

Executive Committee (FVC and LEDIC) Minutes; 22<sup>nd</sup> March 2021  
10:00-12:00

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" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 30%;">Avinash Miriyam</td><td style="width: 60%;">President (CHAIR)</td><td style="width: 10%;">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 &amp; Law</td><td>P</td></tr> <tr><td>Riya Gadhavi</td><td>Vice President: Health, Education, Medicine, and Social Care</td><td>A</td></tr> <tr><td>Emily Long</td><td>Vice President: Science and Engineering</td><td>P</td></tr> <tr><td>Matt Hayes</td><td>AHSS Faculty Rep</td><td>A</td></tr> <tr><td>Sara Hoxhaj</td><td>B&amp;L Faculty Rep (Chelmsford)</td><td>A</td></tr> <tr><td>Cristina Ionita</td><td>B&amp;L Faculty Rep (Cambridge)</td><td>A</td></tr> <tr><td>Imogen Lay</td><td>HEMS Faculty Rep (Chelmsford)</td><td>P</td></tr> <tr><td>Olu Onasanya</td><td>HEMS Faculty Rep (Chelmsford)</td><td>P</td></tr> <tr><td>Bethany Miller</td><td>HEMS Faculty Rep (Cambridge)</td><td>P</td></tr> <tr><td>Lucy Barton</td><td>HEMS Faculty Rep (Cambridge)</td><td>P</td></tr> <tr><td>Bennitta Benny</td><td>HEMS Faculty Rep (Peterborough)</td><td>A</td></tr> <tr><td>Eufa Taylor</td><td>S&amp;E Faculty Rep (Chelmsford)</td><td>A</td></tr> <tr><td>Moh Sufyaan</td><td>S&amp;E Faculty Rep (Cambridge)</td><td>A</td></tr> <tr><td>Olubenga Oluwatominiyi</td><td>BME Students Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Abdullahi Idris</td><td>BME Students Rep (Cambridge)</td><td>A</td></tr> <tr><td>Shubham Singh</td><td>Disabled Students Rep (Cambridge)</td><td>A</td></tr> <tr><td>Aina Bashir</td><td>International Students Rep (Chelmsford)</td><td>A</td></tr> <tr><td>Rohit Dhyani</td><td>International Students Rep (Cambridge)</td><td>A</td></tr> <tr><td>Charlotte Fraser-Williams</td><td>LGBT+ Students Rep (Chelmsford)</td><td>A</td></tr> <tr><td>Kat Persaud</td><td>LGBT+ Students Rep (Cambridge)</td><td>A</td></tr> <tr><td>Calli Dale</td><td>Trans Students Rep (Cambridge)</td><td>A</td></tr> <tr><td>Izzy Woodcock</td><td>Women's Rep (Cambridge)</td><td>A</td></tr> </table> <p><b>1.1.2 Observers</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 30%;">Emma Howes</td><td style="width: 60%;">Engagement Manager</td><td style="width: 10%;">Ap</td></tr> <tr><td>Rachel Wilkenson</td><td>Democracy &amp; Campaigns Coordinator</td><td>P</td></tr> <tr><td>Ellie Robley</td><td>Education Enhancement and Campaigns Coordinator</td><td>P</td></tr> </table> <p><b>1.2 Terms of Reference</b> There have been no changes to the terms of reference.</p>	Avinash Miriyam	President (CHAIR)	P	Fatima Lakhani	Vice President: Arts, Humanities, and Social Sciences	P	Omkar Singh	Vice President: Business & Law	P	Riya Gadhavi	Vice President: Health, Education, Medicine, and Social Care	A	Emily Long	Vice President: Science and Engineering	P	Matt Hayes	AHSS Faculty Rep	A	Sara Hoxhaj	B&L Faculty Rep (Chelmsford)	A	Cristina Ionita	B&L Faculty Rep (Cambridge)	A	Imogen Lay	HEMS Faculty Rep (Chelmsford)	P	Olu Onasanya	HEMS Faculty Rep (Chelmsford)	P	Bethany Miller	HEMS Faculty Rep (Cambridge)	P	Lucy Barton	HEMS Faculty Rep (Cambridge)	P	Bennitta Benny	HEMS Faculty Rep (Peterborough)	A	Eufa Taylor	S&E Faculty Rep (Chelmsford)	A	Moh Sufyaan	S&E Faculty Rep (Cambridge)	A	Olubenga Oluwatominiyi	BME Students Rep (Chelmsford)	Ap	Abdullahi Idris	BME Students Rep (Cambridge)	A	Shubham Singh	Disabled Students Rep (Cambridge)	A	Aina Bashir	International Students Rep (Chelmsford)	A	Rohit Dhyani	International Students Rep (Cambridge)	A	Charlotte Fraser-Williams	LGBT+ Students Rep (Chelmsford)	A	Kat Persaud	LGBT+ Students Rep (Cambridge)	A	Calli Dale	Trans Students Rep (Cambridge)	A	Izzy Woodcock	Women's Rep (Cambridge)	A	Emma Howes	Engagement Manager	Ap	Rachel Wilkenson	Democracy & Campaigns Coordinator	P	Ellie Robley	Education Enhancement and Campaigns Coordinator	P	
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### 1.3 Minutes of the last meeting

The minutes were accepted as accurate.

### 1.4 Actions Arising

ITEM	ACTION	OWNER	UPDATE
<b>Carried Over Actions: August Campaigns Workshop</b>			
	Short proposal for a 'hygiene rating'-style sustainability audit scheme	SH, EL	Ongoing- moved to sustainability working group with IL.
	Collaborate with Cambridge on carbon footprint app.	MS	Ongoing- has been postponed for the time being but moving forward with Cambridge City Council.
	Find out canteen plans for food waste.	RNG	ON HOLD.
	Updates from the Mental Health Steering Group	FL	Ongoing- will circulate outcomes of strategy meeting first week of March.
	Investigation into mental health resources for Chelmsford students for signposting	OS	Ongoing
<b>Carried Over Actions: October Campaigns Workshop</b>			
	EL to share proposal and timeline for sustainability campaign / sustainability working group.	EL	Complete.
<b>New Actions: January Campaigns Workshop</b>			
	OS to investigate options for collecting data on the reasons students access Counselling appointments at the University.	OS	Ongoing. Waiting for response from University.
	Review resources available to students for their Mental Health and Wellbeing on Canvas	Officers	Ongoing on a faculty level
	OS to ask David Walmsley about how FIKA is being utilised.	OS	Complete
	IL and OS to investigate if there will be events for University Mental Health Day on 4 <sup>th</sup> March or if they should consider hosting one.	IL/OS	Complete

	Let RW know if you are interested in participating in the NUS Liberation Conference	All	Complete
	If you are interested in running for re-election or want to chat about the election, contact RW.	All	Complete
	If you did not receive your hoody yet, email your preferred address to ER so we can send them when we return to the office.	All	Ongoing
<b>Carried Over Actions: February Administrative Workshop</b>			
	Contact OS about issues surrounding timeliness of materials posted to canvas.	CI	Ongoing
	Confirm money available to individual members of exec and report back via TEAMS channel.	RW	Complete. £48 for each rep without approval from exec, there is more money in the pot that can go through the exec approval process.
	Consider ways to spend budget to improve student experience.	All	Ongoing
	Contact RW with any ideas for policy for April Group Chat	All	Ongoing- Policy due by April 1 <sup>st</sup> and you must meet with Rachel before submitting.
<p><b>3. Items for Discussion</b></p> <p><b>3.1 Return to Campus</b></p> <p>EL: I just want to discuss what your expectations are for returning to campus, from the university, from the SU, etc. What would be encouraging you to return to your studies, or what would be discouraging you from returning? Particularly around Welcome Week.</p> <p>IL: Chelmsford is commuter heavy; people are concerned around transport. IL has a badge to park on campus, other students may have to take public transportation and they may not be comfortable doing so, so they will stay online.</p> <p>EL: Aside from that, what would bring you in and what would you expect?</p> <p>IL: The library, I suppose. I think the uni needs to be more in control of what is happening. The campus sees a lot of traffic from non-students (i.e.: people walking dogs, going for social walks, etc.) but there are times when there is no social distancing and I think that is a concern and needs a little bit more enforcement.</p> <p>EL: The Uni is relying on the Student News Blog to spread information about this. Is that working?</p> <p>IL: No. It does not work. Canvas is the only platform that students HAVE to use, so the most students see it because they do not have to go out of their way to see things.</p>			

	<p>BM: I agree with Imogen, I spend all my time on Canvas. It differs for different people, but I think My.Anglia is good for anyone logging on to a uni computer, but is anyone using a uni computer, is anyone on campus?</p> <p>OO: Yeah, Canvas.</p> <p>EL: I can take that back to the uni comms team. What do you want to see on your return to campus? Any other ideas?</p> <p>IL: Free food! The best event the uni has ever done was the winter festival, where they had free pancakes, and pizza, and mulled wine. Students will come for free food.</p> <p>BM: One expectation would be for students to actually wear their masks. I've been to the library and literally no one had their mask on properly. I think some students are still very anxious about this. It needs to be enforced more.</p> <p>EL: Has anyone heard of the Student Safety Ambassadors? They are students employed by ARU who are supposed to be monitoring safe behaviours on campus.</p> <p>IL: Should this be taken to a wider student audience?</p> <p>ER: There is a new process to determine the best way to approach these things, so we can look at that.</p> <p>IL: Can you buy masks on Campus if you forget one?</p> <p>EL: You can get a one-use mask for free at the welcome desks, and receptions. Are there any other ideas? Thanks everyone.</p>	
2.	<p><b>2. Campaign Ideas</b></p> <p><b>2.1 Violence Against Women</b></p> <p>BM: With what has happened recently in the news there has been a lot of questions raised as to what we are doing and backlash on social media. There is an Instagram account that has been started that challenges the normalcy of sexual violence. There was one post a few days ago around sexual harassment at universities and the city of Cambridge was 6<sup>th</sup> on the list of UK University towns. 88% of female students in Cambridge have been sexually harassed during their time here. I think we need to raise awareness, are people aware of what to do? Do they know how to get help? They are not going to sit there googling options, so I have a few ideas and I would love to discuss it. Some examples I have found from other universities:</p> <p>St. Andrews in Scotland have started a pilot scheme of compulsory classes on consent.</p> <ul style="list-style-type: none"> <li>- We have too many students for this, but we could have something on My.Anglia around consent.</li> </ul> <p>Harsher punishments for attackers.</p> <ul style="list-style-type: none"> <li>- I think ARU has quite a strict policy but not a lot of people are reporting. 10% are reporting to university OR police. So why aren't people reporting it?</li> </ul> <p>More resources</p> <ul style="list-style-type: none"> <li>- We have a good counselling service at ARU, but you have to let them know what the issue is before you can have an appointment.</li> </ul>	

Do students know how to report things? Or do they have to root through the website to find it?

- Poster reminders on campus that explains things.

Things to consider from discussion:

- These things are great to have in place but if students do not feel comfortable reporting, then there is no point.
- Consider all narratives that are being pushed on students, including the narrative that attackers are rarely punished.
- An article, web banner- including the various platforms/channels but not having the confidence to raise those concerns.
- Safezone app is not effective.
- Safety is not a priority on the ARU app, we can get a campus map with one click but it takes 4 or 5 to get to the phone number for 24-hour security.
- Audit of the information on safety features of the app. One page paper with recommendations.
- Lighting issues around Campus- particularly Chelmsford. There was a successful campaign by a Women's Rep a few years ago in Cambs to get more lighting around Campus.
- Safezone app- space and battery issues for some people.
- Would be worth communicating with uni and asking how many times the app is used, how many people have it, where is the boundary? (i.e.: Will the uni respond if someone is in town?)
- Safezone app alternatives for off-campus 'Where you at'

2.2 Give it a Grow.

EL: I just wanted to gauge Exec's opinions on a sustainability/distress project before I put in a formal budget request. It was one session during Sustainability Week, but it started as a research project in the beginning of the academic year. It is beneficial for students so I would like to put together little packs of seeds, pots, etc. I want to investigate the cost of sending out boxes so students can grow their own plants.

IL: This idea was really lovely in person during De Stress Fest a few years ago. I think it works best in person because you can decorate your own pot, have chats, and be able to pick your own seeds, etc.

Things to consider:

A blended approach to any events- contact Activities Team to discuss.

Guest speakers who are experts- Cambridge botanical garden, etc.

	<p><b>4. Updates</b></p> <p><b>4.1 Emily Long VPFSE</b> I just wanted to update on the new Counsellor for the counselling and wellbeing service- so availability should be improved. They are hiring someone from a BME background so that they can help students from all backgrounds more effectively.</p> <p>Let's Destress has now been brought out into the rest of the year. The artwork for all those events are done so when anyone from the SU runs a Destress event, they can be advertised under the same idea so it will be easier for students to find.</p> <p><b>4.2 Imogen Lay Faculty Rep HEMS Chelmsford</b> International Nurse's day is May 12<sup>th</sup> so we can give our student nurses some real appreciation. We're working to figure out the events, but they will all be blended on and off campus. If anyone has any good, fun ideas, to give our nurses the support they need, please let us know. There will be a budget request coming for this.</p>	
9.	<p><b>9. Any other business</b></p> <p><b>9.1 The April Group Chat</b> April Group Chat is April 21<sup>st</sup>! It is expected that all of exec will be in attendance for this so please let RW know ASAP if you will be in attendance. Any policy ideas you want to submit must go through Rachel and be submitted by April 1<sup>st</sup>. There is a policy outline on our website, but you should book in time with Rachel or Emma to go over it before it is submitted.</p> <p><b>9.2 Date of Next Meeting</b> The next meeting will be a Administrative Exec Committee in April. It will be towards the end of the month as usual; a doodle poll will be circulated soon to determine the exact date and time.</p> <p><b>9.3 Global Week</b> Global Week is this week, there is a free rice competition going, winner gets an Amazon voucher. There are lots of online activities to get involved in. Global Showcase is also happening, dance, singing, fashion, art forms.</p> <p><b>9.4 Closure</b> RW thanked everyone for coming.</p>	All

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	Short proposal for a 'hygiene rating'- style sustainability audit scheme	SH, EL	Ongoing- meeting scheduled for next week.
	Collaborate with Cambridge on carbon footprint app.	MS	Ongoing- has been postponed for the time being but moving forward with Cambridge City Council.
	Find out canteen plans for food waste.	RNG	ON HOLD. Awaiting gov announcement (22/2) to determine how/if to move forward.
	Updates from Mental Health Steering Group	FL	Ongoing- will circulate outcomes of strategy meeting first week of March.

	Investigation into mental health resources for Chelmsford students for signposting	OS	Ongoing
Carried Over Actions: January Campaigns Workshop			
	OS to investigate options for collecting data on the reasons students access Counselling appointments at the University.	OS	Ongoing. Waiting for response from University.
	Review resources available to students for their Mental Health and Wellbeing on Canvas	Officers	Ongoing on a faculty level
	If you did not receive your hoody yet, email your preferred address to ER so we can send them when we return to the office.	All	Ongoing.
Carried Over Actions: February Administrative Exec			
	Contact OS about issues surrounding timeliness of materials posted to canvas.	CI	Ongoing
	Consider ways to spend budget to improve student experience.	All	Ongoing
	Contact RW with any ideas for policy for April Group Chat	All	Ongoing- Policy due by April 1 <sup>st</sup> and you must meet with Rachel before submitting.
New Actions: March Campaigns Workshop			
	Contact JHH (or David Walmsley) for best contact for SafeZone App data	RW	
	Liaise with interested members of exec (MS, LB, IL) to consider workload of audit and next steps.	BM	
	Schedule a meeting with BM & ER to discuss and complete Campaign Project Plan	RW	COMPLETE
	Submit budget request for Give it A Grow.	EL	
	Discuss possible blended approach to events around Give it A Grow with Activities Team	EL	
	Consider external guest speakers for Give it A Grow.	EL	
	Contact IL with ideas for International Nurse Appreciation Day	All	
	Confirm attendance for Group Chat with RW	All	
	Contact RW with any policy proposals before submission deadline of April 1 <sup>st</sup> .	All	