

Executive Committee (FVC and LEDIC) Minutes; 25<sup>th</sup> March 2022 10am

Item				Action																																																																																										
1.	<p><b>1.1 Attendance</b> P = Present, Ap = Apologies, A = Absent</p> <p><b>1.1.1 Members</b></p> <table border="1" data-bbox="213 645 1334 1812"> <tr><td>Cavya Antony</td><td>President</td><td>Ap</td></tr> <tr><td>Sobin Sojan</td><td>Vice President: Arts, Humanities and Social Sciences</td><td>P</td></tr> <tr><td>Ashique Salim</td><td>Vice President: Business &amp; Law</td><td>P</td></tr> <tr><td>Divya Agarwal</td><td>Vice President: Health Education Medicine &amp; Social Care (CHAIR)</td><td>P</td></tr> <tr><td>Kevin Joy</td><td>Vice President: Science and Engineering</td><td>P</td></tr> <tr><td>Abbie Harper</td><td>AHSS Faculty Rep</td><td>A</td></tr> <tr><td>Wonda Grobbelaar</td><td>B&amp;L Faculty Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Abu Suresh</td><td>B&amp;L Faculty Rep (Cambridge)</td><td>A</td></tr> <tr><td>Ines Da Silva Correia</td><td>HEMS Faculty Rep (Chelmsford)</td><td>P</td></tr> <tr><td>Kirstin Green</td><td>HEMS Faculty Rep (Chelmsford)</td><td>A</td></tr> <tr><td>Lucy Barton</td><td>HEMS Faculty Rep (Cambridge)</td><td>P</td></tr> <tr><td>Elle Rimmer</td><td>HEMS Faculty Rep (Peterborough)</td><td>A</td></tr> <tr><td>Ruime Azumara</td><td>S&amp;E Faculty Rep (Chelmsford)</td><td>A</td></tr> <tr><td>Olubenga Oluwatominyi</td><td>BME Students Rep (Chelmsford)</td><td>P / Ap</td></tr> <tr><td>Joshua Olasehinde</td><td>BME Students Rep (Cambridge)</td><td>A</td></tr> <tr><td>Tiegan-Leigh Everitt</td><td>Disabled Students Rep (Cambridge)</td><td>A</td></tr> <tr><td>Emma Wong</td><td>Disabled Students Rep (Chelmsford)</td><td>A</td></tr> <tr><td>Akshay Kumbalath</td><td>International Students Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Robin Robert</td><td>International Students Rep (Cambridge)</td><td>A</td></tr> <tr><td>Charlotte Fraser-Williams</td><td>LGBT+ Students Rep (Chelmsford)</td><td>A</td></tr> <tr><td>Kat Persaud</td><td>LGBT+ Students Rep (Cambridge)</td><td>A</td></tr> <tr><td>Maddison Taylor</td><td>Mental Health Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Alina Clarke</td><td>Mental Health Rep (Chelmsford)</td><td>A</td></tr> <tr><td>Sascha Wasilewska</td><td>Trans Students' Rep (Cambridge)</td><td>A</td></tr> <tr><td>Neethu Jose</td><td>Women's Rep (Chelmsford)</td><td>A</td></tr> <tr><td>Chelsea-Marie Cochrane</td><td>Women's Rep (Cambridge)</td><td>A</td></tr> </table> <p><b>1.1.2 Observers</b></p> <table border="1" data-bbox="213 1895 1342 2072"> <tr><td>Emma Howes</td><td>Engagement Manager</td><td>P</td></tr> <tr><td>Fraser Luther-Yarwood</td><td>Democracy and Campaigns Coordinator</td><td>P</td></tr> <tr><td>Jo Bunkle</td><td>Campaigns and Representation Coordinator</td><td>P</td></tr> <tr><td>Rose Guy</td><td>Director of Advocacy and Engagement</td><td>P</td></tr> </table>			Cavya Antony	President	Ap	Sobin Sojan	Vice President: Arts, Humanities and Social Sciences	P	Ashique Salim	Vice President: Business & Law	P	Divya Agarwal	Vice President: Health Education Medicine & Social Care (CHAIR)	P	Kevin Joy	Vice President: Science and Engineering	P	Abbie Harper	AHSS Faculty Rep	A	Wonda Grobbelaar	B&L Faculty Rep (Chelmsford)	Ap	Abu Suresh	B&L Faculty Rep (Cambridge)	A	Ines Da Silva Correia	HEMS Faculty Rep (Chelmsford)	P	Kirstin Green	HEMS Faculty Rep (Chelmsford)	A	Lucy Barton	HEMS Faculty Rep (Cambridge)	P	Elle Rimmer	HEMS Faculty Rep (Peterborough)	A	Ruime Azumara	S&E Faculty Rep (Chelmsford)	A	Olubenga Oluwatominyi	BME Students Rep (Chelmsford)	P / Ap	Joshua Olasehinde	BME Students Rep (Cambridge)	A	Tiegan-Leigh Everitt	Disabled Students Rep (Cambridge)	A	Emma Wong	Disabled Students Rep (Chelmsford)	A	Akshay Kumbalath	International Students Rep (Chelmsford)	Ap	Robin Robert	International Students Rep (Cambridge)	A	Charlotte Fraser-Williams	LGBT+ Students Rep (Chelmsford)	A	Kat Persaud	LGBT+ Students Rep (Cambridge)	A	Maddison Taylor	Mental Health Rep (Chelmsford)	Ap	Alina Clarke	Mental Health Rep (Chelmsford)	A	Sascha Wasilewska	Trans Students' Rep (Cambridge)	A	Neethu Jose	Women's Rep (Chelmsford)	A	Chelsea-Marie Cochrane	Women's Rep (Cambridge)	A	Emma Howes	Engagement Manager	P	Fraser Luther-Yarwood	Democracy and Campaigns Coordinator	P	Jo Bunkle	Campaigns and Representation Coordinator	P	Rose Guy	Director of Advocacy and Engagement	P	
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	<p>1.2 Terms Of Reference*</p> <p>1.3 Minutes of the last meeting The minutes were approved</p> <p>1.4 Actions Arising</p> <table border="1" data-bbox="228 383 1372 896"> <thead> <tr> <th>ITEM</th> <th>ACTION</th> <th>OWNER</th> <th>UPDATE</th> </tr> </thead> <tbody> <tr> <td colspan="4">New Actions: February 2022</td> </tr> <tr> <td>2.1</td> <td>Any exec member wishing to nominate themselves for a Delegate position should contact FLY</td> <td>ALL, FLY</td> <td>Complete – 2 Reps attending Liberation conference</td> </tr> <tr> <td>4.1</td> <td>AK to have discussion with DA when possible</td> <td>AK, DA</td> <td>Ongoing – meeting scheduled</td> </tr> <tr> <td>4.2</td> <td>EW to finish letter to the University</td> <td>EW</td> <td>Incomplete</td> </tr> <tr> <td>6.1</td> <td>Any Exec member who has noted voted on the budget request please do so</td> <td>ALL</td> <td>Complete – quoracy met</td> </tr> <tr> <td>6.2</td> <td>Any Exec member who has not responded to the Away Day please do so</td> <td>ALL</td> <td>Complete – not all members responded!</td> </tr> </tbody> </table>	ITEM	ACTION	OWNER	UPDATE	New Actions: February 2022				2.1	Any exec member wishing to nominate themselves for a Delegate position should contact FLY	ALL, FLY	Complete – 2 Reps attending Liberation conference	4.1	AK to have discussion with DA when possible	AK, DA	Ongoing – meeting scheduled	4.2	EW to finish letter to the University	EW	Incomplete	6.1	Any Exec member who has noted voted on the budget request please do so	ALL	Complete – quoracy met	6.2	Any Exec member who has not responded to the Away Day please do so	ALL	Complete – not all members responded!	
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2.	<p>2. Items for Discussion</p> <p>2.1 The Group Chat</p> <p>FLY: This is happening on Wednesday 6<sup>th</sup> April at 3pm. It will be on Teams and live streamed into SU spaces in Cambridge and Chelmsford. All members of exec should attend. This is how students can hold you to account and you should be there to update on your campaigns. It is also our AGM and the chance to pass policy and we will need you to vote.</p>	ALL																												
3.	<p>3. Faculty Rep Updates:</p> <p>3.1 HEMS Cambridge</p> <p>LB: Have been focussing on Nursing and Midwifery week and have a budget request for guest speakers. Currently all are internal but seeking a hypnobirthing speaker. We already have planned speakers on down syndrome, post-natal depression and hoping to get ‘pets as therapy’ to attend Cambridge campus. We will be sending postcards to all nurses and midwives.</p> <p>FLY: will contact LB to arrange any guest speaker forms etc.</p> <p>3.2 HEMS Chelmsford</p> <p>IC: No updates</p>	LB / FLY																												
4.	<p>4. Campaign Rep Updates</p> <p>No campaign reps present. Papers taken as read.</p>																													
5.	<p>Executive Officer Updates:</p> <p>5.1 President (Ap):</p> <p>SS: CA. Looking at options to deliver support for Ukraine during Global week – details TBC</p> <p>FLY: CA is also working with DA on exam support.</p> <p>JB: CA also working on a guest speaker event for women’s history month. Jackie Lanham will be speaking on the 7<sup>th</sup> April 4-6pm at a free event, in person, on Cambridge campus. She will be speaking about building confidence as a woman in industry.</p>																													

	<p><b>5.2 VP Business &amp; Law</b></p> <p>AS: Campaign to increase placement opportunities in B&amp;L is complete. The faculty have agreed to work with SU officers going forward to put in appropriate opportunities for students. Accommodation campaign has been stalled due to issues with rent reduction in Cambridge – we have changed the focus of the campaign to raise awareness of rights through a brochure. The group campaign is working on compulsory international inductions to support key knowledge for new students arriving from abroad. Ramadan is from April 2<sup>nd</sup> – May 2<sup>nd</sup> and we will be looking to provide food and prayer spaces</p> <p><b>5.3 VP Arts Humanities and Social Sciences</b></p> <p>SS: Working on making inductions mandatory for international student to help combat plagiarism and direct them to seek support from appropriate sources and raise awareness of the support available. We will be celebrating Holi during global week on 1<sup>st</sup> April – collaborating with ARU and all students are welcome. There is a budget request for this.</p> <p><b>5.4 VP Health, Education, Medicine and Social Care:</b></p> <p>DA: The period poverty campaign is complete – ARU is now providing free sanitary products in washrooms. The Food Bank project has been on hold – On Monday I will be working on the marketing to advertise on info screens and promote the project. The Men’s wellbeing project is ongoing. I am planning a survey with MT to explore options for providing monthly events. HEMS faculty: working with IC, LB and Demi Smith to develop the HEMS newsletter. I will be seeking a template from the faculty and / or SU comms team. The team campaign is looking at faculty inductions. Working with CA on Exam stress reduction project. Global week is next week and Holi is on Friday – I will be attending the Showcases in Chelmsford on Tuesday and in Cambridge on Thursday</p> <p><b>5.5 VP Science and Engineering</b></p> <p>KJ: Working on misconduct cases in S&amp;E faculty – trimester 2 has seen increase. Working with faculty on welcome events for students to meet the S&amp;E team and discuss wellbeing, - we will be delivering these on a monthly basis (1st session already complete)</p>	
6.	<p><b>Budgets:</b></p> <p><b>6.1 Nursing and Midwifery week £200:</b></p> <p>LB: a request for £200 for guest speakers. This will need to be to cover guest speaker costs and any sundries.</p> <p><b>6.2 Holi £420.</b></p> <p>SS: Requesting £420 to cover the event. We will have Indian drummers (costing £250), Indian sweets and coloured powder, which must be sustainable and natural (costing £220). We will be getting some funding support from the International Office (TBC) and from the Opportunities Team (£150 from the cultural calendar project).</p> <p>FLY – We will need to undertake an online vote which will be open this afternoon until Tuesday.</p>	

	EH: Please ensure any budget requests are accurate and completed in advance as the remaining Executive Committee budget is now under £750.	
7.	<p><b>AOB:</b></p> <p>7.1 DA: will we have any more money in the Exec budget? EH; If any agreed budget requests do not spend the full amount we can return the underspend to the available funds pot. But this will not be a great deal. We are currently waiting on a lot of invoices from the recent spending to be completed (eg: Liberation conference costs)</p> <p>7.2 DA: With MT I have developed a wellbeing policy for approval at the Group Chat. Please attend and vote.</p> <p>FLY: The policy deadline is today – any outstanding policy must be with me today for circulation with the Group Chat papers and for publication online.</p>	CA

## Matters Arising:

ITEM	ACTION	OWNER	UPDATE
<b>Actions Carried Over: February 2022</b>			
4.1	AK to have discussion with DA when possible	AK, DA	
4.2	EW to finish letter to the University	EW	
<b>New Actions: March 2022</b>			
2.1	All members of the Executive Committee to attend the Group Chat and vote on policies / AGM items	ALL	
3.1	LB and FLY to ensure that all Risk assessments and Guest Speaker forms are completed at least 2 weeks in advance of nursing and midwifery week events.	LB / FLY	
6.	All exec members to vote on budget requests by Tuesday 29 <sup>th</sup> March.	ALL	
7.2	CA to submit outstanding planned policies to FLY by 25 <sup>th</sup> March.	CA	