



Faculty Voice Committee (FVC) and Liberation, Equality, Diversity and Inclusion Committee (LEDIC)

23rd July 2019, 10am – 12pm

Welcome, apologies and absences	Matt Hayes	<i>To note</i>	<i>Verbal</i>
Minutes of the last meeting	Matt Hayes	<i>To approve</i>	<i>87/19</i>
Actions and matters arising from last meeting	Matt Hayes	<i>To discuss</i>	<i>88/19</i>
Terms of reference	Megan Bennett	<i>To note</i>	<i>Verbal</i>
Crisp packet recycling	Ashleigh Jackson	<i>To discuss</i>	<i>Online</i>
Sustainability Training/Media Law Training	Emma Howes	<i>To discuss</i>	<i>Verbal</i>
Committeements	Emma Howes	<i>To discuss</i>	<i>Verbal</i>
NUS Support for Campaign Reps	Matt Hayes	<i>To discuss</i>	<i>Verbal</i>
Executive Officer reports <i>Update on campaigns, projects, policy and ideas</i>			
President	Matt Hayes	<i>To discuss</i>	<i>Verbal</i>
Vice President (Business)	Mary Copsey	<i>To discuss</i>	<i>Verbal</i>
Vice President (Health, Education, Medicine & Social Care)	Fraser Luther-Yarwood	<i>To discuss</i>	<i>Verbal</i>
Vice President (Science & Engineering)	Siobhan Fouche	<i>To discuss</i>	<i>Verbal</i>
Vice President (Arts, Humanities & Social Sciences)	Amanda Campbell White	<i>To discuss</i>	<i>Verbal</i>
Campaign Rep updates	All	<i>To discuss</i>	<i>Verbal</i>
Faculty Rep updates <i>An opportunity for all representatives to discuss their projects and campaigns</i>	All	<i>To discuss</i>	<i>Verbal</i>
Big Ideas* <i>New ideas to be discussed and taken forward</i>		<i>To note/discuss</i>	
New Policies* <i>A discussion of any recently passed policy</i>	All	<i>To note/discuss</i>	

Budget <i>An update on the budget and an opportunity to consider any requests</i>			
Campaign & Faculty Reps	Matt Hayes	<i>To approve</i>	<i>89/19</i>
Random Acts of Kindness	Matt Hayes	<i>To approve</i>	<i>90/19</i>
AOB <i>Any other business</i>	Matt Hayes		
Date of next meeting			
TBC			

*Starred items will only be discussed if there are items under these headings

Executive Committee Meeting Minutes

29.05.19 14:00 – 15:30

Item		Action
1	<p>1.1 Attendance</p> <p>Amanda Campbell-White Vice President (Arts, Humanities and Social Sciences)</p> <p>Ben Morris HEMS Faculty Rep (Chelmsford)</p> <p>Matt Hayes (Chair) Vice President (Science and Engineering)</p> <p>Michael Turner Trans Students' Rep (Cambridge)</p> <p>Niamh Cubitt LGBT+ Students' Rep (Cambridge)</p> <p>Observers</p> <p>Emma Howes Engagement Manager</p> <p>Megan Bennet ARU London SU Manager / Democracy Coordinator</p> <p>Hannah Belcher 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>Fraser Luther-Yarwood Vice President (Health, Education, Medicine & Social Care)</p> <p>Laura Douds President</p> <p>Mary Copsey Vice President (Business and Law)</p> <p>Tiegan Lawson HEMS Faculty Rep (Cambridge)</p> <p>1.3 Absences</p> <p>Angela Sizer Disabled Students' Rep (Chelmsford)</p> <p>Antonio Dimitrov Disabled Students' Rep (Cambridge)</p> <p>Courtney-Lee Collins Women's Rep (Chelmsford)</p> <p>Iqrah Afzal B&L Faculty Rep (Chelmsford)</p> <p>Jamie Smith S&E Faculty Rep (Cambridge)</p> <p>Kyia Thompson Women's Rep (Cambridge)</p> <p>Louis Abou Nader International Students' Rep (Chelmsford)</p> <p>Miranda Gayle BME Students' Rep (Chelmsford)</p> <p>Vesela Mihova International Students' Rep (Cambridge)</p> <p>Rafael Araujo B&L Faculty Rep (Cambridge)</p> <p>Roy Magwenzi S&E Faculty Rep (Chelmsford)</p> <p>Tatiana Sapiano HEMS Faculty Rep (Chelmsford)</p>	

2	<div><div>2.1 Acceptance of Previous Minutes</div><div>The minutes of the previous meeting were accepted with a change to 4.5 – The £60 budget request for the Drugs testing kits has already been passed.</div><div>2.2 Matters Arising</div><table><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>7.1</td><td>JS to take forward bike issue</td><td>JS</td><td>No further update – this is no longer relevant</td></tr><tr><td>4.3</td><td>MH to speak to Open Road re: Drug Harm Reduction policy</td><td>MH</td><td>Campaign progress does not yet allow this to move forward.</td></tr><tr><td>8.4</td><td>BM to check if Chelmsford baby-change facilities are gendered or gender-neutral</td><td>BM</td><td>Signage notes ‘nursing mothers and baby change’. BM to share further info.</td></tr><tr><td>4.1</td><td>Committeements: LD to compile a list of meetings and possible places for reps to attend.</td><td>LD</td><td>Incomplete. MH to carry this forward for 2019/20</td></tr><tr><td>7.1</td><td>KT to email RG re: NSS Faculty/Staff concerns</td><td>KT</td><td>Incomplete</td></tr><tr><td colspan="4">New actions:</td></tr><tr><td>5.1</td><td>Exec to support online promotion of gender definitions panel</td><td>EXEC</td><td>Panel cancelled.</td></tr><tr><td>4.5</td><td>To discuss faculty feedback (Ruskin Modules)</td><td>JS/MH</td><td>Incomplete. Module trailblazer upcoming</td></tr><tr><td>7</td><td>To check with SD re: food costs for conference</td><td>MC</td><td>Complete</td></tr><tr><td>8</td><td>Promotion of Group Chat</td><td>EXEC</td><td>Complete</td></tr><tr><td></td><td>To share voter registration drive info on Exec Page</td><td>RG</td><td>Complete</td></tr></tbody></table><div>2.3 Terms of reference</div><div>No changes have been made to the terms of reference</div></div>	ITEM	ACTION	OWNER	UPDATE	Carried over actions:				7.1	JS to take forward bike issue	JS	No further update – this is no longer relevant	4.3	MH to speak to Open Road re: Drug Harm Reduction policy	MH	Campaign progress does not yet allow this to move forward.	8.4	BM to check if Chelmsford baby-change facilities are gendered or gender-neutral	BM	Signage notes ‘nursing mothers and baby change’. BM to share further info.	4.1	Committeements: LD to compile a list of meetings and possible places for reps to attend.	LD	Incomplete. MH to carry this forward for 2019/20	7.1	KT to email RG re: NSS Faculty/Staff concerns	KT	Incomplete	New actions:				5.1	Exec to support online promotion of gender definitions panel	EXEC	Panel cancelled.	4.5	To discuss faculty feedback (Ruskin Modules)	JS/MH	Incomplete. Module trailblazer upcoming	7	To check with SD re: food costs for conference	MC	Complete	8	Promotion of Group Chat	EXEC	Complete		To share voter registration drive info on Exec Page	RG	Complete	<div>BM</div> <div>MH</div>
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3.	<p>3. Proposed Change to Bye-Laws</p> <p>3.1 EH: The change would be to increase flexibility in the timing of National Conference Delegates election, which is currently held in the first semester.</p> <p>MH: Would this mean that an incumbent officer re-running in the March election, who wanted to be a NCD would need to run two campaigns at the same time?</p> <p>EH: That is something we would need to consider. The change does not specify when the election would need to be held, just that it would be held annually.</p> <p>MB: The vote will be held online as we are not quorate.</p>	
4.	<p>4. Executive Officer Updates</p> <p>4.1 Laura Douds (President) Report taken as read – No questions</p> <p>4.2 Fraser Luther-Yarwood (Vice President; Health, Education, Medicine and Social Care) Report taken as read – No questions</p> <p>4.3 Mary Copsey (Vice President; Business and Law) Report taken as read – No questions</p> <p>4.4 Matt Hayes (Vice President; Science and Engineering) MH: Report taken as read I have had no response to my emails to the Police and Crime Commissioner. ACW: what will you do if you continue to receive no response? MH: I will contact Daniel Zeichner (Cambridge MP) and Vicky Ford (Chelmsford MP).</p> <p>4.5 Amanda Campbell-White (Vice President; Arts, Humanities and Social Sciences) Report taken as read – No questions</p>	
5.	<p>5. Campaign Rep Updates</p> <p>5.1 Michael Turner and Niamh Cubitt Reports taken as read – No questions</p>	
6.	<p>6. Faculty Rep Updates</p> <p>6.1 Ben Morris (HEMS Faculty Rep; Chelmsford) BM: Recently we have had issues with OSCE assessments and this has been referred to Academic Regulations to acquire a resit for this final Paramedic exam.</p>	

	<p>As part of the Paramedic support campaign Adam Kenningham-Brown (Lecturer / Post graduate student / society member) has been involved in letter writing to MPs and has been receiving responses. The official review relating to nursing bursaries did not cover paramedics in its remit and would need tabled for discussion by a parliamentary spending review. BM will be meeting with UCU to further this project and push for public and government attention.</p> <p>ACW: UEA have been posting online about this issue.</p> <p>BM: UEA have been promoting a survey and we will also be sharing online and through FPT</p> <p>MH: We would like to raise this with our local MPs: Daniel Zeichner (Cambridge) and Vicky Ford (Chelmsford)</p> <p>BM: I will share the correspondence with MPs so far</p> <p>6.2</p> <p>MB: JS has been working on an issue with deadlines in the new timetable (UGMP hand in on Monday after Easter Holidays). Has there been any update?</p> <p>MH: An email response has been received from Paul Baxter (Academic registrar). MH summarised the response and will forward for reference (attached).</p> <p>NC: Monday still feels an unsuitable day – Wednesday or another day might be more appropriate.</p> <p>BM: Lecturers are still going to want to book holiday over the Easter Break.</p> <p>ACW: Wouldn't messaging your lecturer a couple of days before hand in seem late?</p> <p>MH: This is also giving longer to complete work.</p> <p>NC: Small queries can be late but very useful. If lecturers are, for example, on sabbatical in Semester 1, support might be needed later in Semester 2. Practical courses may also have different expectations.</p> <p>ACW: Was there a specific course you were referring to?</p> <p>NC: Film and Media (Lecturer: Zeilinger) suffered from this</p> <p>ACW: I will investigate.</p> <p>NC: The i-centre will also be very busy if there are other deadlines at the same time.</p> <p>MH: The Friday of Week 12 is often busy and this separates dissertations from other hand ins.</p> <p>ACW: Many will also be moving to online submission.</p> <p>MH: I do not expect this will change and the trade-off of extra time means that the hand in is a Monday.</p>	<p>BM</p> <p>MH</p> <p>ACW</p>
7.	<p>7. Policy</p> <p>7.1 Against Education Cuts</p> <p>MH noted the Union Resolves.</p> <p>MH: These seem to suggest 'as and when' actions rather than immediate actions. There is a government review coming out and this may impact fees. Differential fees are thought to be part of</p>	

the paper (eg: cheaper Arts degrees and more expensive Science subjects). When the results of the review are released we will look back to this policy and react accordingly.

ACW: Political societies may be relevant to our policy

MB: It is appropriate for some policies to be more reactive and stance based.

NC: Some societies may well not run next year due to low committee numbers – this needs to be considered when thinking about how we will work with them.

7.2 Against NHS Cuts

MH: This policy links to BM work with UEA – who will be here next year in this role?

BM: I can give a hand over to Imogen Lay, Tiegan Lawson and Ashleigh Jackson

BM: Hertfordshire University are pulling paramedics from bank holiday shifts – We will continue to cover these shifts as ‘out of hours’ work, but better access to mental health services (currently limited to 6 sessions and office hours) is needed for placement students.

MH: This can be raised at student wellbeing steering group.

BM: I would also like to promote personal tutoring staff to undertake Mental Health First Aid training.

MH: Laurie Butler has told us that the university stance demands a clear line made between tutors and counselling / wellbeing teams.

BM: The concern is for placement students who may need quicker access to support

MH: Drop in sessions will probably be the best placed

BM: Promotion and contact details for this service should be made very clear.

7.3 Brexit

ACW: Much of ‘Union Resolves’ work has been happening. MC has been in regular contact with international office and the recent EU election voter drive occurred. This may be another more reactionary policy.

MH: Agreed – this policy will respond to the situation as it changes.

7.4 Drug Harm Reduction

MH: AM has sent his thoughts on this policy (attached – Appendix 1). He would like clarification of the policy’s intentions and has questioned the link to equality and diversity. He noted that he does not support this policy.

MH: The policy may not be clear in its aims: The intention is to prevent students from dying due to contaminated drugs and the unregulated drugs industry. It links to equality and diversity as the NUS ‘Taking the Hit’ report noted that the students most likely to self-medicate are LGBT, trans and disabled students. The details are contained in the project proposal.

MH: AM also notes that ‘students already know that they are taking drugs’. The intention of the kits is to ensure that the actual content of the product is as expected, and to expose contamination. 100% of students who buy drugs are probably intending to take them. If one person tests and finds

MH

	<p>something unexpected and does not take their drugs this may prevent harm. The use of these kits promotes the welfare of our students – one of our charitable objectives.</p> <p>HB: The re-framing of the project for the university audience may help to adjust the perception of this project.</p> <p>MH: I will send my paper which details the project for us to discuss.</p> <p>ACW: AM notes that he does not wish to vote for the policy – the vote has already happened.</p> <p>MB: We have clarified with AM that the policy has already been passed at the Group Chat.</p> <p>7.5 Equal Access to Education</p> <p>MH: I intend to work with the VC Roderick Watkins on this.</p> <p>ACW: AHSS have set up an attainment gap working group and I can address this policy through the group.</p> <p>MT: I would recommend looking at successful examples eg: Cardiff University implementation of this policy.</p> <p>MH: Good examples include full fee waivers and other support. I will explore this further.</p> <p>7.6 Sustainability Awareness</p> <p>MH: How do people feel about the reduction of printing relating to The [Executive] Election?</p> <p>NC: increased budgets increase printing – perhaps training on social media would help. £50 per officer role is a lot to use, but a cap on printing within that would be very difficult to manage.</p> <p>MH: Campaign training / creative campaigning support would help.</p> <p>MB: This is already in the training but we can push this more and provide more alternative / skills based sessions.</p> <p>BM: A printing limit would be challenging to enforce but reducing the printing is the right message.</p> <p>NC: Could we limit the number of designs people can use / encourage QR codes etc?</p> <p>MB: We are unlikely to be enforcing more rules due to issues with implantation but training, support and guidance will be the way we move forward.</p> <p>7.7 Protecting Student Sex Workers.</p> <p>MT: This is a great policy.</p> <p>ACW: I intend to continue working on this policy in the next year.</p> <p>MH: Have you considered resources from eg: charities?</p> <p>ACW: Yes. The last sexual respect working group was cancelled but I will be using that group to keep working on this policy and the incoming Women's Rep will be on this committee as well.</p> <p>BM: Number 3 on Union Resolves notes fitness to practice cases. Has this happened here?</p> <p>MH: Not that we are aware of, but other institutions have experienced this.</p> <p>BM: Would the advice team be working on the basis of this policy?</p> <p>EH: Advice team advocacy is strictly based on academic regulations but they will be aware of the policy.</p>	<p>MH</p> <p>MH</p>
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	<p>MT: I would suggest involving Keeva Doyle; the incoming Trans Rep, as trans women and women of colour are particularly relevant to this policy.</p> <p>7.8 Trans Inclusion in Sport</p> <p>MH: I have recently raised this policy with Martin Beaver (the Head of Sport).</p> <p>ACW: All committees for sports clubs now have to have a 'welfare officer'</p> <p>MH: We want to speak with team ARU to encourage 'inclusivity' training for their welfare officers.</p> <p>MT: I'm working on a resource for coaches which I will pass on when it is complete.</p> <p>7.9 Wheels in Motion</p> <p>MH: FLY is working hard on this and it is an ongoing piece of work.</p> <p>7.10 Meaningful Mental Health Campaigns</p> <p>MH: We are looking at 2 priority campaign next year: rent and a mental health campaign. These will not be 'awareness' campaigns.</p> <p>7.11 TEF</p> <p>MH: This is a difficult policy to work on as we are part of the TEF process and it is a legal requirement of our university status. We will continue to voice concerns about what the TEF is and how it is used in meetings, committees etc. The university agree that TEF is not a good measure of teaching quality.</p>	<p>MH MT</p>
8.	<p>8. Budget requests</p> <p>8.1 A Bloody Mess</p> <p>ACW: Currently HEMS give out free menstrual products (is this also true in Chelmsford?)</p> <p>BM: I will check.</p> <p>ACW: I would like this to be a whole university approach and I have requested £1050 from the campaigns budget to bring free menstrual projects to the SU spaces. I have written a proposal for the wellbeing committee to fight period poverty, acknowledging that the SU cannot keep providing this service long term as it is not financially sustainable.</p> <p>MT: I have tried to deliver a similar campaign in the past and faced challenges from the security staff.</p> <p>MH: We have a new security team now so we hope to move forward.</p> <p>BM: This is a great project! If HEMS can do this why can't the others?</p> <p>ACW: HEMS bid for this money and each faculty delivers student experience activities and support in different ways. I hope this policy will push all faculties to follow HEMS lead.</p> <p>MB: Please vote online in the next 48 hours for budget requests and changes to the bye-laws. Comment if you want to further the conversation.</p>	<p>BM</p> <p>EXEC</p>

	<p>9. Any Other Business</p> <p>BM: Some students presenting work to an individual lecturer feel that their marks are likely to be affected by the lecturer they are presenting to. Does this happen in other faculties?</p> <p>NC: This can be affected by not understanding how their marks are allocated or what they are being assessed on</p> <p>BM: The lack of marking rubric makes this more difficult. I would have expected moderation to pick up discrepancies, but lecturers seem to mark either harshly / easily and these marks seem to hold.</p> <p>ACW: This could be picked up in FPT meetings.</p> <p>MH: I would expect 2 members of staff to be present for a presentation assessment.</p> <p>BM: All of ours are recorded so that they can be second marked, but the discrepancies still seem to remain.</p> <p>MH: Can we action FLY to pick this up with HEMS FPT / BM.</p> <p>MB: June Executive Committee meeting will be moved due to Officer Residential Training. Do we want a June meeting / social event / pub / wrap up.</p> <p>BM: Pub sounds good!</p> <p>NC: BR has noted a potential budget request in her update – will this be covered?</p> <p>MB: This was already passed in the April vote.</p> <p>MH: She therefore has £100 available to spend (if she has not spent her pre-agreed Campaign Rep allocation) so there is no need for another vote.</p> <p>MB: I will ask online and I expect we will not have a meeting, but will consider options and ask Executive Committee to make a decision.</p> <p>MH Closed the meeting.</p>	<p>FLY / BM</p>
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Appendix 1:

Statement from Alex Mead regarding the Drugs Harm Reduction policy

The Drugs Harm Reduction and Education Policy needs to be carefully scrutinised as there are a number of areas that need to be properly discussed. I recognise and support the need to provide education on the impact of drugs, but the policy itself could lead to a slippery slope, and it is unclear what the overall intention is of the policy, and whether it is just to appease those who make a conscious decision to break the law. I fail to see the link between the university commitment of valuing diversity and promoting equality with this drug policy. I fail to understand what benefit or purpose the drugs test kit has when those choosing to take drugs know they are consuming drugs in the first place. A drugs test kit does not educate students, it only confirms that they are on drugs. Therefore, more information on this drugs test kit needs to be provided for further discussion and scrutiny. Though I advocate education on the impact of drugs, it must always be emphasised that even though it exists, it is still against the law, and we have a duty as citizens to ensure that we are law aiding. The first aim should be to prevent illegal drug use and only then we can focus on drugs harm reduction and education. We must not provide an avenue to appease illegal drugs users, because they are ultimately criminals at the end of the day. We must first understand the impact and harm of drugs, educate this to students, and then implement policy accordingly while trying to prevent it in general as government legislation clearly states. This policy only provides students with a way to break the law, and does not educate them at all, especially as they already know they are consuming drugs. This policy would only appease and justify users to continue taking drugs. Under the Misuse of Drugs Act 1971, the following is prohibited:

- Possession of a controlled drug unlawfully.
- Possession of a controlled drug.
- Supplying or offering to supply a controlled drug.
- Allowing premises you occupy or manage to be used unlawfully for the purpose of producing or supplying controlled drugs.

Overall, I cannot support the funding or passing of this policy, and I cannot associate myself with a policy that could make the university and the SU responsible for negative impact this policy might have. Our first aim should be to prevent before anything else.

Actions & Matters Arising

29th May 2019

ITEM	ACTION	OWNER	UPDATE
Carried over actions:			
8.4	BM to check if Chelmsford baby-change facilities are gendered or gender-neutral	BM	Signage reads 'nursing mothers and baby change'. BM to share further info.
4.1	'Committee-ments': LD to compile a list of meetings and possible places for reps to attend.	LD / MH	Incomplete. MH to carry this forward for 2019/20
New actions:			
6.1	BM to share MP correspondence relating to Paramedic Support Campaign with MH and ACW	BM	
6.2	MH to forward response from Paul Baxter regarding UGMP deadlines 2020	MH	
6.2	ACW to investigate lack of tutor support for dissertation students in BA Film and Media	ACW	
7.2	MH to raise concerns about placement student access to counselling services at the Wellbeing Steering Group	MH	
7.4	MH to share detailed proposal for Drugs Harm Reduction Project for discussion with HB.	MH	
7.5	MH to explore examples of good practice at other SUs relating to the Equal Access to Education Policy.	MH	
7.8	MH to raise 'inclusivity training' as a suggestion for sports team welfare officers	MH	
7.8	MT to share resources for sports coaches relating to inclusivity when completed.	MT	
8.1	BM to confirm availability of free menstrual products through HEMS in Chelmsford	BM	
8.1	All Executive Committee Members to vote on Budget requests and Changes to Bye-Laws within 48 hours.	EXEC	
9.	FLY & BM to raise concerns about presentation marking processes in HEMS FPT meeting.	FLY / BM	

Campaigns Budget Request

Please submit alongside project plan or update

Name: Matt Hayes

Role:

President

Dates: Whole year

Which campaign is this

Date of Executive

for?: PTO Kickstart

Committee:

23/07/2019

What are you delivering?	Estimated Cost	What you need and why you need it:
£50 for each Part Time Officer	£1,100.00	Each PTO having a £50 budget set aside will allow them to run small scale events without having to wait for an Exec meeting
Total Requested	£1,100.00	

Campaigns Budget Request

Please submit alongside project plan or update

Name: Matt Hayes

Role:

President

Dates: Whole year

Which campaign is this

Date of Executive

for?: N/A

Committee:

23/07/2019

What are you delivering?	Estimated Cost	What you need and why you need it:
Small purchases - e.g. sweets/fruit to hand out to students, tea/coffee to hand out over exam period.	£200.00	A small budget to be used for ad-hoc/impromptu purchases aimed at kind acts towards students. This will allow us to be more reactive with our work rather than having to plan months ahead of time (which can be difficult at busy times).
Total Requested	£200.00	