

Executive Committee (FVC and LEDIC) Minutes; 6<sup>th</sup> August 2020  
12:00-13:00

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="233 701 1350 1552"> <tbody> <tr><td>Izzy Woodcock</td><td>Women's Rep (Cambridge)</td><td>Ap</td></tr> <tr><td>Carla Straw</td><td>Women's Rep (Chelmsford)</td><td>P</td></tr> <tr><td>Fatima Lakhani</td><td>Vice President: Arts, Humanities and Social Sciences</td><td>P</td></tr> <tr><td>Omkar Singh</td><td>Vice President: Business and Law</td><td>P</td></tr> <tr><td>Rohit Dhyani</td><td>International Students' Rep (Cambridge)</td><td>P</td></tr> <tr><td>Sara Hoxhaj</td><td>B&amp;L Faculty Rep (Chelmsford)</td><td>P</td></tr> <tr><td>Abdullahi Idris</td><td>BME Students' Rep (Cambridge)</td><td>P</td></tr> <tr><td>Avinash Miriyam</td><td>President (CHAIR)</td><td>P</td></tr> <tr><td>Olu Onasanya</td><td>HEMS Faculty Rep (Chelmsford)</td><td>P</td></tr> <tr><td>Aina Bashir</td><td>International Students' Rep (Chelmsford)</td><td>A</td></tr> <tr><td>Imogen Lay</td><td>HEMS Faculty Rep (Chelmsford)</td><td>P</td></tr> <tr><td>Moh Sufyaan</td><td>S&amp;E Faculty Rep (Cambridge)</td><td>P</td></tr> <tr><td>Riya Gadhavi</td><td>Vice President: Health, Education, Medicine and Social Care</td><td>P</td></tr> <tr><td>Em Long</td><td>Vice President: Science &amp; Engineering</td><td>P</td></tr> <tr><td>Cristina Ionita</td><td>B&amp;L Faculty Rep (Cambridge)</td><td>P</td></tr> <tr><td>Bethany Miller</td><td>HEMS Faculty Rep (Cambridge)</td><td>P</td></tr> <tr><td>Matt Hayes</td><td>AHSS Faculty Rep (Cambridge)</td><td>Ap</td></tr> <tr><td>Shubham Singh</td><td>Disabled Students Rep (Cambridge)</td><td>P</td></tr> </tbody> </table> <p><b>1.1.2 Observers</b></p> <table border="1" data-bbox="233 1637 1350 1767"> <tbody> <tr><td>Emma Howes</td><td>Engagement Manager</td><td>P</td></tr> <tr><td>Rachel Wilkenson</td><td>Democracy &amp; Campaigns Coordinator</td><td>P</td></tr> <tr><td>Rose Guy</td><td>Education Enhancement and Campaigns Coordinator</td><td>P</td></tr> </tbody> </table> <p><b>1.2 Minutes of the last meeting</b> AM / RW: Identified location on the website and purpose of the minutes</p> <p><b>1.3 Actions Arising</b> RW: The actions from the previous team have been completed or are not relevant to the new Executive committee team.</p>	Izzy Woodcock	Women's Rep (Cambridge)	Ap	Carla Straw	Women's Rep (Chelmsford)	P	Fatima Lakhani	Vice President: Arts, Humanities and Social Sciences	P	Omkar Singh	Vice President: Business and Law	P	Rohit Dhyani	International Students' Rep (Cambridge)	P	Sara Hoxhaj	B&L Faculty Rep (Chelmsford)	P	Abdullahi Idris	BME Students' Rep (Cambridge)	P	Avinash Miriyam	President (CHAIR)	P	Olu Onasanya	HEMS Faculty Rep (Chelmsford)	P	Aina Bashir	International Students' Rep (Chelmsford)	A	Imogen Lay	HEMS Faculty Rep (Chelmsford)	P	Moh Sufyaan	S&E Faculty Rep (Cambridge)	P	Riya Gadhavi	Vice President: Health, Education, Medicine and Social Care	P	Em Long	Vice President: Science & Engineering	P	Cristina Ionita	B&L Faculty Rep (Cambridge)	P	Bethany Miller	HEMS Faculty Rep (Cambridge)	P	Matt Hayes	AHSS Faculty Rep (Cambridge)	Ap	Shubham Singh	Disabled Students Rep (Cambridge)	P	Emma Howes	Engagement Manager	P	Rachel Wilkenson	Democracy & Campaigns Coordinator	P	Rose Guy	Education Enhancement and Campaigns Coordinator	P	
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	<p><b>1.4 Terms of Reference</b> RW: noted the terms of reference for the Executive Committee</p>	
2.	<p><b>2. Items for Discussion</b> <b>2.1 Election of the Deputy President / Chair</b> AM: Noted the need for a deputy president to chair the meeting and deputise in the absence of the president. RW: Called for nominees EL nominated and was approved by vote of the committee. AM: Congratulations and thanks to EL</p>	
5.	<p><b>5 Executive Officer Reports</b> AM introduced the expectation of Officers giving updates to the committee.</p> <p><b>5.1 VP: Business and Law</b> OS: Faculty of B&amp;L will be including OS updates in their monthly newsletter. OS is also providing updates via social media.</p> <p><b>5.2 VP: Science and Engineering</b> EL: This update will usually be in the form of a paper via google docs (link shared in the chat). EL: Focussing on the Fresher's period and welcoming students. Currently seeking feedback on expectations and wants for Fresher's. Also looking for feedback and support to encourage students to nominate themselves for Course Rep roles and will assess progress over the nominations period.</p> <p><b>5.3 VP: Arts, Humanities and Social Sciences</b> FL: Looking at events suitable for a new style of Fresher's. Gathering student feedback on Fresher's expectations and thoughts on BLM movement support during Fresher's and throughout the year. Will work with OS on this and would welcome ideas. OS: This also extends to a campaign to support students with academic offences particularly for international students. Al: We have been reaching out to current students to share messages of reassurance to new BME students joining ARU. Responses have been very low so far and we will need to give time to get a wider student group engaged. I would like to tag and mention Exec team members on line to show our unity as a team.</p> <p><b>5.4 VP: Health, Education, Medicine and Social Care</b> RG: I will be working on accommodation and engage with the HEMS faculty</p> <p><b>5.1 President</b> We will be working on mental health and sustainability as team campaigns. We have met with ARU sustainability teams. Also working on a project to improve communication with SU, course reps and university. Looking to give a thorough intro to new students at fresher's on all SU departments SS: Communication with students will be very important at fresher's Cl: On my degree the title does not reflect the content and we have raised this for 3 years. It is very important for us to have a good course rep to help communicate these issues.</p>	

	<p>RG: The Rep Coordinators will be delivering tailored course rep promotion and hopefully this will get effective reps in roles. Please pass on course specific concerns to them to help support you.</p> <p>SS: As a course rep especially for January intake, students do not always give feedback on issues.</p> <p>RW: Rep Coordinators can help you with Course Rep specific concerns – these are not managed through the executive committee</p> <p>OS: There is a communication gap with some course reps and we can help to bridge this gap.</p>	
4.	<p><b>4. Faculty and Campaign Rep Updates:</b></p> <p><b>4.1 HEMS Faculty Rep Cambridge</b></p> <p>BM: I have been supporting faculty staff to plan for September intake and the COVID situation. I will be picking up a campaign from Emma Scriven (previous disabled student’s rep) to continue her work on raising support and improving experiences for those with hidden disabilities. I hope to get some sunflower lanyards – these identify hidden disabilities for eg: extra support in supermarkets.</p> <p>RG: We have the sunflower lanyards in the SU offices and will be able to use them without spending any extra budget! Once we are able to access the office space we can help to distribute and signpost to these.</p> <p><b>4.2 B&amp;L Faculty Rep Chelmsford</b></p> <p>SH: I support the sunflower lanyard project.</p> <p>I hope to organise on campus employability events, but may need to adapt these to online due to COVID. I have been using Instagram and have had questions from students. I have been signposting them where I can.</p> <p>AM: I will also support the sunflower lanyard project and would like to meet with those interested in being involved.</p> <p>Action: AM, SH, BM and EL to meet and discuss options for sunflower lanyard project</p> <p><b>4.3 B&amp;L Faculty Rep Cambridge</b></p> <p>CI: Last year I worked on a money focussed festival to bring money education to students and want to continue this work.</p> <p>I am working with ARU to deliver workshops on this and with a friend will be developing an app to link campuses and share professional practices and job opportunities.</p> <p>I am available for fresher’s meet ups to build engagement with the SU.</p> <p><b>4.4 HEMS Faculty Rep Chelmsford</b></p> <p>IL: Main campaigns will be support for parent students. New NHS bursaries should be helpful and I want to make sure students have knowledge of how to access these.</p> <p>I will also work with BM to push for increased inter-disciplinary learning through FPT meetings.</p> <p>I am keen to be ‘present’ (where possible) and hold meet ups with course reps and HEMS students.</p>	AM / SH / BM / EL
6.	<p><b>6. Team Campaigns</b></p> <p>AM: Our team campaigns are mental health and sustainability.</p> <p>EL: Our team campaigns will be developed in the campaign workshops later today</p>	

	<p>SH: The campaigns should be kept separate and not run as one – this might be confusing or less engaging for students.</p> <p>SS: I agreed, mental health is important</p> <p>IL: We need to push for more sustainability for both students and staff. I mentioned at the last group chat, university staff tend to use single use cups at meetings and maybe we need to talk to the university and ARUGreen about providing free or discounted ARU keep cups.</p> <p>FL: Just to clarify, mental health and sustainability will be run as two different campaigns</p> <p>MS: One of the wins from last year was a win of over 100 sheets of printing per week reduced in FSE – I would like to continue this work.</p> <p>With mental health it is important that we recognise the need to get students to actually engage in any mental health campaign, otherwise it is not effective.</p> <p>EL: The 2 ideas are separate campaigns. We will make suggestions for projects throughout the year then the campaigns workshop executive committee meetings is where we would collaborate on different projects</p> <p>SH: On campus mental health services are available and working with them and signposting will be important.</p>	
9.	<p><b>9. Budgets</b></p> <p>RW: As an Executive Committee you have a budget to spend on campaigns which you want to run. This is currently £4000 (which is slightly reduced from last year and may change).</p> <p>There is a proposal to allocate £920 – giving each campaign and faculty rep £40 to use without seeking approval from Executive committee.</p> <p>SH: What happens to the remaining budget?</p> <p>RW: This would be decided by bidding and Exec voting to allocate to campaigns.</p> <p>IL: To clarify: we get £40 no question, and if you want more, you put in a budget request that gets voted on.</p> <p>RG: Yes as long as it is spent in the interests of students – we can help you buy things or you can claim back (relevant) spending from your £40 allocation.</p> <p>SH: Is there a limit on budget requests and would this be a good idea to prevent one team member or campaign overspending.</p> <p>RW: There is no budget limit as one campaign may be supported by all members and may need to spend several thousand pounds. The request and voting process allows you to discuss / query and vote on budget requests.</p> <p>RG: Not all budget requests will pass.</p> <p>EH: Votes are also required to be quorate in order to pass</p> <p>BM: Please vote and attend as it is very frustrating when non-quorate votes happen.</p> <p>Members submitted votes to RW.</p> <p>The budget request for £920 was approved 12 votes (Y) to 1 vote (N).</p>	
10.	<p><b>10. AOB</b></p> <p>AM: Does anyone have any other business?</p> <p><b>10.1</b></p> <p>EL: Can we have an action point for every member to suggest an event or provision for Fresher's please?</p> <p>BM: Is this for online or on campus?</p> <p>EL: both if possible with accessibility in mind.</p> <p>SH: Can you give us some guidance as to what might be possible on campus?</p>	

	<p>EL: Current government guidelines would need to be adhered to eg: 2 meters distance, to let an event take place.</p> <p>Action: All members to suggest an event or provision for Fresher's – by email e.long@angliastudent.com.</p> <p><b>10.2</b></p> <p>AM: Thanks to all and we will wrap up the next meeting here. The next meeting will be scheduled soon.</p> <p>RW: Thanks all for voting and contributing.</p>	All
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Matters Arising: 06/08/20			
Minute	Action	Responsible	Update
4.2	Members to meet and discuss options for sunflower lanyard project	AM, SH, BM, EL	
10.1	All members to suggest an event or provision for Fresher's, by email to e.long@angliastudent.com	All	