accepted as accurate.</p> <p><b>2.2 Matters Arising</b>  <b>Actions: 20<sup>th</sup> June 2018</b></p> <table border="1" data-bbox="159 840 1372 1377"> <thead> <tr> <th>ITEM</th> <th>ACTION</th> <th>OWNER</th> <th>UPDATE</th> </tr> </thead> <tbody> <tr> <td>3.1.2</td> <td>SU page in student handbook (seen through Course Re Approval) should be updated with accurate SU content. LD to raise at QESC.</td> <td>LD</td> <td>Ongoing. Will be taken to relevant committee identified in the new structure.</td> </tr> <tr> <td>5.2</td> <td>Against NHS cuts: LD to circulate NUS resource for supporting this campaign.</td> <td>LD</td> <td>To be completed: LD to circulate</td> </tr> <tr> <td>5.12</td> <td>Equal Access: re: Refugee Week, LD to publish articles and links to survey.</td> <td>LD</td> <td>Completed</td> </tr> </tbody> </table> <p><b>2.3 Terms of Reference</b>  MB clarified the meaning of terms of reference</p>	ITEM	ACTION	OWNER	UPDATE	3.1.2	SU page in student handbook (seen through Course Re Approval) should be updated with accurate SU content. LD to raise at QESC.	LD	Ongoing. Will be taken to relevant committee identified in the new structure.	5.2	Against NHS cuts: LD to circulate NUS resource for supporting this campaign.	LD	To be completed: LD to circulate	5.12	Equal Access: re: Refugee Week, LD to publish articles and links to survey.	LD	Completed	
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3	<p><b>3.1 Deputy President</b></p> <p>LD introduced the election for Deputy President. 2 candidates nominated themselves: Matt Hayes and Mary Copsey. Each candidate presented a brief verbal manifesto. A paper ballot was held. LD reminded exec that RON is an acceptable vote. Results: RON 1, MC 6, MH 5. MC is declared deputy president</p>																	

### 3.2 Financial Support Review

BD and LD presented a confidential summary of the proposed changes to financial support. (presentation attached). Summary of national access agreements and current ARU offer (Books plus). This is no longer considered an appropriate method of tackling inequality.

New proposals (These only apply to new students): Means tested cash bursaries. 1 core text book for all 1<sup>st</sup> year modules (including international students). More money for employability activities. Officers have been involved in the discussions and support the move away from Books plus. They want to consult more widely with students including discussion at the November all members meeting.

JS asked clarity regarding data sources and thresholds provided, which were confirmed as valid.

JS asked why the university discounted the popularity of books plus amongst students. LD and BD clarified that Andrea Cheshire had scrutinised this information with 'fresh eyes' and found it to be inadequate. The major factors in the decision was the lack of impact of Books plus on inequality and the Office For Students decision that Book plus was not appropriate.

JS asked for confirmation that 'Widening Participation' and 'OFFA accountable' are the same students. BD confirmed.

KT queried the support available for those with parents who may earn above the threshold but do not receive support. LD confirmed that this had been raised and that the hardship fund would be available. KT raised concerns with this process.

TS queried the similarity in bursary between families earning £20,000 and £40,000 and the reasoning behind cash bursaries rather than Books Plus. LD noted that the wider flexibility of cash was seen as a positive move.

KT questioned the possibility of a bursary counting 'against' applications to the hardship fund (which Books plus didn't impact), as the hardship fund application is already extremely complex. LD will address this with Andrea Cheshire.

JS queried the relationship between the funding for access agreements and personal tutoring. BD clarified that the funding for the personal tutoring project was an example of a retention project, but not an inter-dependent project.

JS queried the use of the access fund which was previously delivered on top of Books Plus and requested this is queried.

JS questioned whether this decision was made without involvement of the SU / Officers. LD reassured Executive Committee that Officers were consulted on several options which were proposed and these can be provided if requested.

JS raised a concern that the carers support fund which was incorporated into the hardship fund is not ring fenced and is now being reduced. LD will address this with Andrea Cheshire.

JS asked about the time frame for the consultation with students. BD confirmed that the main focus of the consultation will be at the November student members meeting, with info shared from teaching week 1.

OO questioned whether repayments of hardship loans would prevent a student graduating. JS confirmed that this was the case.

LD

LD

BD stated that staff are investigating the financial impacts on the SU eg: ticket sales income. LS raised concerns that students who are already less likely to achieve are now being measured on engagement in order to receive support. LD confirmed that these measures have been considered by the Officers as attendance / dashboard measures would be problematic. 'Hand in' seemed to be the best balance between simplicity and accessibility, although the timings of hand ins would be inconsistent and students would be consulted. JS questioned the need for any engagement measure and asked if it would be simpler to just give the cash bursaries. JS also raised lecturer absence as an issue.

### 3.3 Bye-Laws

LD provided a brief summary of the proposed updates to the Bye-Laws and asked for these to be taken as read.

JS raised a concern that the DEAG was included and then removed as an administrative issue.

JS stated that the Deputy President Role was still not clear enough, although this may not need to be included in the bye law, but clarity is needed externally.

JS praised the inclusion of feedback forums.

AD gave more explanation around the society's bye-law which has received a more substantial update. JS queried student / staff roles within the decision making and AD clarified that student roles are not overtly operational.

LD asked for clarity around the 2 options provided for the elections bye-law. MD and EH explained that the options were to include an election committee with student membership or to remove the committee but include students or officers in the planning meetings. JS asked for clarity that the removal of Elections Committee would remove the need for quoracy in any 'planning' meeting. This is correct.

JS asked for clarity of the role of Faculty Reps whose roles are changing. LD explained that they will continue to represent the students who elected them for the coming year.

LD asked for Exec to vote on the 5 proposed bye-law changes:

Bye –Law 2: For: IQ, FLY, TS, AM, BR, MC, TL, LD, KH, KT, JS, ACW

Against: none, Abstentions: none

Bye-Law 3: For: IQ, FLY, TS, AM, BR, MC, TL, LD, KH, KT, JS, ACW

Against: none, Abstentions: none

Bye-Law 4: (including the removal of elections committee) For: IQ, FLY, TS, AM, BR, MC, TL, LD, KH, KT, JS, ACW,

Against: none, Abstentions: none

Bye – Law 6: For: IQ, FLY, TS, AM, BR, MC, TL, LD, KH, KT, JS, ACW

Against: none, Abstentions: none

	<p><b>3.4 Trustee Appointment</b></p> <p>LD summarised recent changes to the trustee board and asked Exec to support the proposed candidate Jason Snowdon (an existing member of the Finance and Risk Committee)</p> <p>JS requested reassurance that Finance and Risk Committee would not be left without appropriate staffing. LD stated that recruitment was taking place.</p> <p>For: IQ, FLY, TS, AM, BR, MC, TL, LD, KH, KT, JS, ACW</p> <p>Against: none, Abstentions: none</p>	
4	<p><b>4.1 Executive Officer Reports</b></p> <p><b>4.1.1 – President LD:</b></p> <p>This year’s team campaign is focussed on housing / rent to address concerns around cost of housing and it’s fitness for purpose. Budget requests are not yet ready, but the project plan is complete and deliverables / activities are allocated to officers.</p> <p>LD is leading on various ‘history months’ to build communities. LD is creating working groups to work with these communities and develop plans for events. Budget requests are attached.</p> <p>A Christmas companionship project plan is attached. Funding will be sought elsewhere.</p> <p>Officers attending residential training and ‘Lead and Change’; Networking was useful and a monthly network meeting with Cambridge SU has been arranged.</p> <p>BR asked if this will be used to support history months. LD confirmed this.</p>	
	<p><b>4.1.2 – Vice President Business MC:</b></p> <p>Business blogs are being created; website design is underway to support students in the Business and Law courses to help build community and share experiences via blogs from eg: Post Graduate / Society / Part Time students.</p> <p>International Support packages are being developed to promote visibility on areas of support available to international students.</p> <p>MC has been inputting into Rep training plans and Course Based Society activities.</p> <p>MC has been monitoring the 2 pilot schemes of the Personal Tutoring plans.</p> <p>Carer’s awareness campaign; resources and links have been provided to support knowledge of these students and recognise the various types of carer role which students undertake. MC and ACW explained that they are setting up a donation scheme to support charities linked to carers and those with caring needs. The intention is to work with the RAG / Pokémon / other societies on this. MH queried how Pokémon Society would contribute to carer’s awareness. MC clarified that society activities would support relevant charities and events.</p> <p>MC is working with FLY on the part time jobs fairs. Thanks were given to the committee for supporting online surveys / polls. Fairs will be held 23<sup>rd</sup> October in Chelmsford and the following week in Cambridge.</p>	

<p><b>4.1.3 – Vice President (Health, Social Care and Education) FLY:</b></p> <p>Part time jobs fair will be taking place in response to feedback from students that they want more employment opportunities and seasonal work.</p> <p>FLY is working on the promotion of societies to increase their engagement and visibility. Also to provide better opportunities for feedback and support.</p> <p>Peer mentoring: FHSCE has previously trialled peer mentoring schemes and FLY hopes to improve on this practice, to support the diversity of students in the faculty. Students will be paired with those in higher year groups to offer social and basic academic support.</p> <p>KT queried the ‘approved by Exec’ tick box on the project forms. RG clarified that this was an oversight and will be corrected.</p>	
<p><b>4.1.4 – Vice President (Science and Technology) MH:</b></p> <p>A Society’s Skills project proposal is attached. Faculty Networking Events will be happening shortly after fresher’s.</p> <p>The access to specialist spaces project is currently focussed on Compass House and will move onto Marconi. MH will be addressing this through FPT meetings with senior faculty staff.</p>	
<p><b>4.1.5 – Vice President (Arts, Law and Social Sciences) ACW:</b></p> <p>The Best Night In campaign is intended to support students who don’t enjoy traditional student nightlife and build this community. Events will be held in SU spaces (eg: toast Tuesdays).</p> <p>Best Night Out will focus on safer nights out including safe sex, consent, bye-stander training and drink awareness.</p> <p>A Body Positivity campaign will include creating a confidence guide and a fashion show with Cambridge School of Art students.</p> <p>A Stress Management campaign will include de-stress fest, breakfast clubs and workshops.</p>	
<p><b>4.1.6 – Vice President (ARU London) OO:</b></p> <p>OO will be conducting a survey in September to ask students about the need for laptops being provided by ARU London, in place of current bursaries.</p> <p>KT asked for clarity regarding ARUL funding – LD clarified that ARUL is a separate institution financially and that further clarity can be provided outside of the Executive Committee.</p> <p>OO stated that there will be a cultural week in March.</p> <p>Lecture Recording will be developed at ARU London. TS stated that this would be beneficial to all students and should be promoted. MC added that Lecture Capture is currently under discussion.</p>	

5.	<p><b>Budgets</b></p> <p>Note: AM, JS, IA left the meeting: Voting will now take place online for budgets as the committee is not quorate.</p> <p>LD: The budget available is £5000 for the campaigns for the year. Current proposals have reached £5400 and do not yet include the rent campaign. Officers have worked to reduce their budgets to approximately £4000 and are now asking for approval. Officers introduced each budget request including any proposed reductions:</p> <p>Campaign Reps budget maintained at £600  History Months budget reduced to 1050  Carers Awareness reduced to £270  Part Time Jobs Fair maintained at £170  Peer Mentoring maintained at £350  Society Skills reduced to £280  Compass House Protest maintained at £30  Best Night In reduced to £250  Best Night Out maintained at £230  Body Positivity reduced to £200  De-Stress Fest reduced to £650</p> <p>LD asked that the Executive Committee were happy to vote based on the newly proposed budgets and figures if these are provided in writing by Friday 31<sup>st</sup> Aug at midday. Officers agreed to do this and the Executive Committee agreed. Voting will take place online from Friday. RG confirmed that any unspent money from campaigns will be able to be reallocated once the project is completed so future bids would be very likely to be possible.</p>	
6.	<p><b>6.1 Campaign Rep Updates</b></p> <p><b>6.1.1 Women's Rep (Cambridge) KT:</b></p> <p>Meetings are now arranged with the sexual respect working group. She hopes to get feedback on the proposed name of the universities campaign around these issues, which was discussed by Reps at the away day.</p> <p>KT is working to develop the 'Bringing in the Bystander' training.</p> <p>KT is developing forums and discussion groups.</p> <p><b>6.1.2 BME Students' Rep (Cambridge) BR:</b></p> <p>BR has been gathering feedback on the BME experience. She plans to hold BME meetups and provide social opportunities to meet other BME students. This will include increasing visible activity eg: during BME history month, cultural events / Give It a Go events.</p>	

	<p><b>6.2 Faculty Rep Updates</b></p> <p><b>6.2.1 FHSCE Faculty Rep (Cambridge) TL:</b>          TL will be working on isolation and exclusion of placement students to build support networks with students in similar situations.          TL raised placement concerns regarding electives and locations at the FPT meeting and hopes to improve choice and flexibility in placement choices.          TL has been working on a student concern around the cost of tablets used for assessment in placement courses. These have been free on a trial basis until now, but this will be unavailable with the wider roll out to nursing courses. She has been negotiating with faculty staff to appease students concerns. EH praised TL and FLY for effective negotiation on this issue.</p>	
7&8	<p><b>Big Ideas &amp; New Policies</b>          LD proposed that these 2 agenda items be pushed back to the next meeting due to time constraints. Executive Committee agreed to this suggestion.</p>	
9	<p><b>Any Other Business</b>          RG reminded Executive Committee members to continue to promote identity meet ups and Fresher's fair. A briefing will be available at each fresher's fair for reps in attendance.          KT asked about attendance and timings at Fresher's: RG requested arrival before 10am.          KT asked if she could collect sign up info for Bye-stander training. BD clarified that this will need to be provided online and not on paper due to GDPR restrictions. KT will meet with RG to set this up.           MC reminded Executive Committee to share vacancies at the SU.</p>	KT
10	<p><b>Date and Time of Next Meeting:</b>          26th September 2018, 2pm – 4pm</p>	





Executive Committee Meeting Minutes  
26/09/18 14:00 – 16:00

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1	<p><b>1.1 Attendance</b></p> <p>Amanda Campbell-White Vice President (Arts, Humanities and Social Sciences)</p> <p>Alex Mead AHSS Faculty Rep (Cambridge)</p> <p>Blessing Raimi BME Students' Rep (Cambridge)</p> <p>Fraser Luther-Yarwood Vice President (Health, Education, Medicine and Social Care)</p> <p>Matt Hayes (Chair) Vice President (Science and Engineering)</p> <p>Michael Turner Trans Students Rep (Cambridge)</p> <p>Kyia Thompson Women's Rep (Cambridge)</p> <p>Laura Douds President</p> <p>Roy Magwenzi S&amp;E Faculty Rep (Chelmsford)</p> <p>Tiegan Lawson HEMS Faculty Rep (Cambridge)</p> <p>Bethan Dudas Director of Advocacy and Engagement</p> <p>Emma Howes Engagement Manager</p> <p>Megan Bennett ARU London Manager &amp; Democracy Coordinator</p> <p>Rose Guy Campaigns &amp; Education Enhancement Coordinator</p> <p><b>1.2 Apologies</b></p> <p>Ben Morris HEMS Faculty Rep (Chelmsford)</p> <p>Jamie Smith S&amp;E Faculty Rep (Cambridge)</p> <p>Mary Copsey Vice President (Business and Law)</p> <p>Tatiana Sapiano HEMS Faculty Rep (Chelmsford)</p> <p><b>1.3 Absences</b></p> <p>Iqrah Afzal B&amp;L Faculty Rep (Chelmsford)</p> <p>Juliet Onuoha Disabled Students' Rep (Cambridge)</p> <p>Miranda Gayle BME Students' Rep (Chelmsford)</p>	

2	<p><b>2.1 Acceptance of Previous Minutes</b></p> <p>The minutes of the previous were accepted as accurate, with minor typos corrected. Page 4: 'MD' needs to read 'MB' Page 7: 'compass house protest' needs to read 'Access Denied'.</p>																									
	<p><b>2.2 Matters Arising</b> <b>29<sup>th</sup> August 2018</b></p> <table border="1" data-bbox="159 510 1369 1406"> <thead> <tr> <th data-bbox="159 510 279 548">ITEM</th> <th data-bbox="279 510 957 548">ACTION</th> <th data-bbox="957 510 1093 548">OWNER</th> <th data-bbox="1093 510 1369 548">UPDATE</th> </tr> </thead> <tbody> <tr> <td data-bbox="159 548 279 719">3.1.2</td> <td data-bbox="279 548 957 719">SU page in student handbook (seen through Course Re Approval). Ongoing, will be taken to relevant committee identified in the new structure.</td> <td data-bbox="957 548 1093 719">LD</td> <td data-bbox="1093 548 1369 719">ongoing</td> </tr> <tr> <td data-bbox="159 719 279 813">5.2</td> <td data-bbox="279 719 957 813">Against NHS cuts: LD to circulate NUS resource for supporting this campaign.</td> <td data-bbox="957 719 1093 813">LD</td> <td data-bbox="1093 719 1369 813">complete</td> </tr> <tr> <td data-bbox="159 813 279 1041">3.2</td> <td data-bbox="279 813 957 1041">Financial review: LD to address possibility of bursary counting 'against' applications to the hardship fund with Andrea Cheshire</td> <td data-bbox="957 813 1093 1041">LD</td> <td data-bbox="1093 813 1369 1041">Ongoing: Meeting now arranged with David Walmsley to continue this conversation</td> </tr> <tr> <td data-bbox="159 1041 279 1135"></td> <td data-bbox="279 1041 957 1135">LD to address concerns around the carers support fund</td> <td data-bbox="957 1041 1093 1135">LD</td> <td data-bbox="1093 1041 1369 1135">As above</td> </tr> <tr> <td data-bbox="159 1135 279 1406">9</td> <td data-bbox="279 1135 957 1406">KT to meet with RG re: bye stander training</td> <td data-bbox="957 1135 1093 1406">KT</td> <td data-bbox="1093 1135 1369 1406">Meeting has taken place and further planning meetings will be needed including students services.</td> </tr> </tbody> </table>	ITEM	ACTION	OWNER	UPDATE	3.1.2	SU page in student handbook (seen through Course Re Approval). Ongoing, will be taken to relevant committee identified in the new structure.	LD	ongoing	5.2	Against NHS cuts: LD to circulate NUS resource for supporting this campaign.	LD	complete	3.2	Financial review: LD to address possibility of bursary counting 'against' applications to the hardship fund with Andrea Cheshire	LD	Ongoing: Meeting now arranged with David Walmsley to continue this conversation		LD to address concerns around the carers support fund	LD	As above	9	KT to meet with RG re: bye stander training	KT	Meeting has taken place and further planning meetings will be needed including students services.	
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	<p><b>2.3 Terms of Reference</b></p> <p>MB updated that Sandra Mikosinska and Kelly Baker have stepped down due to change of university. The role of International Rep, Chelmsford is included in the current bye-election.</p>																									
3	<p><b>3.1 Policy and Ideas</b></p> <p>LD noted that issues raised through the policy and ideas submissions need to be distributed for ownership amongst the Executive Committee. Executive Committee were asked to agree how to proceed with each of the live 'ideas' on the website, with options to archive ideas which were inactive or had remained on the website for extended periods of time (up to 2 years).</p>																									

**3.1.1 Ideas**

SU Permanent Bar on Cambridge Campus: MH and ACW will take his project on.

Graduation timings: to be marked as complete

Free Graduation Guest Fee: Executive Committee agreed to 'archive' this idea

Free Hoodies for Committee Members: Executive Committee agreed that this should be managed by each society. Executive Committee agreed to 'archive' this idea.

Booksplus for Printing: Executive Committee agreed to archive this due to upcoming changes to the scheme.

No charge for Hot Water: Executive Committee agreed that this was 'complete' as SU student spaces have this facility. KT raised a concerns around price increases at the ARU regarding water, food etc. FLY noted that concerns around access at Young Street will be addressed once new university catering staff are in place. FLY and TL will take this project on.

Free Parking: MH clarified that Cambridge city bye-laws will make progress on this project impossible. LD noted that students are aware of these rules before taking up courses. LD is in discussion with Andrea Cheshire regarding Chelmsford. Executive committee agreed to 'archive' this idea.

Cheerleading as a sport: LD noted that the idea was not wanted by Cheer members or Active Anglia. Executive committee agreed to 'archive' this idea.

Grad Ball: ACW noted that the 'snowball' was a success last year and the university may be considering developing this for the coming year. LD noted that the SU Awards covered some of the 'summer celebration' aspects of a ball. Executive committee agreed to 'archive' this idea.

Cost of food in the ARU canteens: No members of Executive Committee were able to take on this idea. Executive committee agreed to 'archive' this idea.

Renting guide: This will be marked as 'complete'.

Food in the Library: FLY is working on this idea and is being considered as part of the library developments in Chelmsford. FLY will try to include Cambridge in this conversation. LD will also raise this idea in relevant upcoming meetings.

Graduation handshake should come with a certificate: Executive committee agreed to 'archive' this idea.

Plastics in the canteens: Executive Committee believe that this idea has been completed and will mark the idea as complete.

Halal food and prayer rooms: LD clarified that there has been little feedback from students on this idea. LD will ask new university catering staff to mark food appropriately when they are appointed. Executive Committee believe that this idea has been completed and will mark the idea as complete.

Jacket Potatoes: Executive committee agreed to 'archive' this idea.

Travel Bursaries: Executive committee agreed to 'archive' this idea. LD raised the 'learning support fund' as another source of support for commuting / placement students.

Open all Hours: Some library hours have been extended (although not to 24 hours). This idea will be left open until current conversations with the library are completed.

FLY &  
LD

LD

<p>Accessible toilet signs: Executive Committee believe that this idea has been completed and will mark the idea as complete.</p> <p>Turn it in (more than once): Executive Committee believe that this idea has been completed and will mark the idea as complete.</p> <p>Student nurses should not have 1:1s with patients: TL suggested that this is trust policy but will check and gather feedback.</p> <p>MB clarified that new ideas are not 'live' until they have been discussed with the student who submitted them.</p>	TL
<p><b>3.1.2 Policy</b></p> <p>There was some discussion around how policy should be actioned and prioritised. Executive committee agreed to read and identify policies which they would like to work with or on. MB to share documents with Executive Committee and all members to specify which policies they would like to be involved with prior to the distribution of papers for the next Executive Committee meeting in November.</p>	MB All
<p><b>4.1 Executive Committee updates and budget requests:</b></p> <p><b>4.1.1 Michael Turner, Trans Students' Rep, Cambridge:</b></p> <p>Gender Recognition Act (GRA) consultation:</p> <p>The GRA came in to force in 2004 and the government is currently consulting on updates to this policy. MT and LD have drafted a response with support from NUS documentation. Executive committee were happy with the response (with one minor typo to be corrected). LD will submit the response and encouraged other members of the Executive Committee to submit their own responses on behalf of their constituencies.</p> <p><b>4.1.2 Laura Douds, President:</b></p> <p>Rent Campaign:</p> <p>LD is working with RG to develop a survey to gather viable data to develop the direction and aims for the project. A budget request has been put forward including money for incentives, promotional materials and events. KT asked for clarification around funding and future requests – RG clarified that although £4020 has already been allocated from the £5000 budget, money is expected to return to the pot as projects are completed. LD explained that more money will be requested for the rent campaign once aims are set, but this will be dependent on survey results.</p> <p>Executive Committee voted in favour of the budget request:</p> <p>For: AM, KT, MT, LD, MH. ACW, FLY, RM, TL, BR</p> <p>Against: none</p> <p>Abstentions: None</p> <p>LD also met with Daniel Zeichner (Cambridge MP) re: the rent campaign and he expressed his support – LD is gathering renting experience stories from students and will share these with him.</p>	LD

**Black History Month:**

LD is working Black History month with BR – the focus will be culture diversity and fashion, including a fashion show and panel about cultural appropriation. LD is considering needs in Chelmsford and contacting international office and chaplaincy.

VP London will support in Chelmsford with a BME forum.

**Other work:**

LD noted that the loneliness at Christmas campaign will be planned in the near future

LD attended the Trustee Board away day with new trustees.

LD attendee students and governance training (paid for by ARU) – this was a good networking opportunity and useful skills were learnt.

LD is still in conversation with Andrea Cheshire regarding Access Funds

LD noted that Fresher's was successful but tiring and is hopeful regarding the recruitment of new Executive Committee members.

**4.1.3 Mary Copsey, VP Business and Law: (covered by MH)****Carers Support:**

MC is working with Chris Pursell (SU Volunteering Centre Manager) on logging hours and building a portal for carers.

SU Advice team pages are being updated with info about internal and external support for carers

Students Services have been updated / briefed on the project

Carers awareness day is 30<sup>th</sup> November – Chelmsford and Cambridge events are in the planning stages. A Carers Party with proceeds given to charity is also in the planning stages.

MC hopes to make further links to disabled students support work within in Executive Committee team

ACW noted that donations are being collected in collaboration with sustainability society.

**Business Blogs:**

MC is working with SU communications team. The Business school will help promote with signature lines etc. The website is now live.

**International Support Package:**

MC has meetings planned with the chaplaincy and international office to promote and increase visibility of services available.

Meetings with students service are also planned to develop international support study skills

**4.1.4 Fraser Luther-Yarwood, VP Health, Education, Medicine and Social Care:****Part time Jobs Fair**

This is almost complete, final activities include contacting local companies and booking tables via ARU conferences team. Promotion is underway. Tom Manville (SU Commercial Services

<p>Manager) has suggested a charge of £50 for companies who did not attend our Freshers' Fairs (free for those who have already paid and attended Freshers') LD asked for clarification about where this money will go (commercial income or back into campaigns budget?). FLY to confirm with AM and TM.</p> <p>Peer mentoring FLY has a meeting set up with Andrea Cheshire to formalise plans for peer mentoring activities, ready to present to Faculty Partnership Team meetings.</p> <p>Love Societies This project is ongoing – no update currently.</p> <p>Hot food on Young Street FLY is awaiting new university catering staff to be appointed in order to liaise.</p> <p>Library Collaboration is ongoing to discuss late fees, food and lost items.</p> <p>Interdisciplinary Learning: Faculty changes have impacted this project but conversations are ongoing.</p> <p><b>4.1.5 Matt Hayes, VP Science and Engineering</b> Access denied: A Compass house proposal paper has been drafted and MH is seeking counter signatories to support the proposal from both the SU and ARU. This will be taken to the faculty partnership team for approval. Peter Crabtree has already been sent this proposal. The current Saturday opening trial is to be continued. LD praised the paper and asked if NSS data on access to resources has been included in the research. MH confirmed that this data has already been considered as well as SSLC minutes. The paper does not include this research, but it will be provided to support the paper as a separate document.</p> <p>Society Skills: The date of this event will be updated due to clashes and is now planned for the first week of November. Activities for the sessions are in discussion with other members of Executive Committee and societies.</p> <p>Drugs Policies: MH has been researching drugs policies following 'Lead and Change' and research materials from NUS (attached to minutes on the website). MH has spoken to other SUs and NUS regarding testing kits to check for the safety of drugs, and options for provision of these via the NUS</p>	FLY
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purchasing consortium. The SU stance will be framed around education and safety rather than promotion of drug use.

#### **4.1.6 Amanda Campbell-White, VP Arts Humanities and Social Sciences:**

Best Night Out / Best Night In:

A Best Night Out event will be held on Tuesday 2<sup>nd</sup> October in the Academy Cambridge and planning, purchasing and promotion is now completed. Discussions have begun regarding a Chelmsford version.

Best Night In events are in planning stages with ACW working alongside relevant societies.

Body Positivity:

This project has no current updates

Other Work:

MC and ACW met with the Global Sustainability Institute (GSI) and the sustainability society. A recycled plastic dolphin is currently on display in 'the street' in Helmore, created by an ARU Art student.

ACW is attending Good Lad facilitator training and this will be completed in the next week, to become a certified facilitator. Societies are encouraged to sign up and attend sessions, (all genders welcome).

ACW has been gathering feedback from students on the ARU 'Masterplan' and has taken feedback to her Faculty partnership team meeting.

#### **4.1.7 Kyia Thompson, Women's Rep Cambridge:**

Minority Forum

This will be on 7<sup>th</sup> November in Chelmsford and will include refreshments and a safe space for minority groups to chat.

ARU Girls

This society will soon be able to access 'feminist self-defence classes'. David Walmsley (acting Head of Student Services) will support sign ups via Event Brite. The event will focus on specific situations and how to handle them.

Sexual Respect Working Group

There is no current university policy specific to sexual assault and the working group believe that this is covered by other existing policies. KT does not agree with this approach and wants to work with Colleen Moore to lobby for the development of a specific policy. They are considering their approach regarding a protest, or other lobbying activities.

KT and ACW felt strongly that other policies, such as the ARU bullying policy do not currently meet the needs of students. LD queried what type of policy they would be seeking and if this

	<p>would be a distinct student behaviour policy. LD explained that this would be covered by the student agreement signed by all students on entry to ARU. KT clarified that they were seeking a procedure for staff to follow in the case of a sexual respect situation. LD suggested KT meet with Donna-Louise Cobban (SU Advice Service Manager) and to clarify what existing procedures exist and consider their appropriateness.</p> <p>KT noted that the ‘zero tolerance’ approach is being promoted by the university but that the sexual respect working group were not protected by constitution; LD clarified that EDI was institutionally protected (eg: ARU have an EDI officer).</p> <p><b>4.1.8 Tiegan Lawson, HEMS Faculty Rep (Chelmsford):</b> TL noted a significant win with regard to unexpected course costs for tablets in nursing courses; the requirement to provide a 7” tablet has been removed and students can back out of the ARU promoted purchase via John Smith’s bookshop if they no longer wish to proceed.</p> <p><b>4.1.9 Michael Turner, Trans Student’s Rep (Cambridge)</b> MT hosted an identity meet up for LGBT+ students alongside KT – this was a success with around 15 students attending.</p> <p><b>4.1.10 Blessing Raimi, BME Student’s Rep (Cambridge):</b> BR reflected that her BME meet up could have been scheduled during the Fresher’s period, although the meeting was successful and BR may consider hosting further similar events.</p> <p><b>4.1.11 Alex Mead, AHSS Faculty Rep (Cambridge):</b> AM raised a query as to whether Faculty Reps should attend SSLCs – EH clarified that there was no constituted place for Faculty Reps but feedback and contacts could be accessed via rep Coordinators (also recommended by LD)</p> <p><b>4.1.12 Roy Magwenzi, S&amp;E Faculty Rep (Chelmsford):</b> RM noted that placement students in other faculties have excellent employability opportunities and he would like to develop placement opportunities for S&amp;E students.</p>	KT
5	<p><b>5.1 AOB:</b> EH noted that the Rep Election was currently open and asked all members of the Executive committee to encourage students to stand and vote. Executive Committee were also reminded that they were eligible to stand for National Conference Delegates and a brief summary of the role was given. EH noted a vacancy for a student to attend the Active Curriculum working group and asked for expressions of interest to be emailed.</p>	
6	<p><b>6.1 Date and Time of Next Meeting:</b> 31<sup>st</sup> October 2018. 2-4pm</p>	





Executive Committee Meeting Minutes  
31/10/18 14:00 – 16:00

Item No		Action
1	<p><b>1.1 Attendance</b></p> <p>Alex Mead ALSS Faculty Rep (Cambridge)            Blessing Raimi BME Students' Rep (Cambridge)            Matt Hayes Vice President (Science and Technology)            Kyia Thompson Women's Rep (Cambridge)            Laura Douds President            Niamh Cubitt LGBT+ Students' Rep (Cambridge)</p> <p>Bethan Dudas Director of Advocacy and Engagement            Megan Bennett ARU London Manager &amp; Democracy Coordinator</p> <p><b>1.2 Apologies</b></p> <p>Amanda Campbell-White Vice President (Arts, Law and Social Sciences)            Fraser Luther-Yarwood Vice President (Health, Social Care, Education and Medical Science)</p> <p>Iqrah Afzal LAIBS Faculty Rep (Chelmsford)            Jamie Smith FST Faculty Rep (Cambridge)            Mary Copsey Vice President (Business)            Tatiana Sapiano FHSCE Faculty Rep (Chelmsford)            Tiegan Lawson FHSCE Faculty Rep (Cambridge)            Antonio Dimitrov LGBT+ Students' Rep (Chelmsford)            Courtney-Lee Collins Women's Rep (Chelmsford)            Vesela Mihova International Rep (Cambridge)            Louis Abou Nader International Rep (Chelmsford)            Angela Sizer Disabled Students' Rep (Chelmsford)            Rafael Araujo LAIBS Faculty Rep (Cambridge)</p>	

	<p><b>1.3 Absences</b></p> <p>Tavonga Magwenzi FST Faculty Rep (Chelmsford)</p> <p>Miranda Gayle Black &amp; Minority Ethnic (BME) Students' Rep (Chelmsford)</p> <p>Juliet Onuoha Disabled Students' Rep (Cambridge)</p>																																									
2	<p><b>2.1 Acceptance of Previous Minutes</b></p> <p>The minutes of the previous were accepted as accurate.</p> <p><b>2.2 Matters Arising</b></p> <p>Actions: 26<sup>th</sup> Sept 2018</p> <table border="1" data-bbox="159 1064 1372 2027"> <thead> <tr> <th>ITEM</th> <th>ACTION</th> <th>OWNER</th> <th>UPDATE</th> </tr> </thead> <tbody> <tr> <td>3.1.2</td> <td>SU page in student handbook (seen through Course Re Approval). Ongoing, will be taken to relevant committee identified in the new structure.</td> <td>LD</td> <td>Ongoing.</td> </tr> <tr> <td>3.2</td> <td>Financial review: LD to address possibility of bursary counting 'against' applications to the hardship fund with Andrea Cheshire</td> <td>LD</td> <td>Complete: bursaries</td> </tr> <tr> <td></td> <td>LD to address concerns around the carers support fund</td> <td>LD</td> <td>To be completed</td> </tr> <tr> <td>3.1.1</td> <td>Food in the library: to include Cambridge in the conversations – LD to raise in upcoming meetings</td> <td>FLY/LD</td> <td>Complete: Library will be reviewing the policy.</td> </tr> <tr> <td></td> <td>Halal food: LD to ask new uni staff to mark food appropriately</td> <td>LD</td> <td>To be completed: waiting for new head of catering</td> </tr> <tr> <td></td> <td>Student nurses 1:1's TL to check and gather feedback re: Trust policy</td> <td>TL</td> <td>Pending</td> </tr> <tr> <td>3.1.2</td> <td>Policy: MB to share link to current policy</td> <td>MB</td> <td>Complete</td> </tr> <tr> <td></td> <td>Exec to specify which policy they would like to prioritise/be involved in before Nov Exec</td> <td>All</td> <td>Complete</td> </tr> <tr> <td>4.1</td> <td>GRA Consultation: LD to submit response</td> <td>LD</td> <td>Complete.</td> </tr> </tbody> </table>	ITEM	ACTION	OWNER	UPDATE	3.1.2	SU page in student handbook (seen through Course Re Approval). Ongoing, will be taken to relevant committee identified in the new structure.	LD	Ongoing.	3.2	Financial review: LD to address possibility of bursary counting 'against' applications to the hardship fund with Andrea Cheshire	LD	Complete: bursaries		LD to address concerns around the carers support fund	LD	To be completed	3.1.1	Food in the library: to include Cambridge in the conversations – LD to raise in upcoming meetings	FLY/LD	Complete: Library will be reviewing the policy.		Halal food: LD to ask new uni staff to mark food appropriately	LD	To be completed: waiting for new head of catering		Student nurses 1:1's TL to check and gather feedback re: Trust policy	TL	Pending	3.1.2	Policy: MB to share link to current policy	MB	Complete		Exec to specify which policy they would like to prioritise/be involved in before Nov Exec	All	Complete	4.1	GRA Consultation: LD to submit response	LD	Complete.	
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	4.1.4	PTJF: FLY to confirm where money will go from non-attenders	FLY	To be completed		
	4.1.7	KT to meet with Donna-Louise Cobban to clarify existing procedures/consider appropriateness re: ARU Bullying policy	KT	Postponed until next week.		
	<p><b>2.3 Terms of Reference</b> MB clarified the meaning of terms of reference</p>					
3.	<p><b>Current Policy</b> LD outlined the policy areas that received the most support from exec: Meaningful mental health campaigns Liberate the curriculum Against Cuts to Education Against Cuts to the NHS</p> <p>The Executive Committee voted as follows; Meaningful Mental Health; Ben, Tatty, Jamie, Laura, Fraser, Kyia, Amanda, Tiegan, Mary, Mike, Vesela, Joao, Angela, Niamh - TOTAL: 14</p> <p>Against NHS Cuts; Ben, Tatty, Jamie, Laura, Fraser, Amanda, Tiegan, Mary, Vesela, Joao, Angela, Niamh TOTAL: 12</p> <p>Against Education Cuts; Tatty, Laura, Fraser, Kyia, Amanda, Mary, Mike, Vesela, Joao, Angela, Niamh TOTAL: 11</p> <p>Wheels In Motion; Ben, Tiegan TOTAL: 2</p> <p>Liberate The Curriculum; Ben, Tatty, Jamie, Laura, Fraser, Kyia, Amanda, Mary, Mike, Vesela, Joao, Angela, Niamh TOTAL: 13</p> <p>Democracy Review; Ben, Jamie, Kyia TOTAL: 3</p> <p>TEF; Tatty, Laura, Fraser, Kyia TOTAL: 4</p> <p>Up Your Grants; Tavonga, Jamie TOTAL: 2</p> <p>Save Our Space; Jamie, Amanda TOTAL: 2</p> <p>Printing; Tiegan TOTAL: 1</p>				LD	

	<p>Living Wage; Tiegan, Angela TOTAL: 2</p> <p>KWAF; Mary, Vesela TOTAL: 2</p> <p>Equal Access; Mike TOTAL: 1</p> <p>GNTs; Mike, Niamh TOTAL: 1</p> <p>Officers will decide which policies they will lead on and get in touch with Exec members who have expressed an interest</p>	
4.	<p><b>Group Chat</b></p> <p>MB presented an overview of the changes to our Student Council model, which is being changed to “Group Chat”.</p>	
5	<p><b>Executive Officer reports</b></p> <p><b>5.1 President: LD</b></p> <p>Rent campaign: survey re housing has been finalised and will be published at 9am on Monday morning. This will be a big comms push. It will close around Christmas. LD, MH &amp; ACW had a productive meeting with the Residential team to share the campaign and build relationships.</p> <p>LD asked for help in promoting the survey. NC suggested sharing with course reps as they will be having SSLCs soon. LD agreed with this. LD to leave business cards in each office for Exec to pick up and share with students.</p> <p>Exec are asked to share &amp; encourage students to fill in the survey.</p> <p>History Months: Black History Month is now over. BR was fantastic on the panel last week – LD thanked BR for her work. An evaluation of the events will be taking place.</p> <p>Disability History Month 22<sup>nd</sup> Nov – 22<sup>nd</sup> Dec. National theme is music. There will be sign language Christmas carolling. There will be a panel discussion in Chelmsford. There is still time to get involved in the planning, please let LD know if you are interested.</p> <p>LGBT History Month Feb: planning is yet to start on this. MT &amp; NC expressed interest in supporting this event.</p> <p>Exec agreed to share events for all the activities</p> <p>Christmas events: Detailed updates at the next meeting.</p>	<p>LD</p> <p>Exec</p> <p>Exec</p>

	<p>Other activity: met with Ellis May, our NUS contact. Attended NUS Zones Conference with ACW. Both LD &amp; ACW are running for volunteering positions. Team had an away day to continue their team development. Spoke at Cambridge Labour Club's event about student issues. Building closer relationships with Cambridge Uni SU and Writtle University College</p> <p><b>5.2 Vice President (Business &amp; Law)</b> Written report submitted</p> <p><b>5.3 Vice President (Health, Education, Medicine &amp; Social Care)</b> Written report submitted. NC asked about the Love Societies project following staff turnover. LD &amp; FLY have spoken about taking it forward with the new activities team.</p> <p><b>5.4 Vice President (Science &amp; Engineering)</b> Access Denied (Compass House): Has approval from FSE &amp; AHSS for a 24/7 trial of opening hours. Society Skills: Following a reassessment of workload &amp; priorities MH has decided to push this project back to Semester 2. BR &amp; MH will also hopefully be doing a Graphic Design workshop in the middle of Sem 2. MH will speak with BM re what would be appropriate for Chelmsford.</p> <p>Other update: Best Night Out/Best Night in was a big success. It will be re-run in Chelmsford on 21<sup>st</sup> Nov. MH will confirm times. Due to time constraints the Dec Camb event will not go ahead, as they do not feel they could put on the quality event they wanted and instead will focus on Sem 2 events. Sat on Volunteer of the Month panel. Attended the Faculty Education Committee. Won NUS National Conference place. NC raised concerns that students are expressing about losing access to facilities – NC to send any examples of any changes happening to MH. MH to raise at FSE FPT</p> <p><b>5.5 Vice President (Arts, Humanities &amp; Social Sciences)</b> Written report received. Note the change of date in report to 21<sup>st</sup> Nov.</p>	<p>MH</p> <p>NC &amp; MH</p>
4	<p><b>Campaign Rep Updates</b></p> <p><b>4.1. – Collier Road (KT)</b> Lighting on Collier Road very poor. KT contacted local Councillor who asked for evidence for students taking issue with this. KT will be gathering evidence in the near future. KT would like some volunteers to help her gather this info.</p> <p>KT spoke with Uni about it, and they said it was on the agenda, but would take a long time.</p>	

	<p><b>4.2 Black History Month (BR)</b> Pleased with the events. Students have fed back that they are pleased things are happening. Dean of AHSS has asked to meet with BR to further discuss issues that were raised with staff.</p> <p><b>4.3 Pronoun badges</b> MT to speak with Rose Guy about getting pronoun badges for students.</p>	MT
5.	<p><b>Faculty Rep Updates</b></p> <p><b>FSE (JS)</b> Written update. Exec agreed to support JS to take forward bike lock issue.</p> <p><b>FSE (TM)</b> Written update received. MH to arrange a meeting with TM</p> <p><b>AHSS (AM)</b> Is seeking to arrange a meeting with Demi Smith – awaiting for final list of course reps so he can get in touch. Attended FPT. Taking forward discussions around buddy scheme. AM to speak with FLY. LD to put AM in touch with SU comms team</p> <p><b>HEMS (BM)</b> 24 hr CPR-athon. Raised £350 for Herts &amp; Essex air ambulance. Met with ACW to bring Best Night In/Out to Chelmsford. Medical students have raised concern about their lecturers pushing them to “take over” Med Soc but medical students don’t want to do that. BM to arrange meeting with Gareth Thomson</p> <p><b>HEMS (TL)</b> Written update received</p>	JS  MH  AM & FLY
6.	<p><b>Paramedic Support Package (BM)</b></p> <p>BM outlined the issue. Paramedic students are not allowed to access the NHS Learning Support Fund, unlike Nurses, Midwives and other health professionals. ARU have a means tested fund in place which students can claim back for travel. This is working inconsistently at the moment.</p> <p>BM stated he would like NUS to take this up as a national issue. LD suggested that Exec develop a policy for national conference. BM &amp; LD to meet with BD to develop a draft policy.</p>	LD. BM & BD

9.	<p><b>Big Ideas &amp; New Policies</b></p> <p>There were no budget requests. LD noted that there was a significant underspend on Black History Month</p>	
9	<p><b>Any Other Business</b></p> <p><b>Health Services for harder to reach students</b></p> <p>Essex CCG was looking to speak to harder to reach students in Chelmsford about their experiences of health services in Essex. LD to send around.</p> <p>MB to find out when uniform will be arriving.</p> <p><b>Eating in Webb</b></p> <p>Can Cambridge exec please share MH's post about the ability to eat in Webb.</p>	LD
10	<p><b>Date and Time of Next Meeting:</b></p> <p>28<sup>th</sup> Nov 2018, 2pm – 4pm</p>	