

Executive Committee Meeting Minutes  
30.01.19 15:00 – 17:00

Item No		Action
1	<p><b>1.1 Attendance</b></p> <p>Laura Douds (Chair)                      President  Amanda Campbell-White              Vice President (Arts, Humanities and Social Sciences)  Mary Copsey                                  Vice President (Business and Law)  Fraser Luther-Yarwood                  Vice President (Health, Education, Medicine &amp; Social Care)  (arrived 15:40)  Matt Hayes                                      Vice President (Science and Engineering)  (left 17:00)</p> <p>Rafael Araujo                                  B&amp;L Faculty Rep (Cambridge)  Niamh Cubitt                                      LGBT+ Students' Rep (Cambridge)  Tiegán Lawson                                  HEMS Faculty Rep (Cambridge)  Ben Morris                                        HEMS Faculty Rep (Chelmsford)  (arrived 15:40)  Blessing Raimi                                  BME Students' Rep (Cambridge)  (Left 16:50)  Kyia Thompson                                  Women's Rep (Cambridge)  (left 16:00)  Michael Turner                                  Trans Students' Rep (Cambridge)</p> <p><b>Observers</b>  Megan Bennet                                  ARU London SU Manager and Democracy Coordinator  Emma Howes                                      Engagement Manager</p> <p><b>1.2 Apologies</b></p>	

	<p>Alex Mead AHSS Faculty Rep (Cambridge)          Courtney-Lee Collins Women’s Rep (Chelmsford)          Angela Sizer Disabled Students’ Rep (Chelmsford)          Jamie Smith S&amp;E Faculty Rep (Cambridge)</p> <p><b>1.3 Absences</b></p> <p>Louis Abou Nader International Students’ Rep (Chelmsford)          Iqrah Afzal B&amp;L Faculty Rep (Chelmsford)          Antonio Dimitrov Disabled Students’ Rep (Cambridge)          Miranda Gayle BME Students’ Rep (Chelmsford)          Roy Magwenzi S&amp;E Faculty Rep (Chelmsford)          Vesela Mihova International Students’ Rep (Cambridge)          Tatiana Sapiano HEMS Faculty Rep (Chelmsford)</p>																													
2	<p><b>2.1 Acceptance of Previous Minutes</b>          The minutes of the previous were accepted with one correction:          MH: role titles are not consistently recorded.</p> <p><b>2.2 Matters Arising</b></p> <table border="1" data-bbox="159 1205 1369 1980"> <thead> <tr> <th>ITEM</th> <th>ACTION</th> <th>OWNER</th> <th>UPDATE</th> </tr> </thead> <tbody> <tr> <td colspan="4">Carried over actions</td> </tr> <tr> <td>3.1.2</td> <td>SU page in student handbook (seen through Course Re-Approval) is out of date. To be taken to relevant committee.</td> <td>LD</td> <td>Ongoing LD will seek clarification via academic registry.</td> </tr> <tr> <td></td> <td>LD to address concerns around the carers support fund</td> <td>LD</td> <td>Completed. Flagged with Student Services; Carers are a recognised priority group</td> </tr> <tr> <td></td> <td>Halal food: LD to ask new uni staff to mark food appropriately</td> <td>LD &amp; MH</td> <td>Ongoing; LD still to meet with Mark Brett. MH to raise with estates and facilities manager.</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>Completed. Year 1 nurses cannot undertake 1:1s with patients.</td> </tr> <tr> <td>4.1.7</td> <td>KT to meet with DLC to clarify existing procedures / consider appropriateness re: ARU Bullying policy</td> <td>KT</td> <td>Incomplete – DLC is leaving. KT and ACW to meet and clarify further action needed.</td> </tr> </tbody> </table>	ITEM	ACTION	OWNER	UPDATE	Carried over actions				3.1.2	SU page in student handbook (seen through Course Re-Approval) is out of date. To be taken to relevant committee.	LD	Ongoing LD will seek clarification via academic registry.		LD to address concerns around the carers support fund	LD	Completed. Flagged with Student Services; Carers are a recognised priority group		Halal food: LD to ask new uni staff to mark food appropriately	LD & MH	Ongoing; LD still to meet with Mark Brett. MH to raise with estates and facilities manager.		Student nurses 1:1’s TL to check and gather feedback re: Trust policy	TL	Completed. Year 1 nurses cannot undertake 1:1s with patients.	4.1.7	KT to meet with DLC to clarify existing procedures / consider appropriateness re: ARU Bullying policy	KT	Incomplete – DLC is leaving. KT and ACW to meet and clarify further action needed.	
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3	Exec to get in touch with Exec Members who have expressed an interest in different policy	Officers	Incomplete. No policy consultation yet undertaken.
5	History Months: Exec agreed to share events for all the activities	Exec	Complete
5.4	Society Skills – MH to speak with BM to see what would work for Chelmsford	MH	Complete
7.1	JS to take forward bike issue	JS	Ongoing. JS not present
7.3	AM to speak with FLY re: buddy scheme. LD to put Alex in touch with Comms.	AM/FLY/LD/ACW	Completed
8	BM & LD to meet with BD to develop a draft policy re: Paramedic Support	LD/BM/BD	Completed.
9	LD to circulate Essex CCG	LD	Completed.
New actions: 28 <sup>th</sup> November 2018			
4.3	MH to speak to Open Road re: Drug Harm Reduction policy	MH	Incomplete. Ongoing.
6.3	FLY to update on social media and via course reps re: library hours.	FLY	Ongoing.
	FLY to keep #LoveSocieties survey open following forum to allow students to contribute further	FLY	Completed.
	MC and FLY to meet to talk about library deadlines within the FBL faculty	MC/FLY	Completed.
6.5	Exec requested to share on social media the Body Positivity Panel	Exec	Completed.
	ACW, MH, FLY, and BM to discuss date for Chelmsford BNO	ACW/MH/FLY/BM	Incomplete.
	LD to talk to BD about staff involvement in activities	LD/BD/ACW	Completed.
7.3	KT to talk to security and get a statement of support for Collier Road campaign to take to the council	KT & LD	Ongoing. KT attempted to contact security, but no response given - ACW and LD to follow up. KT to share Collier

			Road campaign data. LD to inform MP Daniel Zeichner.	
8.4	FLY, BM, and TS to check times for FEC and StEER to arrange attendance	FLY/BM/TS	Partially complete. TL and FLY met with staff (uni and SU) to input into FEC. Ongoing; TS, BM and FLY not yet present.	
	BM to check if Chelmsford baby-change facilities are gendered or gender-neutral	BM	BM not yet present. Ongoing.	
	ACW and MH to check about Bar and Beyond promoting themselves on campus	MH/ACW	Completed. Bar and Beyond should not be promoting on campus.	
11	Anybody with feedback or questions following Books+ Chat to send these to LD	All	Complete.	
<p>2.3 Terms of Reference</p> <p>MB clarified there are no changes since the last meeting.</p> <p>Juliet Onuoha Disabled Students' Rep (Chelmsford), has stepped down.</p>				
3.	<p>3.1 Elections</p> <p>MB noted that elections are open for nominations. Any questions to MB or EH (DRO)</p>			
4.	<p>4.1 EDI commitments</p> <p>ACW noted that there are committees and working groups which are relevant to Campaign Reps and attendance or feedback from Reps is valued.</p> <p>MB: Rep commitments are established at the beginning of the year as 'committee-ments'!</p> <p>LD to compile a list of meetings and possible places for reps to attend.</p>			LD

<p>5.</p>	<p>5.1 Ideas</p> <p>MB presented a possible revamp to the 'Ideas' process to improve accessibility and usefulness.</p> <p>Highlights:</p> <ul style="list-style-type: none"> <li>• Existing process is overly administrative and will be streamlined.</li> <li>• Emphasis will be on students being proactive and able to act quickly to gather support for their idea.</li> <li>• Increase in time and number of 'likes' to support an idea – 50 votes in 3 weeks with an overall positive balance will be brought to Executive Committee. Feedback will be given to the student.</li> <li>• Executive committee would have oversight to reject ideas which are already in place / an existing, or need a new campaign / do not meet our values / are offensive / require further consultation / are a quick win and will be actioned.</li> </ul> <p>NC: This seems less complicated than previous incarnations. Promo will be needed with a relaunch.</p> <p>ACW: Overall this seems effective.</p> <p>LD sought clarity around 50 'likes'</p> <p>MB: this is a quoracy of the vote and the outcome must be positive to proceed.</p>	
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<p>6.</p>	<p><b>6.1 Exec Awayday</b>          MB: This will be postponed due to lack of availability until March. Content will include next steps, ongoing campaigns and future thinking.          Dates will be set online via the Exec group. Input or suggestions welcomed.</p>	
<p>7.</p>	<p><b>7.1 NUS National Conference</b>          LD: Summarised the purpose of National Conference and requested that the Executive Committee support policy proposals from ARU Students' Union.</p> <p><b>7.2</b>          LD: A policy proposal could be submitted to extend the call for the nursing bursary to include all medical service students.          The Executive committee agreed.</p> <p><b>7.3</b>          LD: A policy proposal could be submitted to request improvements to counselling services to support students on placement who struggle to access this type of service.          TL: Placement students are able to access services via skype and with variable session times to support those in placement.          LD: Should we still submit on behalf of the wider student movement, outside ARU?          MC: Would this include academic support such as study skills+?          LD: No, but we could submit an additional motion; this would need to go to another 'zone'.          MC: There is evidence for problems with accessing this service at ARU and could be beneficial.          LD: will explore options for policy on this.</p> <p><b>7.4</b>          LD: ARU are one of the biggest providers of degree apprenticeships. We are concerned about the rights of degree apprenticeship students in the event of e.g.: business collapse or staff dismissal and in relation to University provisions of e.g.: wellbeing services. LD would like to develop a policy on this. Executive committee agreed.</p>	
<p>8.</p>	<p><b>8. Policy</b></p> <p><b>8.1 Meaningful Mental Health Campaigns.</b>          LD: No animals have been brought onto campus by the SU.          MH noted that society requests have been put forward but these would not be permitted.          KT expressed that she did agree with this policy. The popularity of activities including animals has been noted at the Group Chat, and through sign ups to previous events.          TL added that therapy animals are an accepted and effective therapy within the medical community.          LD noted that this policy is active until April as it was voted by Council last year.</p>	

<p>MB noted that the policy will expire in April and any resubmission can be discussed then.          LD: Against the Marketization of HE; we have met with NUS representatives to discuss and support this.          LD: We have been working with Andrea Cheshire (head of student services) to encourage further BME recruitment, although additional funding is lacking for specific roles.          ACW: we have been inputting into the wellbeing strategy and decision making on this provision.</p> <p><b>8.2 Liberate the Curriculum</b>          LD met with Library staff to increase relevant subject specific books with higher LGBT and BME content.          LD also met with Alletta Norval to put university policy regarding this issue in place.          LD: has been working on the BME attainment gap project with RG through The Student Engagement Partnership.</p> <p><b>8.3 Against Cuts to Education</b>          LD: We have not undertaken much action on this. There is a UCU ballot for strike action and an article has been produced for our website to explain this to students. The ballot will be closed soon and we will need to decide a stance if strike action occurs. MB: add to the agenda for next meeting</p> <p><b>8.4 Against cuts to the NHS</b>          LD: Policy will be taken to NUS national Conference.          TL: The policy notes that funding is not available for paramedics and other non-nursing students travelling to placement (union believes 9.). This is incorrect.          LD: This section of the policy is what the union 'believed' and may include historical inaccuracy. This should be addressed if the policy is resubmitted. The available funding may not be available for all students on placement.</p> <p>MC has been working with the advice team to support and inform students about learning support fund to support students who have lost grants etc. (this sits within against cuts to education)</p> <p>9. Executive Officer Updates:          9.1 Mary Copsey (VP Business and Law)          9.1.1 Part Time jobs Fair is complete and has received positive feedback from employers and the Group Chat.          9.1.2. Carers awareness has included collaboration with the activities team and give it a go sessions including self-care and tea parties.</p>	<p>MB</p>
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<p>Dementia Friend training is coming up.          Parent and Carers society has launched          Childcare support and breastfeeding facilities are planned.          Information about available support such as reasonable adjustments is planned.</p> <p>9.1.3 Business blogs are ongoing and promotion is ongoing.</p> <p>9.1.4 Rent campaign: working with FLY on 'find a flatmate' events in February.          International housing guide is in development and feedback has been given by international office.</p> <p>9.1.5 International support campaign: Student consultation has been undertaken to establish levels of knowledge about the support available. Promotion of available support is ongoing through newsletters and building links between SU and international students.</p> <p>ACW: Is the information available in one place?          MC: Ideally information will be held in one place although SU and Uni provision will still remain separate. The 'package' is not a literal package but includes academic support and assessment offences video carried out in semester 1. There will also be a focus on inclusion in SU events that are not uniquely marketed to international students such as Global Week. A tile on Canvas would help but IT provision is slower than hoped.          MH: have you met with activities re: international inclusion in Global Week?          MC: Yes I have had meetings with the team and sit on the Global Week and other relevant working groups and have also secured funding support from the university. Please let us know other events that are during global week to include them in the discussions.          LD: Have you spoken to International Office about external promoter events; an international night may be upcoming?          MC: I have already met with TM but can raise this with International Office to share with students.          LD: I will pass on some relevant research to you</p>	<p>MC</p> <p>LD</p>
<p><b>9.2 Laura Douds (President)</b></p> <p>9.2.1. Rent campaign: Currently reviewing survey results (just under 500 respondents). I have met with Daniel Zeichener MP and he will take the report forward when it is completed. We also met with Vicky Ford MP to seek support although this is uncertain.</p> <p>9.2.2 LGBT History months are set up and should be in calendars (LD to check/ forward invitations)</p> <p>9.2.3. Christmas Companionship: 6 students came to the event including a parent with their child, trans students and international students. Costs were low and the impact for this cost was worthwhile.</p>	<p>LD</p>



9.2.4 VC recruitment

LD and MH met with Anglia Ruskin University Vice Chancellor candidates and have provided feedback. SU involvement has been valuable and was not automatically included in the process.

9.2.5 ARU SU CEO recruitment

Organising aspects of this process has been time consuming.

MT received some very positive feedback from students who attended the Christmas Companionship event.

**9.3 Fraser Luther-Yarwood**

9.3.1 Peer Mentoring

The money allocated for this project is now returned to the SU budget as the university will be funding the project as 'welcome buddies' and recruitment will be starting soon.

9.3.2 #Love Societies will be relaunching soon and the Society of the March award will launch in February.

9.3.3 Working with MC on the Find a Flatmate events in February; 18<sup>th</sup> (Cambridge) and 12<sup>th</sup> (Chelmsford)

9.3.4 Park and Ride: With support from environment team seeking to get a student discount for Chelmsford and Cambridge. An app for car-pooling is available and will be promoted.

9.3.5 Library changes and reduced fees will be launched soon and an article will be provided online.

9.3.6 Hot food in Young Street: A meeting is planned for 14th February to bring microwave and kettle to Young Street. FLY hopes to bring the Peterborough model to Young Street – This was established in December and new vending machines and a hot food selection has been provided!

9.3.7 Part time students who work on placements have varied rules on council tax support and we will collaborate with the university to produce a statement and support for students who are able to claim a rebate

9.3.8 SSLC feedback supports a 24hr opening for the medical school and this will be raised with security (with faculty support). Discussions are ongoing

<p>9.3.9 SSLC accessibility will be supported by the trialling of Big Blue Button technology which allows for online participation.  ACW: How will this be promoted to students?  FLY: Invites will include this option.  TL: This technology can include video or audio only options.</p> <p>9.3.10 FLY has been meeting with faculty and volunteering team to increase volunteering for education courses as they do not have placements.</p> <p><b>9.4 Matt Hayes (VP Science and Engineering)</b></p> <p>9.4.1 There has been no further progress on the drug harm reduction policy.  MH to seek responses from David Walmsley and inform LD to chase up , if none is received</p> <p><b>9.5 Amanda Campbell-White (VP Arts Humanities and Social Sciences)</b></p> <p>9.5.1 Best Night Out events are planned for Chelmsford and Cambridge, with a focus on drugs and alcohol use.</p> <p>9.5.2 A bar / catering proposal paper is in development for submission to the VC.</p> <p>9.5.3 A body positivity working group has been established and a panel was held in Semester 1 with strong discussion – this has led to a society being established  An Instagram take over week will be held to support body positivity and the Executive Committee are encouraged to submit videos. There will also be a showcase in collaboration with several societies in February.</p> <p>9.5.4 De-stress fest planning has been taking place with several departments across the university. Executive Committee are encouraged to lead activities or be involved.</p> <p>9.5.5 Community project; working with MC and taking donations to local charities. This has been very well received and will be repeated.</p> <p>9.5.6 All AHSS Course Reps will be visible on course canvas home pages – this has taken some time and is a big win.</p> <p>9.5.7 SSLCs now include activities and SU events as an agenda item.</p>	<p>MH / LD</p>
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<p>10.</p>	<p><b>10. Campaign Rep Updates:</b></p> <p><b>10.1 Niamh Cubitt: LGBT+ Students' Rep (Cambridge)</b>  Pronoun Badge Campaign: The badges have arrived ready for LGBT history month and a page on the website will be developed. This will include a link to provide feedback on the badges (they are currently a trial).  Executive committee supported this initiative  MT: Students have already asked about this project and seem enthusiastic.</p> <p><b>10.2 Blessing Raimi: BME Students' Rep (Cambridge)</b>  Will be meeting BME networks and advocates to work on collaborative initiatives.</p>	
<p>11.</p>	<p><b>11. Faculty Reps Updates:</b></p> <p><b>11.1 LD on behalf of Alex Mead</b>  We will be arranging a faculty forum.</p> <p><b>11.2 Tiegan Lawson: HEMS Faculty Rep (Cambridge)</b></p> <p>11.2.1 The Young Street survey received 73 responses. Highlights showed an ongoing need for a kettle and microwave and a meeting is arranged with faculty staff to resolve this. Also working to establish social space in Young Street</p> <p>11.2.2. Interview and testing days are often quiet and students do not engage verbally – TL will develop a video to support new students.</p> <p>11.2.3 Trying to arrange speakers for International nursing day in March.</p> <p><b>11.3 Ben Morris: HEMS Faculty Rep (Chelmsford)</b></p> <p>11.3.1. Working on paramedic care package campaign. Collaborating with UEA SU and hosting a vision visit. Supporting LD to take a motion to NUS Conference.</p> <p>11.3.2 Trying to arrange a meeting with placement teams to resolve some placement concerns.</p> <p>11.3.3 Meeting with lecturers who are based in offices which students cannot access has been raised as a concern. BM met with Matt Webster to consider options.</p> <p>11.3.4 Paramedic Society will be arranging speakers for LGBT history month to discuss Trans and LGBT healthcare issues.</p>	

<p>12.</p>	<p><b>12. Budget updates</b></p> <p>12.1 LD: Over £1000 has been returned to the Campaigns budget leaving around £1500 available for requests.</p> <p>12.2 MC: Budget request for £210 for 2 x International Students games event, supported by the International Office and faculty (they have agreed to pay £200) in classrooms. Previous events held by International office had attendance of around 100 students per campus. MC budget is based on the amount spent by International Office to provide events like this.</p> <p>ACW: Have you spoken to Rhys?</p> <p>MC: Yes.</p> <p>MH: This should be held in SU spaces</p> <p>MC: I can propose this to International Office.</p> <p>MC: Resources purchased for this could be reused at other events. This might include larger flags or paper etc for activities. I will check with International Office what they will provide.</p> <p>Refreshments will be for events throughout the semester.</p> <p>LD: This seems a lot of money – Do we need to spend this amount? Does food need to be provided? Could a society do this cheaper? What is the purpose of this?</p> <p>MB: Are any other large requests likely to come forward?</p> <p>LD: Rent campaign may need to put in a request. Suggestion to move onto MH budget request and revisit afterwards.</p> <p>12.3 MH: Budget request for drug harm testing kits</p> <p>Votes: For: LD, ACW, MC, FLY, MH, RA, NC, TL, BM, BR, MT, AM (By Proxy)</p> <p>Against: None</p> <p>Abstentions: None</p> <p>MH leaves</p> <p>12.4 LD: Return to MC budget - any further questions?</p> <p>BM: Food is a good incentive to get people to attend, but this seems expensive to run 2 nights. I like the idea and the reason behind it, but the cost is too high.</p> <p>MC: Food would not be ordered until attendance is confirmed online so the bigger spend would only occur if numbers are confirmed.</p> <p>Votes: For: LD, ACW, MC, FLY, RA, TL, BR, MT, AM (By Proxy)</p> <p>Against: BM</p> <p>Abstentions: NC, MH (By Proxy)</p>	<p>MC</p>
<p>13.</p>	<p><b>13. AOB:</b></p> <p>EH: Those who have not yet done so, please collect your hoodies</p>	