|  |  |  |  |
| --- | --- | --- | --- |
| Item | Action | Owner | Update |
| Carried over from August Campaigns Workshop | | | |
|  | Blog article about how to get to zero-waste / low-waste shopping around Cambridge and Chelmsford (e.g. markets, Re-Fill, Full Circle, Arjuna [maybe Daily Bread in Arbury? Although many students unable to get there]) | EL, IL | Ongoing: Maps of these locations are being produced for each campus and then a video will be made |
|  | Short proposal for a ‘hygiene rating’-style sustainability audit scheme | SH, EL | Ongoing |
|  | Collaborate with Cambridge on carbon footprint app | MS | Ongoing |
|  | Sustainability Week Plan / Sustainability Calendar | Officers | Ongoing: Sustainability Working Group has been created and can become a regular update on the agenda for future exec meetings |
|  | Find out canteen plans for food waste | RNG | Ongoing: Meeting scheduled |
|  | Updates from the Mental Health Steering Group | FL | Ongoing |
|  | Investigation into mental health resources for Chelmsford students for signposting | CS | Ongoing: reviewing pathways available.  MIND is reverenced on our website |
| Carried over from October Campaigns Workshop | | | |
|  | EL to share proposal and timeline for sustainability campaign / sustainability working group | EL | Ongoing: Has been sent to working group for approval |
| New Actions: November Administrative Exec | | | |
| 2.1 | Get in touch with EH with any ideas around non-anonymous assessment solutions | All |  |
| 2.1 | EH to feedback any updates from the Assessment Review Panel | EH |  |
| 4.2 | Schedule a meeting with AB to discuss next steps regarding possible campaign around placements for international students | RW/ER | COMPLETE |
| 4.3 | Communicate with the Officer team to coordinate timelines for campaign weeks in Feb to avoid a potential clash | IW/Officers |  |
| 5.2 | Contact OS if interested in participating in focus group (held on Dec 10th from 11:00-13:00) for Incubation Centre | All | COMPLETE |
| 5.5 | Contact EL if interested in hosting any events during the virtual challenge series in December | All | COMPLETE |
| 5.5 | Investigate IW involvement with Athena Swan and confirm membership to appropriate committees/groups | EL |  |
| 5.5 | Contact EL if interested in filming a tutorial in support of the accessibility campaign | All |  |
| 9.3 | Communicate with Exec Committee via email or Facebook group regarding No Detriment Policy to ask for opinions on the matter | RW | Discussing during the January Workshop as there were no relevant updates previously - COMPLETE |
| 9.6 | Contact RW/ER to nominate charities to donate the NSS funds to | All | COMPLETE |
| 9.7 | Communicate details of Mental Health Rep role as they become available | RW | COMPLETE |