

17 Executive Committee Meeting Minutes

27/11/17 17:00-19:00

Item No		Action
1	<p>Attendance</p> <p>1.1 Present</p> <p>Laura Douds VP (Science & Technology) Kirran Khan VP (Business) Johanna Korhonen VP (Arts, Law & Social Sciences) Eliza Torres VP (Health, Social Care, Education & Medical Science)</p> <p>Imogen Davnall LGBT+ Students' Rep (Chelmsford) Clarissa Devey-Smith FHSCE Faculty Rep (Cambridge) Michael Graham LAIBS Faculty Rep (Cambridge) Bobby Hughes FST Faculty Rep (Chelmsford) Benjamin Morris FMS Faculty Rep (Chelmsford) Michael Turner Trans* Students' Rep (Cambridge) Blessing Raimi Black and Minority Ethnic Students' Rep (Cambridge) Maggie Raleva ALSS Faculty Rep (Cambridge) Stewart Watson FST Faculty Rep (Cambridge)</p> <p><i>In Attendance</i></p> <p>Daniel Login Engagement and Volunteer Centre Manager Jonathan Malton Representation/Executive Assistant Rose Williamson Campaigns and Education Enhancement Coordinator</p> <p>1.2 Apologies</p> <p>Kathryn Dunnill FMS Faculty Rep (Cambridge) Leigh Rooney FHSCE Faculty Rep (Chelmsford) Kyia Thompson Women's Rep (Cambridge) Michael Turner LAIBS Faculty Rep (Cambridge) Joel Tyson ALSS Faculty Rep (Chelmsford)</p>	

	<p>1.3 Absent</p> <p>Aysha Goodwin LAIBS Faculty Rep (Cambridge) Gill Jacob Disabled Students' Rep (Chelmsford) Christiane Koiassi Black and Minority Ethnic Students' Rep (Chelmsford) Anita Miezar Women's Rep (Chelmsford) Grant Rose Disabled Students' Rep (Cambridge) Kyia Thompson Women's Rep (Cambridge) Michael Turner Trans* Students' Rep (Cambridge)</p> <p>1.4 Declaration of Interest None</p>	
<p>1</p> <p>2</p>	<p>Acceptance of Previous Minutes Members agreed minutes</p> <p>2.2 Matters Arising</p> <p>7. 7. Rainbow lanyards; VP to send emails JK – clip on badge from ALSS ET – waiting for email from Luca LD – Waiting for email Follow up from Michael Family day – DBS Check ET – on hold – only required if working with students</p> <p>5.7 Gender Neutral Toilets LD has sent email, but no reply</p> <p>5.9 Trans LD posted update on website</p> <p>5.10 Grants</p> <p>Back to council</p> <p>6. Free Parking KK to provide feedback Free Graduation – carry over</p> <p>Money RW – Money back talks to be discussed JK wants to open it to more students KK wants a map to display clearer guidelines</p> <p>Terms of reference No Change</p>	<p>VP's</p>

3	<p>Permanent items</p> <p>3.1 Executive officer reports</p> <p>President</p> <p>Retention Campaign No change- carry over to next month</p> <p>VP (ALSS)</p> <p>Recipe Suggestion Have had over 250 suggestions since the campaign began There will be an online vote for the top 10 This will need to be agreed by the catering team. There will need to be an extra budget Trail menu will start soon after</p> <p>Communication Meeting before Christmas No website information for the Snow Ball</p> <p>Free Printing Surveys to all reps Specific questions regarding submissions VC – practicalities needed before being considered Sticker campaign – January – budget required iCentre contacted – more courses to be moved to online submission for coursework.</p> <p>International Student Outreach Society will be organised in the new year JK described it as a ‘Speed Friending’ event</p> <p>Vegan Pledge Sign up still available</p> <p>Islamic Prayer Room Catch-up meeting soon Halal chicken already served in canteen – needs to be advertised.</p> <p>VP (Business)</p> <p>Personal Tutoring Recruited a new member of staff for this role Mapped the project plan – undergoing a literature review End of January – interview before semester starts.</p>	
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Part Time Job Fair

This will take place on both campuses on the 2nd February.
Currently contacting companies

Bike Safety

No update – waiting for environment team

VP (FHSCE & FMS)

Monthly de-stress campaign is under budget
LUSH event in December, planning is on schedule

Black History Month

Positive reports from students
More sessions to be planned for later in the year

Monthly Drop-in

Working with communications
Money out of budget (£40.00)

Cultural Give It A Go

Extra £50 needed

VP (FST)**Clubs and Societies Cost**

Still in talks

Diversity Projects

Budget needed – addressed at the end of meeting
Random Act of Kindness – 16th February 2018
This will be done in partnership with the Academic g
LD has planned a month of events
During the event, appropriate flags will be hung.
Transport to Cambridge for Friday 23rd February
Action: minibus from Chelmsford to Cambridge needed.

Women's Rep Update

KT: The Talk – Consent
Happening in February – talks with other universities currently ongoing

Michael – Gender Neutral Toilets – Discussed later
Blessing – Coordinating Informal Forums – discussed at later meetings
Stewart – Movember: £1000 raised

LD

	<p>Student led forums 3rd January exam period Paul Baxter update – can't be moved Action: Paul Baxter email from LD and Stewart Take to Faculty Forum No consulting with exam/in-class tests Feedback in 20 working days – needs to be quicker</p>	LD/SW
4	<p>Appointments None</p>	
5	<p>Policies</p> <p>5.1 Against cuts to education Students action day Pay £75 – as no Cambridge students signed up Free education banner in Chelmsford has been signed by 30 students</p> <p>5.2 Against NHS cuts No update to website Students currently on placement</p> <p>5.3 Gender neutral toilets No reply to original email – will be emailed again Changing rooms – chase up faculties Not enough signs in Chelmsford Accessible toilet sign in Cambridge PTH 'Toilets for All' – Mel in Communication</p> <p>5.4 Increased equality for vegan students No update</p> <p>5.5 KWAF Resubmitted to council Many courses still have busy Wednesdays Action: Request list of all courses who have busy Wednesday afternoons Detailed look at timetables for nursing students</p> <p>5.6 Liberating the curriculum LD: No update</p> <p>5.7 Save our space No update JS & Stewart to meet in new year</p> <p>5.8 TEF Article written for website KK & LD went to House of Lords to discuss</p> <p>5.9 Trans not trans* Article on website Michael – needs to go to council for bylaw change</p> <p>5.10 Up your grants</p>	JS

	LD: Left over money will go to societies Action: LD to meet with JS for update	LD
6	<p>Ideas</p> <p>SU permanent bar in Cambridge – Ongoing</p> <p>Books Plus card used for printing – Ongoing</p> <p>Summer graduation – Remove – bring back when required</p> <p>Stop charging for hot water – Kettle has not arrived</p> <p>Accessible microwave – Microwave has not arrived</p> <p>Free graduation guest fee – Ongoing</p> <p>Halal food and prayer room – ongoing</p> <p>Free parking – No update</p> <p>Jacket potatoes – Campaign still ongoing</p> <p>Cheerleading - ongoing</p> <p>Food in Library – ongoing</p> <p>Lab coats – Completed (Remove)</p> <p>Money money money – MR to work with JK and Campaigns and Education Enhancement Coordinator to deal with issue of students who are having to travel in to hand in work.</p>	
7	<p>Budgets</p> <p>Let's be honest launch £470 approved</p> <p>JK £400 approved (Increased Recipe Variety – Recipe Trial)</p> <p>JK £150 approved ('Free' Printing Campaign - Stickers)</p> <p>LD £947 approved (LGBT+ History Month)</p> <p>RW £200 approved (Let's Be Honest Printing – 50 Copies)</p> <p>RW £450 approved (Let's Be Honest Mental Health Training)</p> <p>No AOB</p>	
	Date and Time of Next Meeting: TBC	