



Executive Committee Meeting Minutes
28/11/18 14:00 – 16:00

Item No		Action
1	<p>1.1 Attendance</p> <p>Fraser Luther-Yarwood Vice President (Health, Social Care, Education and Medical Science) Chair</p> <p>Amanda Campbell-White Vice President (Arts, Humanities and Social Sciences)</p> <p>Matt Hayes Vice President (Science and Engineering)</p> <p>Kyia Thompson Women's Rep (Cambridge)</p> <p>Laura Douds President</p> <p>Niamh Cubitt LGBT+ Students' Rep (Cambridge)</p> <p>Mary Copsy Vice President (Business and Law)</p> <p>Tatiana Sapiano FHSCE Faculty Rep (Chelmsford)</p> <p>Rafael Araujo LAIBS Faculty Rep (Cambridge)</p> <p>Ben Morris FMS Faculty Rep (Chelmsford)</p> <p>Rose Guy Campaigns and Education Enhancement Coordinator</p> <p>1.2 Apologies</p> <p>Alex Mead AHSS Faculty Rep (Cambridge)</p> <p>Blessing Raimi BME Students' Rep (Cambridge)</p> <p>Vesela Mihova International Rep (Cambridge)</p> <p>Courtney-Lee Collins Women's Rep (Chelmsford)</p> <p>Jamie Smith S&E Faculty Rep (Cambridge)</p> <p>Tiegan Lawson FHSCE Faculty Rep (Cambridge)</p>	

	<p>1.3 Absences</p> <p>Tavonga Magwenzi FST Faculty Rep (Chelmsford) Miranda Gayle Black & Minority Ethnic (BME) Students' Rep (Chelmsford) Juliet Onuoha Disabled Students' Rep (Cambridge) Iqrah Afzal LAIBS Faculty Rep (Chelmsford) Antonio Dimitrov LGBT+ Students' Rep (Chelmsford) Louis Abou Nader International Rep (Chelmsford) Angela Sizer Disabled Students' Rep (Chelmsford)</p>																													
2	<p>2.1 Acceptance of Previous Minutes</p> <p>The minutes of the previous were accepted with one correction: Ben Morris was in attendance at the 31/10/18 Exec Committee meeting.</p> <p>2.2 Matters Arising Actions: 31st Oct, 2018</p> <table border="1" data-bbox="159 929 1206 2002"> <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 Still ongoing</td> </tr> <tr> <td></td> <td>LD to address concerns around the carers support fund</td> <td>LD</td> <td>Flagged with Student Services; ongoing</td> </tr> <tr> <td></td> <td>Halal food: LD to ask new uni staff to mark food appropriately</td> <td>LD</td> <td>Ongoing, to meet with Mark Brett</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>(absent)</td> </tr> <tr> <td>4.1.4</td> <td>PTJF: FLY to confirm where money will go from non-attenders</td> <td>FLY</td> <td>Decided not to charge companies, so there was no money to transfer over</td> </tr> <tr> <td>4.1.7</td> <td>KT to meet with Donna-Louise Cobban to clarify existing procedures/consider</td> <td>KT</td> <td>(absent); ACW meeting with KT on Friday,</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 Still ongoing		LD to address concerns around the carers support fund	LD	Flagged with Student Services; ongoing		Halal food: LD to ask new uni staff to mark food appropriately	LD	Ongoing, to meet with Mark Brett		Student nurses 1:1's TL to check and gather feedback re: Trust policy	TL	(absent)	4.1.4	PTJF: FLY to confirm where money will go from non-attenders	FLY	Decided not to charge companies, so there was no money to transfer over	4.1.7	KT to meet with Donna-Louise Cobban to clarify existing procedures/consider	KT	(absent); ACW meeting with KT on Friday,	
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 Still ongoing																											
	LD to address concerns around the carers support fund	LD	Flagged with Student Services; ongoing																											
	Halal food: LD to ask new uni staff to mark food appropriately	LD	Ongoing, to meet with Mark Brett																											
	Student nurses 1:1's TL to check and gather feedback re: Trust policy	TL	(absent)																											
4.1.4	PTJF: FLY to confirm where money will go from non-attenders	FLY	Decided not to charge companies, so there was no money to transfer over																											
4.1.7	KT to meet with Donna-Louise Cobban to clarify existing procedures/consider	KT	(absent); ACW meeting with KT on Friday,																											

	appropriateness re: ARU Bullying policy		KT to meet with DLC following week
3	Exec to get in touch with Exec Members who have expressed an interest in different policy	Officers	Ongoing
5	LD to leave business cards in each office for Exec to pick up and share with students.	LD	Completed – Rent Survey business cards are available on both campuses
	Exec are asked to share & encourage students to fill in the (Rent) survey.	Exec	Completed - exec is sharing via social media
	History Months: Exec agreed to share events for all the activities	Exec	Ongoing
5.4	Society Skills – MH to speak with BM to see what would be most appropriate for Chelmsford	MH	Bring in Gareth to the conversation, ongoing (carried over)
	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	NC/MH	NC met with course reps following their SSLCs where issue was raised
6.3	MT to speak with Rose Guy about getting pronoun badges for students	MT	Completed with RG and NC
7.1	JS to take forward bike issue (locks)	JS	(absent)
7.2	Faculty rep: MH to meet with TM	MH	Completed, MH and TM met
7.3	AM to speak with FLY re: buddy scheme. LD to put Alex in touch with Comms.	AM/FLY/LD	Rescheduled to 29/11. ACW requested to be in this meeting.
8	BM & LD to meet with BD to develop a draft policy re: Paramedic Support	LD/BM/BD	Ongoing

	9	LD to circulate Essex CCG reaching Chelmsford students email	LD	Carried over	
	<p>2.3 Terms of Reference RG clarified there are no changes since the last meeting. Introductions were done when RA entered the room.</p>				
3.	<p>Pronoun Badge Campaign MT introduced the project plan for the Pronoun Badge Campaign. Campaign to have pronoun badges ‘he/him’, ‘she/her’, ‘they/them’ following feedback from Minority Forum. Will help to make people feel more comfortable for their pronouns and open conversations about why these are needed. This will be a trial period during LGBT+ History Month 175 he/him badges, 175 she/her badges, 150 they/them LD asked if it cost more money for more designs MT said there is a flat price for 500 badges LD suggested blank badges for those who might not use he/she/they or for wiggle room NC responded that this is a trial phase to see how it goes and later there may be more scope for designs</p>				
4.	<p>Policy Ideas 4.1 Deal or No Deal Presented by MC MC said that Deal or No Deal is a policy related to Brexit, putting it out there to gauge students’ opinions about the Brexit deal and what kind of Brexit there will be. Following Group Chat, there is impact for students’ education with Brexit. The policy will look specifically at Brexit’s effect on students. RA brought up students’ concerns, particularly those who are international, who will be affected.</p> <p>4.2 Student Sex Workers Presented by LD and ACW LD presented that NUS did research that found that 7% of students worked in the sex industry during their studies. Policy will help to protect students who are doing sex work. It will clarify our policies and stances on what we actively need to do to support these students. ACW added that she recently published an article on the website about student sex workers that signposts students to resources. BM asked what the plan is for the policy itself, is it to put on events or to clarify stance of the union?</p>				

	<p>LD responded that this is why they want some help. It might be that ‘when appropriate to, we will take action’ i.e. when there is an opportunity for a demo/protest, article, or something to take a stance on. Wouldn’t necessarily look like a full campaign. It would not be a policy to make someone run a campaign, but rather a stance we can continue to maintain.</p> <p>BM said it would be nice to link to advice service having literature available for student support.</p> <p>4.3 Drug Harm Reduction Presented by MH</p> <p>MH presented that he is looking into drug harm reduction following the NUS research, ‘Taking the Hit’ which looked at student drug use which indicates that <i>all</i> universities have drug use so we should approach this.</p> <p>This policy would be about providing students information about drug harm reduction.</p> <p>MH said that Student Services (David Walmsley) was supportive but they didn’t have money available now and would support following</p> <p>BM asked if MH had spoken to external organisations who could provide kits.</p> <p>MH said that the companies were occasionally more business-oriented instead of charity driven and so requested expensive amounts to provide leaflets.</p> <p>BM asked if MH spoke to Steve from Open Road.</p> <p>MH to speak to Open Road.</p>	MH
5	<p>Books+ Policy No further comments from this raised point.</p>	
6	<p>Executive Officer reports</p> <p>6.1 President: LD Written report submitted. Officer team meeting with Vicky Ford, Chelmsford MP. DHM has started and events will be on FB shortly (already on website) Activities team are supporting Xmas Companionship(?) MH and LD are helping recruit new dean for FSE MH asked if Xmas Companionship was on both campuses. LD responded that just Cambridge, because there isn’t someone else to run in Chelmsford. As a trial, LD to make sure it is useful. MC suggested that Int’l Office are doing an Xmas meal for Chelmsford students.</p> <p>6.2 Vice President (Business & Law) Written report submitted</p>	

<p>MC said that Carers' Campaigns are happening this week with charities in attendance.</p> <p>To add to report: MC has recorded a video with FBL to make a video about assignment offenses and prevention of offenses.</p> <p>6.3 Vice President (Health, Education, Medicine & Social Care)</p> <p>Written report submitted.</p> <p>Meeting upcoming with ACW and AM, and FLY is now on the Buddy Working Group to help the university consolidate these peer mentoring schemes across faculties.</p> <p>#LoveSocieties survey is now live to be presented at Societies forums. Currently 11 responses, 7 of whom are from Chelmsford.</p> <p>Meeting with TL and the faculty about Young Street.</p> <p>Efforts in Peterborough to improve their facilities. Team Anglia to help bring sports to P'boro campus.</p> <p>Library focus group happened – opening hours are arranged the year prior around university deadlines, but late additions are too late to change hours.</p> <p>LD mentioned that students on social media are concerned about this and asking her repeatedly.</p> <p>FLY to update on social media and via course reps.</p> <p>BM asked if the library knew the dates in advance, why are they unable to change these hours now?</p> <p>FLY said that the deadlines were changed at a later date and the library was not aware at that time.</p> <p>BM asked if the library was doing anything about it now they know about the new dates.</p> <p>FLY said that with staffing, this is not possible as it is all done in advance.</p> <p>ACW mentioned that faculties need to be more communicative with libraries to let them know all deadlines, even those for late starters</p> <p>FLY said that the library was very supportive of changing hours around deadlines but just needed to know enough in advance.</p> <p>MH asked about decision to close #LoveSocieties surveys on the day of the forums.</p> <p>FLY responded that the surveys would close in order for the activities team to take the feedback into forums and get more detailed feedback on specific issues.</p> <p>MH concerned about timing and FLY being too ambitious to get the turnaround on data.</p> <p>FLY mentioned that there isn't an anticipated high response for data.</p> <p>MH suggested FLY aim higher about numbers of responses.</p>	<p>FLY</p>
--	------------

<p>BM suggested pushing it at forum and putting data out at the next forum to have higher uptake.</p> <p>RG clarified that the data would not be completely analysed by forum, but steer discussion around prominent themes.</p> <p>LD suggested it would not be unreasonable to arrange this data by forum – could it still be open following forum?</p> <p>FLY to keep survey open following forum to allow students to contribute, but still take data into forum to guide conversation.</p> <p>Survey is now posted to Exec chat and is available on Societies page.</p> <p>MC returned to conversation about library and deadlines in term times considering students in her faculty.</p> <p>MC to meet with FLY to talk about library deadlines from her faculty.</p>	<p>FLY</p> <p>MC/FLY</p>
<p>(MC and RA left Executive Committee for FBL commitment)</p>	
<p>6.4 Vice President (Science & Engineering)</p>	
<p>Written report received.</p> <p>Further updates: Access Denied has had big changes since written report. Comms team helped designed posters for Compass House to talk about the update which is that there is 24/7 access until end of term.</p> <p>David Walmsley agreed to help with testing kits but does not currently have the funding.</p> <p>MH updated on P'boro Group Chat and some concerns they have around netball team, microwave, and contact with Uni/SU.</p> <p>FLY meeting with Andrea Cheshire surrounding P'boro microwave.</p>	
<p>6.5 Vice President (Arts, Humanities & Social Sciences)</p>	
<p>The paper that was circulated was an outdated update (the update for October).</p> <p>Body Positivity panel is happening on 10/12/18, request to share from exec.</p> <p>BNO/BNI being planned for next semester.</p> <p>BNO in Chelmsford happened and there will be a meeting to arrange Chelmsford BNO activities for next semester.</p> <p>FLY said that Gareth Thompson's presence was fantastic for getting students involved and suggested staff/Activities team involvement.</p> <p>ACW said she would love staff involvement but they are often out of staff working hours and many staff find it difficult to stay out of hours.</p>	<p>Exec</p> <p>ACW/FLY/BM/M H</p>
<p>LD said that staff do not have a right to respond in exec so it might be a conversation to have separately.</p> <p>TS suggested BNO on a weekend in order to get more people involved.</p>	<p>LD/ACW/BD</p>

	ACW/MH responded that this impacts staff resources in terms of 92 being open and were trying to do things on student nights.	
7	<p>Campaign Rep Updates</p> <p>7.1 – Cambridge Trans Rep, Michael Turner No further update from written update.</p> <p>7.2 Cambridge LGBT+ Rep, Niamh Cubitt Supported on Collier Road campaign.</p> <p>7.3 Cambridge Women’s Rep, Kyia Thompson Over 700 people used the gate on the Tuesday between 4-6. Over 550 people used the gate on Thursday between 5-7. ACW recommended getting a written statement from security supporting the campaign following positive. LD recommended the manager of the security team, Greg Dumbrell. KT to contact security and get a statement.</p>	KT
8.	<p>Faculty Rep Updates</p> <p>8.1 AHSS (AM) Written update provided.</p> <p>8.2 HEMS (TL) Written update received. FLY updated on the Young Street one question survey. 63 responses, still open on social media.</p> <p>8.3 HEMS (TS) Plans to bring ideas to next exec.</p> <p>8.4 HEMS (BM) Simon Dady mentioned the learning support fund campaign at an HEA conference and linked up with universities who were trying to do similar things. SD circulated BM’s details to other universities’ student reps following the conference. Phone call with LD around NUS conference policy/campaigns to upvote this as a discussion at conference in April. Update to follow. BNO in Chelmsford was a success and Open Road came along.</p>	

	<p>Med students were getting pressure to take over MedSoc but were going to create Anglia Ruskin Medical Student Society, and GT meeting with medical students to make this an SU society.</p> <p>Student feedback about office movements in paramedic science, things moving from Sawyers to William Harvey to combine with midwives and nurses. Meeting at 5pm 28/11 to discuss.</p> <p>FLY and BM met with Deputy Dean in HEMS to streamline communications alongside NMC standards, trying to get students allowed to attend SSLCs with 'standdowns'. BM trying to get student representation Student Experience and Retention group (check acronym).</p> <p>FLY to check times for FEC/StEER and see who can attend what.</p> <p>BM to figure out Chelmsford babychange facilities and if they are gendered or gender-neutral.</p> <p>LD inquired about all the different medical societies and the idea of medical council. BM responded that the umbrella medical council would be great to present ideas and then each part does their own thing. There is some navigating to do with medical students, but medical council would provide communication and collaboration.</p> <p>BM asked about Bar and Beyond promoting themselves on campus following Evoke's closing. He was asked about it about BNO by security.</p> <p>MH and ACW to pass that to commercial team.</p>	<p>FLY/BM/TS BM</p> <p>MH/ACW</p>
9.	<p>Big Ideas & New Policies Starred items</p>	
10	<p>Budget Requests Not quorate.</p> <p>10.1 Christmas Companionship £50 requested. LD to provide refreshments for the Xmas Companionship campaign for students still on campus during Xmas. Posters to be produced in-house.</p> <p>10.2 Pronouns Campaign £50 requested. NC and MT taking £25 each from their own campaigns budget and asking for a further £50 for badges. BM queried if 500 badges is a lot or not enough. MT responded that with the trial it will help cover four campuses. NC also said that if they could buy them mid-January then it can launch in LGBT+ History Month.</p> <p>MB to send out budgets and voting electronically as we are not quorate.</p>	<p>RG/MB</p>

11	Any Other Business LD asked for any other feedback/questions from Books+ Chat to be sent to her. NC asked about how the new Books+ scheme going to int'l students will be communicated to international students who don't have Books+ now. LD clarified that int'l students will get ebooks but not cash due to not being accountable to this money.	All
12	Date and Time of Next Meeting: Wednesday 30 th January, 2019 2-4 pm.	