



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

1st October 2020, 10:00-12:00

1.1 Welcome, apologies and absences, including newly elected members	Avinash Miriyam	<i>To note</i>	
1.2 Terms of reference*		<i>To note</i>	
1.3 Minutes of the last meeting		<i>To approve</i>	55/20
1.4 Actions & matters arising from last meeting		<i>To discuss</i>	56/20
2. Items for Discussion*			
2.1 Bye-Law Change Proposal <i>Mental Health Rep</i>	Izzy Woodcock	<i>To approve</i>	57-59/20
2.2 Bye-Law Change Proposal <i>Subcommittees</i>	Avinash Miriyam	<i>To approve</i>	60-61/20
3. Faculty Rep Updates <i>All representatives to discuss their projects and campaigns</i>	All Faculty Reps	<i>To discuss</i>	62/20
4. Campaign Rep updates <i>All representatives to discuss their projects and campaigns</i>	All Campaign Reps	<i>To discuss</i>	63/20
5. Executive Officer reports <i>Update on campaigns, projects, policy and ideas</i>			
5.1 President	Avinash Miriyam	<i>To discuss</i>	64/20
5.2 Vice President (Business & Law)	Omkar Singh	<i>To discuss</i>	65/20
5.3 Vice President (Arts, Humanities & Social Sciences)	Fatima Lakhani	<i>To discuss</i>	66/20
5.4 Vice President (Health, Education, Medicine & Social Care)	Riya Gadhavi	<i>To discuss</i>	67/20
5.5 Vice President (Science & Engineering)	Em Long	<i>To discuss</i>	68/20
6. Campaign Ideas* <i>Ideas to be discussed and taken forward to the next workshop</i>			
7. Policy Implementation* <i>A discussion of passed policy and how it's being implemented</i>			
8. Budget <i>An update on the budget / new requests</i>			
9. Any Other Business			
Date of next meeting			
TBC			

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

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

Item		Action																																																															
1.	<p>1.1 Attendance P = Present, Ap = Apologies, A = Absent</p> <p>1.1.1 Members</p> <table> <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&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&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 & Engineering</td><td>P</td></tr> <tr> <td>Cristina Ionita</td><td>B&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> </table> <p>1.1.2 Observers</p> <table> <tr> <td>Emma Howes</td><td>Engagement Manager</td><td>P</td></tr> <tr> <td>Rachel Wilkenson</td><td>Democracy & Campaigns Coordinator</td><td>P</td></tr> <tr> <td>Rose Guy</td><td>Education Enhancement and Campaigns Coordinator</td><td>P</td></tr> </table> <p>1.2 Minutes of the last meeting AM / RW: Identified location on the website and purpose of the minutes</p> <p>1.3 Actions Arising 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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	1.4 Terms of Reference RW: noted the terms of reference for the Executive Committee	
2.	2. Items for Discussion 2.1 Election of the Deputy President / Chair 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	
5.	5 Executive Officer Reports AM introduced the expectation of Officers giving updates to the committee. 5.1 VP: Business and Law OS: Faculty of B&L will be including OS updates in their monthly newsletter. OS is also providing updates via social media. 5.2 VP: Science and Engineering 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. 5.3 VP: Arts, Humanities and Social Sciences 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. AI: 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. 5.4 VP: Health, Education, Medicine and Social Care RG: I will be working on accommodation and engage with the HEMS faculty 5.1 President 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 CI: 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>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>4. Faculty and Campaign Rep Updates:</p> <p>4.1 HEMS Faculty Rep Cambridge</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>4.2 B&L Faculty Rep Chelmsford</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>4.3 B&L Faculty Rep Cambridge</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>4.4 HEMS Faculty Rep Chelmsford</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>6. Team Campaigns</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>9. Budgets</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>10. AOB</p> <p>AM: Does anyone have any other business?</p> <p>10.1</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>10.2</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	

Bye-Laws 3 and 6

Mental Health Rep

Background

Bye-Law 3 and six both reference the current campaign officers.

Due to the continuing mental health crisis and the reorganisation of officer roles students with mental health issues have been left without direct representation through a wellbeing officer. Although mental health issues are under the remit and responsibility of all officers this issue deserve a dedicated individual campaigning on their behalf while releasing more time and resources to the officers to spend on other important issues. An existence of a mental health officer would allow a more direct and clear approach to mental health.

Voted on the group chat with the most votes out of all the proposals that were put forward, there is clear support from many ARU students. An article was also published on Anglia Ruskin journal as to support this proposal.

The role would be defined as, representing students with wellbeing and mental health issues

Proposal

Propose the following amendments

Bye-Law 3

- 1.2 There shall be fourteen part-time Campaign Reps elected in accordance with the Elections
 - 1.4.1 Black and Minority Ethnic (BME) Students' Rep (Cambridge) and (Chelmsford);
 - 1.4.2 Disabled Students' Rep (Cambridge) and (Chelmsford);
 - 1.4.3 International Rep (Cambridge) and (Chelmsford);
 - 1.4.4 LGBT+ Students' Rep (Cambridge) and (Chelmsford);
 - 1.4.5 Mental Health Rep (Cambridge) and (Chelmsford)
 - 1.4.6 Trans Students' Rep (Cambridge) and (Chelmsford); and
 - 1.4.7 Womens' Rep (Cambridge) and (Chelmsford).

Bye-Law 6

- 1 Membership
 - 2.1 The Executive Committee shall be made up of the Elected Officers of the Union.

2.1.1 The Full Time Officers (President; Vice President (Arts, Humanities and Social Sciences); Vice President (Business and Law); Vice President (Health, Education Medicine and Social Science); Vice President (Science and Engineering);

2.1.2 The Faculty Reps (Arts, Humanities and Social Science Faculty Reps (Cambridge) and (Chelmsford); HEMS Faculty Reps (Cambridge x2), (Chelmsford x2) and (Peterborough); Science & Engineering Faculty Reps (Cambridge) and (Chelmsford); and Business and Law Faculty Reps (Cambridge) and (Chelmsford).

2.1.3 The Campaign Reps (Black and Minority Ethnic (BME) Students' Rep (Cambridge) and (Chelmsford); Disabled Students' Rep (Cambridge) and (Chelmsford); International Rep (Cambridge) and (Chelmsford); LGBT+ Students' Rep (Cambridge) and (Chelmsford); Mental Health Rep (Cambridge and (Chelmsford); Trans Students' Rep (Cambridge) and (Chelmsford); and Women's Rep (Cambridge) and (Chelmsford).

BYE-LAW 3

OFFICERS AND REPS

Purpose: The purpose of this Bye Law is to outline the responsibilities of the representative role which make up the Executive Committee. All members of the Executive Committee are “Elected Officers” for the purposes the Articles of Association.

1. Roles

1.1 There shall be five Full Time Officers elected in accordance with the Articles of Association and the Elections Bye-Law. The roles shall be titled:

- 1.1.1 President;
- 1.1.2 Vice President (Arts, Humanities and Social Sciences);
- 1.1.3 Vice President (Business and Law);
- 1.1.4 Vice President (Health, Education, Medicine and Social Care); and
- 1.1.5 Vice President (Science and Engineering).

1.2 A Deputy President shall be nominated by the Executive Committee. The role of Deputy President shall be to cover the responsibilities of the role of President in their absence. For the avoidance of doubt, this does not include the role of Chair of the Trustee Board.

1.3 The Full-Time Officers shall be remunerated on a monthly basis by BACS in accordance with their terms and conditions of employment.

1.4 There shall be twelve part-time Campaign Reps elected in accordance with the Elections Bye-Laws:

- 1.4.1 Black and Minority Ethnic (BME) Students’ Rep (Cambridge) and (Chelmsford);
- 1.4.2 Disabled Students’ Rep (Cambridge) and (Chelmsford);
- 1.4.3 International Rep (Cambridge) and (Chelmsford);
- 1.4.4 LGBT+ Students’ Rep (Cambridge) and (Chelmsford);
- 1.4.5 Trans Students’ Rep (Cambridge) and (Chelmsford); and
- 1.4.6 Womens’ Rep (Cambridge) and (Chelmsford).

1.5 There shall be eleven part-time Faculty Reps elected in accordance with the Elections Bye Law:

- 1.5.1 Arts, Humanities and Social Sciences Faculty Rep (Cambridge) and (Chelmsford);
- 1.5.2 Health, Education, Medicine and Social Care Faculty Rep (Cambridge x2), (Chelmsford x2) and (Peterborough);

1.5.3 Science & Engineering Faculty Rep (Cambridge) and (Chelmsford); and

1.5.4 Business and Law Faculty Rep (Cambridge) and (Chelmsford).

1.6 There will be an election of NUS National Conference Delegates held in the first term of the academic year, in accordance with the rules and regulations set out by NUS.

2. Terms of office

2.1 The term of office of the Full-Time Officers, Campaign Reps and Faculty Reps shall be from the 1 July to the 30 June the following year. The term of office may be shorter or longer on a transitional basis to coincide with an alteration of the year start or end. There will be a handover period of at least one week.

2.2 Full-Time Officers shall be remunerated in line with their terms and conditions of service.

2.3 The Term of Office for a Campaign or Faculty Rep will be terminated before the next balloting period if they are no longer registered as a student.

3. Responsibilities

3.1 The duties of all Executive Committee Members are to:

- 3.1.1 represent students; attend and support all democratic meetings and gather student views, opinions, ideas and feedback;
- 3.1.2 work in the direction of the vision, mission, values and strategic priorities of the Students' Union;
- 3.1.3 work to maximise communication with students;
- 3.1.4 encourage participation in Union activities, in particular act as a champion for meetings, elections and campaigns;
- 3.1.5 represent individuals, groups and the body of students to the University, National Union of Students, community and policy forming bodies, including attending meetings of such organisations;
- 3.1.6 champion liberation, equality, diversity and inclusion;
- 3.1.7 attend training courses and other opportunities for personal and professional development;
- 3.1.8 attend meetings as appropriate
- 3.1.9 to plan activities and review progress; and
- 3.1.10 comply with all regulations, policies and protocols of the Union.

3.2 The duties of all Full-Time Officers are to:

- 3.2.1 act as an Officer Trustee and member of the Board of Trustees with ultimate responsibility for directing the affairs of the Union;
- 3.2.2 act as a member of the Executive Committee & its Sub-Committees;
- 3.2.3 lead priority campaigns to promote change for the benefit of students and support all campaigns organised by the Union;

- 3.2.4 hold regular meetings with relevant members of the Vice Chancellor's Group and Corporate Management Team and attend other meetings with the University appropriate to the role; and
- 3.2.5 work such hours and in locations required to satisfy the duties of the post to maximise benefit to students.

3.3 The responsibilities of the President be to:

- 3.3.1 chair the Executive Committee
- 3.3.2 provide day-to-day support for the Full-Time Officers, championing accountability and communication;
- 3.3.3 act as the primary spokesperson and figurehead for the Union to the University;
- 3.3.4 Chair the Board of Trustees with line management responsibility for the Chief Executive;
- 3.3.5 represent the Union at the annual National Union of Students National Conference;
- 3.3.6 lead on significant campaigns and projects, working closely with the Chief Executive and fulfil any other appropriate needs of the Union that are not covered by another Full-Time Officer;
- 3.3.7 act as the Student Governor on the University's Board of Governors and relevant sub-committees; and
- 3.3.8 act as the main point of contact with the National Union of Students.

3.4 The responsibilities of all Vice Presidents are to:

- 3.4.1 act as the lead representative for a faculty or faculties;
- 3.4.2 chair a regular student feedback forums to gather views, opinions, ideas and feedback;
- 3.4.3 implement ideas and projects to improve the experience of students within the faculty or faculties;
- 3.4.4 lead and support all elected representatives and volunteers within the faculty or faculties and Union;
- 3.4.5 provide effective academic representation and prioritise the wider development of representation within the University;
- 3.4.6 prepare for and attend Faculty & University meetings on which they are a member;
- 3.4.7 proactively campaign on matters relating to wellbeing and welfare (including but not limited to accommodation, belief, equal opportunities, housing, finance, safety and religion); and
- 3.4.8 champion the benefits and growth of co-curricular and extra-curricular activities and opportunities.

3.5 The responsibilities of all Campaign Reps are to:

- 3.5.1 act as a member of the Liberation, Equality, Diversity and Inclusion Committee;
- 3.5.2 lead campaign(s) to promote change to the benefit of students who identify into their campaign and support all campaigns organised by the Union;

3.6 The responsibilities of all Faculty Rep are to:

- 3.6.1 act as a member of the Faculty Voice Committee;
- 3.6.2 support all campaigns organised by the Union;
- 3.6.3 attend and support a regular Faculty Forum to gather views, opinions, ideas and feedback;
- 3.6.4 implement ideas and projects to improve the experience of students within the faculty or faculties;
- 3.6.5 provide effective academic representation;
- 3.6.6 prepare for Faculty and University committees on which they are a member and
- 3.6.7 act as a deputy for the relevant Vice President when appropriate.

3.7 The sole responsibility of all National Conferences Delegates shall be to represent the Union at the annual National Union of Students National Conference.

BYE-LAW 6

EXECUTIVE COMMITTEE AND ITS SUB-COMMITTEES

Purpose: This Bye Law outlines the roles, responsibilities and ways of working of the Executive Committee and its two Sub-Committees.

1. Terms of Reference
 - 1.1 The purpose of the Executive Committee shall be to:
 - 1.1.1 Ensure policies passed by Student Members are upheld and implemented appropriately
 - 1.1.2 Lead the delivery of the representation and campaigning work of the Union
 - 1.1.3 To consider and recommend the adoption of ideas suggested by students
 - 1.1.4 To oversee the use of the Union campaigns budget
 - 1.1.5 To ensure Union representation and campaigns consider and promote liberation, equality, diversity and inclusion.
 - 1.1.6 To elect a Deputy President from within the Full Time Officer Team.
2. Membership
 - 2.1 The Executive Committee shall be made up of the Elected Officers of the Union:
 - 2.1.1 The Full Time Officers (President; Vice President (Arts, Humanities and Social Sciences); Vice President (Business and Law); Vice President (Health, Education Medicine and Social Science); Vice President (Science and Engineering);
 - 2.1.2 The Faculty Reps (Arts, Humanities and Social Science Faculty Reps (Cambridge) and (Chelmsford); HEMS Faculty Reps (Cambridge x2), (Chelmsford x2) and (Peterborough); Science & Engineering Faculty Reps (Cambridge) and (Chelmsford); and Business and Law Faculty Reps (Cambridge) and (Chelmsford).
 - 2.1.3 The Campaign Reps (Black and Minority Ethnic (BME) Students' Rep (Cambridge) and (Chelmsford); Disabled Students' Rep (Cambridge) and (Chelmsford); International Rep (Cambridge) and (Chelmsford); LGBT+ Students' Rep (Cambridge) and (Chelmsford); Trans Students' Rep (Cambridge) and (Chelmsford); and Women's Rep (Cambridge) and (Chelmsford).
3. Organisation
 - 3.1 Meetings shall be held monthly during term time on a date set by the Chair, with at least five working days' notice.
 - 3.2 The Chair shall be the President.
 - 3.3 Extraordinary meetings may be called at the discretion of the Chair or by request of a simple majority of ordinary members to the Chair.

4. Faculty Voice Committee
 - 4.1 The Faculty Voice Committee shall be a Sub-Committee of the Executive Committee and meet as necessary to:
 - 4.1.1 Discuss and draw together key issues and/or themes across faculties
 - 4.1.2 Plan and implement ideas, projects and campaigns to improve the educational experience of students in their Faculties
 - 4.2 The membership of the Faculty Voice Committee shall be all Full-Time Officers and all Faculty Reps
 - 4.3 The Committee shall elect a chair from within their membership.
 - 4.4 Meetings of the committee shall be called as deemed necessary by the Chair of the committee or at the request of a simple majority of members.

5. Liberation, Equality, Diversity and Inclusion Committee
 - 5.1 The Liberation, Equality, Diversity and Inclusion Committee shall be a Sub-Committee of the Executive Committee and meet as necessary to:
 - 5.1.1 Discuss and draw together key issues and/or themes relating to the liberation, equality, diversity and inclusion of students.
 - 5.1.2 Plan and implement ideas, projects and campaigns to improve the experience of the students they represent within their named portfolios.
 - 5.2 The membership of the Liberation, Equality, Diversity & Inclusion Committee shall be all Full-Time Officers and all Campaign Reps.
 - 5.3 The committee shall elect a Chair from within their membership.
 - 5.4 Meetings of the committee shall be called as deemed necessary by the Chair of the committee or at the request of a simple majority of members.

6. Quorum & Accountability
 - 6.1 Quorum for all committees and sub-committees shall be at least half of the elected members of that committee.
 - 6.2 Executive Committee Members shall be held to account through the Student Members Meeting.



Executive Committee 02.09.20

Trustees Board Sub Committee Membership Changes

Background

Bye-Law 7 Trustee Sub Committees currently specifies that membership of each subcommittee should consist of the Chair of the Board of Trustees and at least three other Trustees (including at least one external Trustee).

Over the past two years it has become evident that this is creating an overburdening of governance on the President of the Students' Union, who is also the Chair of the Board. It also prevents the Chair from being able to take a more detached view of various decisions as they will have been involved in detailed discussions about every item.

Proposal

It is proposed that the membership of the subcommittees is amended to read for each one:

2.3 The members shall be

2.3.1 Four Trustees (including at least one external Trustee) appointed by the Board.

2.3.2 up to two Expert Members co-opted by the committee who shall not be Members of the Union

2.3.3 up to two student members co-opted by the committee

Appendix 1: Current Bye Law 7 Trustees Sub Committees

Recommendation:

That the Executive Committee APPROVE this proposal

19th August 2020

Bye Law 7

Trustee Sub Committees

Purpose: This Bye Law outlines the different Sub Committees of the Trustee Board

1. List of Sub Committees and their administration

- 1.1. There shall be the following sub committees:
 - 1.1.1. Executive Committee whose terms of reference and membership are set out elsewhere in these Bye-Laws
 - 1.1.2. Appointments and Governance Committee
 - 1.1.3. Finance and Risk Committee
 - 1.1.4. HR and Employee Engagement Committee
- 1.2. The quorum for all committees other than the Executive Committee shall be at least half of the appointed members to that committee and must include 2 Trustees including the chair where appropriate.
- 1.3. They shall report to the Trustee Board following each meeting.
- 1.4. All committees shall propose a chair from among their voting members who will appointed by the Trustee Board and who may be removed from this position by the Trustee Board.
- 1.5. All committees shall appoint a Secretary who may be from among their member or may be a member of staff of the Union.
- 1.6. Non-trustee members shall be recruited to compliment the mix of skills of the Committee's Trustee Members. Their appointment shall be via an external recruitment and selection process. The Board of Trustees shall confirm the number of external members for each Committee;
- 1.7. Committees may expect to benefit from any reasonable financial or staff resources necessary to achieve their objectives, within the overall resource constraints and annual budget of the Union.
- 1.8. Committees shall be expected to create and regularly monitor a set of regulations that shall include an annual schedule of activity to ensure Committee members are given sufficient opportunity to prepare presentation, workshops or reports and to service the Committee effectively.
- 1.9. Where appropriate a Committee may wish to delegate responsibilities to its Chair or another member. When doing so the committee shall be mindful of the Union's obligations to its Articles of Association, these Bye-Laws, any direction provided by the Committee or the Board of Trustees and any Scheme of Delegated Authority that may be in place from time to time.

2. Appointments & Governance Committee

- 2.1. The Committee shall have delegated responsibility on behalf of the Board of Trustees to:
 - 2.1.1. Appoint, induct, support and develop Student Trustees, External Trustees and the Chief Executive;
 - 2.1.2. oversee the ongoing development of efforts to induct, support and develop the Officer Trustees;
 - 2.1.3. promote good governance throughout the Union; and
 - 2.1.4. review the Union's governance arrangements on a continuous basis and identify improvement opportunities
 - 2.1.5. Any other such authority as delegated to it by resolution of the Trustee Board.
- 2.2. The Committee shall ensure that:

- 2.2.1.all positions on the Board are filled as quickly and effectively as is practicable;
- 2.2.2. the Board has the right balance of skills, knowledge, experience, background and characteristics to facilitate as effective and robust governance as possible;
- 2.2.3. new trustees are inducted quickly and comprehensively to enable them to fulfil their duties; and
- 2.2.4.areas of work within its remit are scrutinised and reviewed and shall make recommendations to the Board, as necessary.
- 2.3. The members shall be
 - 2.3.1.the Chair of the Trustee Board and three other Trustees (including at least one External Trustee) appointed by the Board;
 - 2.3.2.up to two Expert Members co-opted by the committee who shall not be Members of the Union;
 - 2.3.3.up to two student members co-opted by the committee;
- 2.4. In attendance shall be the Chief Executive or their nominee who will not have a vote and will not count towards quorum
- 2.5. The Committee shall agree, and the Board shall confirm, one of the Committee's voting members as the Chair of the Appointments and Governance Committee.
- 2.6. The Committee shall meet at least once in each Academic Year.

3. Finance and Risk Committee

- 3.1. The Committee shall have delegated responsibility on behalf of the Board of Trustees to:
 - 3.1.1.ensure that the Union complies with relevant legislation and regulations;
 - 3.1.2.act in accordance with the Union's mission, vision and values;
 - 3.1.3.ensure the Union remains solvent and is in sound financial health; and
 - 3.1.4. analyse and manage the Union's overall risk profile.
 - 3.1.5.Any other such authority as delegated to it by resolution of the Trustee Board.
- 3.2. The Committee shall:
 - 3.2.1.promote a culture of accountability and transparency throughout the Union's operations and among its staff and officers.
 - 3.2.2.call any investigation considered necessary and call any individual or document relevant to any such investigation in order to meet the objectives and remit detailed above.
 - 3.2.3.scrutinise and review the areas of work within its remit and make recommendations to the Board, as necessary.
- 3.3. Members of the Committee have the right to ask some or all of those 'in attendance' to leave, especially during presentations by, or discussions with, the external auditors
- 3.4. The members shall be
 - 3.4.1.the Chair of the Trustee Board and three other Trustees (including at least one External Trustee) appointed by the Board.
 - 3.4.2.be up to two Expert Members co-opted by the committee who shall not be Members of the Union
 - 3.4.3.up to two student members co-opted by the committee;
- 3.5. In attendance shall be the Chief Executive or their nominee and a member of finance staff chosen by the Chief Executive but they will not have a vote or count towards quorum.
- 3.6. A finance or risk expert who is an employee of Anglia Ruskin University may be invited to attend any meeting to discuss certain items at the discretion of the Voting Members.
- 3.7. The Committee shall meet at least twice in each Academic Year.

4. HR and Employee Engagement Committee

- 4.1. The Committee shall have delegated responsibility on behalf of the Board of Trustees to:
 - 4.1.1. ensure the Union has a highly motivated and engaged workforce and that it excels at volunteer management;
 - 4.1.2. approve and oversee implementation of the Union's People Strategy, which covers the Union's paid workforce and volunteers;
 - 4.1.3. ensure that the Union's reward package is effective at attracting and retaining talented staff, whilst paying due regard to utilising the Union's limited resources as effectively as possible.
 - 4.1.4. Set the remuneration of the Full-Time officers for the following year.
 - 4.1.5. Any other such authority as delegated to it by resolution of the Trustee Board
- 4.2. The Committee shall:
 - 4.2.1. Monitor the Union's progress against the relevant targets contained within its chosen strategy;
 - 4.2.2. promote a culture of accountability and transparency throughout the Union's operations and among its staff and officers;
 - 4.2.3. receive the results of any employee or volunteer engagement surveys and agree any subsequent action to be taken;
 - 4.2.4. maintain a watching brief over the Union's pension provision, ensuring compliance with legislation and best practice; and
 - 4.2.5. scrutinise and review the areas of work within its remit and make recommendations to the Board, as necessary.
- 4.3. The members shall be
 - 4.3.1. the Chair of the Trustee Board and three other Trustees (including at least one External Trustee) appointed by the Board.
 - 4.3.2. up to two Expert Members co-opted by the committee who shall not be Members of the Union
 - 4.3.3. up to two Student Members.
- 4.4. In attendance shall be the Chief Executive or their nominee and a member of HR staff chosen by the Chief Executive. They shall not have a vote and will not count towards quorum.
- 4.5. An HR or employee engagement expert who is an employee of Anglia Ruskin University or any other relevant organisation may be invited to attend any meeting to discuss certain items at the discretion of the Voting Members.
- 4.6. The Committee shall meet at least twice in each Academic Year.

EXECUTIVE COMMITTEE UPDATE

FACULTY REPS

Campaigns, projects and other work

AHSS Faculty Rep (Cambridge): Matt Hayes

Updated:**Completed:**

- Handover meeting with Sarah (previous Faculty Rep)
- Introductory meeting with Dean

Things for the future:

- Introductory meetings with heads of school and senior faculty staff

HEMS Faculty Rep (Cambridge):

Updated:**Completed:**

-

Things for the future:

-

HEMS Faculty Rep (Cambridge): Bethany Miller

Updated: 18/09/20

Completed:

- Working alongside VPs, I have continued on the hidden disabilities campaign to launch sunflower lanyards. This has now taken off and these lanyards are available for students. I would like to advertise this more in the university to raise awareness.

Things for the future:

- Continue to raise awareness around hidden disabilities and what they mean for students, including how they can be helped so staff and students have a greater understanding

HEMS Faculty Rep (Chelmsford): Imogen Lay

Updated: 18/09/20

Completed:

- Liaised with HoS and HEMS reps to discuss Allied Health timetabling issues. Mainly done, but some smaller meetings to still be had. To be completed by next week.
- Had meetings with Riya to discuss student experience feedback that was collected in TRI2 (before/at the start of lockdown). Created a small list of things we can do to support students over the next few months.

Things for the future:

- Working on Sustainability project- currently doing project plan and brainstorming with other members of exec.
- Need to enquire about a Christmas day style event. Last year was so successful and a great experience and I want to do it again, but this depends on COVID. If any Chelmsford based member wants to team up for this, please let me know (also if any Cambridge member wants to host an event there, there was some comments last year that Cambridge wanted an event).

HEMS Faculty Rep (Chelmsford): Olu Onasanya

Updated: 18/09/20

Completed:

- Planning for the Black History Month with the working Group. This is yet to be concluded.

Things for the future:

- Planning Mental Health Campaign with other Executives.

HEMS Faculty Rep (Peterborough):

Updated:

Completed:

-

Things for the future:

-

B&L Faculty Rep (Chelmsford): Sara Hoxhaj

Updated:

Completed:

-

Things for the future:

-

B&L Faculty Rep (Cambridge): Cristina Ionita

Updated: Money Festival 2020

Completed:

- During Freshers'Week I have been promoting the event among students and asked for their feedback on how they believe this type of event is suitable for them - the feedback was positive and many of them showed interest

Things for the future:

- **Organise a meeting with Nicola Faulkner from Student Experience to set up the event and promote it among students**
- **Organise meetings with the selected guest speakers to decide on the key points of discussion**
- **Set up the Money-Art competition**

Updated: Timetabling

Completed:

- Gathered feedback from students about their issues with timetabling and forwarded it to Omkar (VP of B&L) and Toby Pallat
- Organised emergency meeting - 21/09/20 to discuss the ongoing issue

Things for the future:

- **Write an open letter to the university discussing the issue and demanding a statement**

S&E Faculty Rep (Cambridge): Moh Sufyaan

Updated:

Completed:

- Handover with Em Long (former FSE rep, current VP) complete
- Faculty Education Committee attended with Toby Pallatt
- Contact made to track carbon footprint of ARU in collaboration with Cambridge Uni

- Arranged with Toby Pallatt and Emma Howes to deliver standing for course rep info

Things for the future:

- Meet with contacts at CU to discuss resources/access required to map carbon footprint of ARU
- Meet with ARU contacts to discuss plan of action and implementation
- Advertise voluntary roles on the carbon map project
- Attend Mental Health and First Aid training with ARUSU
-

S&E Faculty Rep (Chelmsford):***Updated:*****Completed:**

-

Things for the future:

-

EXECUTIVE COMMITTEE UPDATE

CAMPAIGN REPS

Campaigns, projects and other work

BME Rep (Cambridge): Abdullahi Idris

Updated:**Completed:**

-

Things for the future:

-

BME Rep (Chelmsford):

Updated:**Completed:**

-

Things for the future:

-

Disabled Students' Rep (Cambridge): Shubham Singh

Updated: 19/09/2020**Completed:**

- Hidden Disability Campaigns
- Team Campaigns: Sustainability & Mental Health and Wellbeing.

Things for the future:

- More contact and connect each other without any pressure
- Talk in confidential matter if any arises problems
- Mentality matters that includes disabled Students.

Disabled Students' Rep (Chelmsford):

Completed:

-

Things for the future:

-

International Rep (Cambridge): Rohit Dhyani

Updated:

Completed:

-

Things I want to do in the future:

-

International Rep (Chelmsford) : Aina Bashir

Updated:

Completed:

-

Things I want to do in the future:

-

LGBT+ Students' Rep (Cambridge):

Updated:

Completed:

-

Things I want to do in the future:

-

LGBT+ Students' Rep (Chelmsford):

Updated:

Completed:

-

Things I want to do in the future:

-

Trans Rep (Cambridge):

Updated:

Completed:

-

Things for the future:

-

Trans Rep (Chelmsford):

Updated:

Completed:

-

Things for the future:

-

Women's Rep (Cambridge): Izzy Woodcock

Updated:**Completed:**

- Distribution of sexual assault signpost leaflets at freshers
- Started investigation into the sexual assault reporting system at ARU
- Made contact and set up meeting with Sexual violence officer at ARU
- Made contact with chelmsford womens rep
- Arranged meeting with peer mentoring group for mental health campaign
- Created a aru womens facebook page with carla

Things for the future:

- Establish aru womens page
- Contact em long about empowering women in stem
- Continue investigation, and get involved in AVA
- Start plans for women in faith campaign

Women's Rep (Chelmsford): Carla Straw

Updated:**Completed:**

- Looked into the sexual assault support in the local Chelmsford area
- Joined Cambridge rep in a meeting with a Sexual Violence Officer at ARU

Things for the future:

- Organise a meeting with CARA (Centre for Action on Rape and Abuse in Essex)

- Get in contact with the Chelmsford Sexual Violence Officer
- Finish the joint FB womens page with Izzy

EXECUTIVE COMMITTEE UPDATE

AVINASH MIRIYAM - PRESIDENT

My campaigns, policy and other work

**My campaigns**

<i>Committee for BAME students</i>	In Progress
<p>Updated: 18/09/2020</p> <ul style="list-style-type: none"> <i>I am planning to setup a committee for BAME students to support them on a large scale. I am in the process of finding out, is there any committee to support BAME students to help them with their Academic, Employability and other tools to encourage and support BAME students. Just Started research to find information from all faculties through VP's, to carry forward.</i> 	
<i>Course Rep Communication</i>	In Progress
<p>Updated: 18/09/2020</p> <ul style="list-style-type: none"> To reduce communication gaps between Students, Students' Union and University, we need an effective communication system. To do that we should have strong relations between officers and course reps to solve issues of students in the ground level. Students' union is running faculty forums on regular basis, I am planning to attend to know more about and is there any change we make to communicate effectively with the students from course level. 	
<i>Access to facilities</i>	In progress
<p>Updated: 18/09/2020</p> <ul style="list-style-type: none"> <i>Students need tools, spaces and equipment to perform up to their potential in assignments. There some needed to open more time than the normal hours at the assignments time. I would like to voice on the facilities required to students to perform to the best their ability at least few weeks before assignments. Had a meeting with James Rolfe, COO of ARU, regarding the support we need and I raised about it in the meeting. Collecting information about the courses that need more facilities from all</i> 	

faculties to carry forward.

Other relevant updates

Updated: 18/09/2020

- *Team Campaigns: Sustainability & Mental Health and Wellbeing.*
- *Sustainability fashion week is from 5 to 9th Oct, 2020. All officers are delighted to support it.*
- *Planning of arranging a session on university life of new students with peer mentoring team to support students.*
- *Attended SU digital conference conducted by Coventry University and NUS Lead and change programmes which helps to shares updates about various universities through WhatsApp groups.*
- *International Students fees, University has accepted payment plans for the international students as per survey reports, conducted by the Students' Union.*
- *Freshers week - given opportunity to speak to students after long time and hosted events along with the freshers team.*
- *University Alliance meeting helps us to understand various SU'S approach towards Covid-19, fresher's, return to campus and so on, and good opportunity to meet officers of other SU'S*
- *Organised first meeting with International office to collaborate and to address students on a large scale. This meeting helps me to realize that students' union and international office on the same wavelength to support students. Officers team decided to have regular meetings with international office to discuss students' issues. The next meeting is on 5th October 2020.*
- *Attended Advance HE training on Board of Governors. An informative session about Board of Governors.*
- *Officers had a meeting Roderick (VC, ARU) discussed current student issues like timetabling, live chat to solve issues of students quickly, etc., and received opinions about it from Roderick. Next meeting with Roderick on 13th October 2020 with all officers.*
- *Regular catch-ups with officers for every two weeks to increase formal and informal relations between us and regular meetings with John (CEO, SU) to discuss the updates of the SU.*
- *As chair attended first trustees board on 17th September 2020, discussed about strategy of SU and future plans of SU.*

Senate Committees that I sit on:

Senate

Education Committee

Non-Senate committee's that I sit on:

Chelmsford Masterplan

Disabled Student satisfaction

LMS Project accessibility

Student Funds

EXECUTIVE COMMITTEE UPDATE

**OMKAR SINGH - VICE PRESIDENT
(BUSINESS & LAW)**

My campaigns, policy and other work

**My Officer update****Incubation center***Updated:*

- University accepted it, Board of committee is formed
- Newsletter, journal and alumni blogs gave space for incubation center
- Planning for making it whole university project rather than FBL specific
- Survey is running at the moment
- Whole design is made to fit to both current circumstances(VIC) and post covid

Plagiarism Awareness*Updated:*

- Held meetings with uni to understand their new academic rules
- collaborating with FBL and uni in general
- Design is ready and looking for a student to design the face of the campaign
- Need to wait till uni officially announce their new academic integrity
- Student to design the face of the campaign

Prayer space in campus*Updated:*

- Started working it since beginning
- Successfully got big space for chelmsford students
- Successful in having Clean and accessible prayer space (on going)
- emphasised to have new and spacious prayer space for Cambridge (yet to come, but uni is working on it)
-

Communication : Bridging gap b/w campuses

Updated:

- *Created online facebook community specifically for business and law students for both cambridge and chelmsford campus*
 - *The group is an interactive and info sharing platform with an objective to bring transparency and networking.*
-

EXECUTIVE COMMITTEE UPDATE

FATIMA LAKHANI - VICE PRESIDENT (ARTS, HUMANITIES & SOCIAL SCIENCES)

My campaigns, policy and other work

**My campaigns**

Title: Employability	In Progress
<p><i>Updated: 18.09.2020</i></p> <ul style="list-style-type: none"> ● I am working on how to improve the student employability specifically within the faculty of AHSS. ● I have set meetings with various departments in an attempt to understand the current approach to improve employability and examine for gaps within implementation. <p>Have approached my faculty with regards to the incubation center that I am collaborating with Omkar on and waiting response.</p>	

Title: Knowledge packs	In process
<p><i>Updated: 18.09.2020</i></p> <ul style="list-style-type: none"> ● Knowledge packs are essentially “guides” that contain basic local knowledge about the campus area for instance, where to buy clothes, groceries, necessities etc. ● Creating a format for “Knowledge packs” suitable for Cambridge/ Chelmsford and London Campuses. ● Determining resources for knowledge packs eg. Societies, social media, other SU’s etc. ● Had a meeting with O.G and determined societies to be part of the meeting for the knowledge packs. ● POA: To schedule a date after freshers period and meet with culture/country based societies. 	

Title: Black Lives Matter inspired campaign.	In process
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Updated: 18.09.2020

- Currently looking into expanding activities of the “Black History Month” to uniformly distributing it throughout the year.
- Have attended The Black History Month working group and have acquainted myself with the BME rep and other BME students involved.
- Meeting with the BME rep to understand BME wants and priorities.
- Attended Diversification of curriculum panel representing the SU among the university staff and engaging with them.
- BHM working group currently discussing events, ideas to run during the Black History Month.
- As part of AGWG shot a video interview with David Jay for the staff about support for BAME students and decolonising of the curriculum.

Other relevant updates

Updated: 18.09.2020

AHSS Faculty Updates

- Fatima to start appearing in the AHSS newsletter on a weekly basis and give students weekly reports.
- AHSS wins: Extending hours for specialised places, increased supervision hours for third year students and home licenses have been secured for the adobe cloud software for students.
- Fatima attended the Care leavers’ event as panelist presenting the SU to Care leaver students on 1st September.
- Fatima attended the AHSS town hall on the 15th September (350 AHSS students tuned in)
- Fatima attend the AHSS induction in Chelmsford on the 14th September. (30 students attended the induction)
- I also attended the UG panel Student life session for AHSS and 540 viewers tuned in.
- Was on campus for 16th and 17th September helping students around and terrarium making!

EXECUTIVE COMMITTEE UPDATE

RIYA GADHAVI - VICE PRESIDENT (HEALTH, EDUCATION, MEDICINE & SOCIAL CARE)

My campaigns, policy and other work

**My campaigns**

Title: Journal for the FHEMS	In progress
<p><i>Updated: I have been working on establishing a journal for the faculty of HEMS, highlighting the work that the students are doing within the faculty and the achievements of students. It will also act as a boost for the students to write good essays and assignments. It will also act as a newsletter for the faculty. I plan to include the faculty in this project too. This project is on track and seems it will be announced very soon.</i></p>	

Title: Accommodation for PG students joining in January	
<p><i>Updated: Accommodation for PG students who join in January has been a priority for me and I have been working on gathering the statistics for the same and have been in conversations, currently. I plan to present all the data with personal stories and testimonies to the residential team and hope to get it done as soon as possible.</i></p>	

Title: Broadening the menu at the canteen	
<p><i>Updated: Broadening the canteen menu to make it more inclusive, and more student friendly. This would not be limited to the university canteen, but would also include 92 at Chelmsford.</i></p>	

Other relevant updates

<p><i>Updated:</i></p> <ul style="list-style-type: none"> • Working on resolving issues faced by students around time tabling, IT glitches and other concerns on returning to campus. • Visited Peterborough campus for the first time, because of lockdown, and had an amazing day meeting and knowing how interested the students are in the SU, societies and other activities.
--

I plan on encouraging students in Peterborough to establish societies.

- *ARU had jumped 20 places in the Guardian ranking. Two courses from FHEMS, Education and Sports Science, have been placed on top of the table of their subject rankings.*

EXECUTIVE COMMITTEE UPDATE

EMILY LONG - Vice President (Science and Engineering)

My campaigns, policy and other work

**My campaigns**

ARU Community	In Progress
<p><i>Updated: 18/09/20</i></p> <ul style="list-style-type: none"> • Since the last update I have been getting involved in a lot of social media and working with my faculty to encourage student leaders. The faculty has agreed to follow my recommendations for recognising and rewarding student leaders in the faculty and then how the academic staff themselves can encourage student leaders (reps, societies, volunteers, ambassadors etc.) • Welcome period, supporting with move-in's & Welcome events. • The faculty has agreed in their NSS action plans to include community building events such as networking, rep lunches, school level society fairs. • ARU in the local community- Putting students at the forefront of the local community. This aims to improve local attitudes towards students, having local working groups and utilising liberation networks to get their voice in the facilities that are available to them e.g. Chelmsford city theatres will be redesigning their programme to be student friendly and inclusive of different liberation groups and cultures. 	

Rep effectiveness	In Progress
<p><i>Updated: 18/09/20</i></p> <ul style="list-style-type: none"> • I have been working with the executive committee on various different projects. The new structure of our exec meetings by including a campaigns workshop means that we get to open up and explore more with the reps and this has seen a lot more engagement with reps being more involved in leading the union. • The faculty newsletter has a student leader shout out section, where reps can highlight the work they've done. • This week nominations open for course reps and it has seen a big push from the faculty to send that message in course inductions. • The faculty have included in the NSS action plans that they will include the SU more in visiting lectures, opening opportunities for us to speak with students about what it means to be a rep and how they can nominate themselves. 	

How can we as an exec committee be more transparent & accessible to our students?- potential for discussion @ campaigns workshop? What works well, what doesn't etc.

Accessibility

In Progress

Updated: 18/09/20

- The university will be going through an accessibility Audit, per Mary's previous campaign. I have now received confirmation that this is happening and will be working on it also.
- For the other element of this campaign, trimester 1 will see many teething issues and access to the facilities/ software that students need to complete their studies.
- Some issues will be resolved easily, I will then be collecting & resolving issues that are more complex throughout the trimester, specifically access to facilities, e.g. what software students need for assignments and exams, so these issues are highlighted earlier in the trimester so as to cause as little effect to the hand in period as possible.

Communication

In Progress

Updated: 18/09/20

- The FSE Faculty have agreed to facilitate school town halls once a trimester, to open up that honest and frequent communication with students as well having one each trimester enables larger changes to be made and reviewed across the year.
- Rep email text, having prepared rep emails that reps can end out each week helps to keep frequent comms open with students and greater feedback methods.
- FSE have requested for the officer to have a blog post up on their main webpage.

Other relevant updates

Updated: 18/09/20

- Team Campaigns: Sustainability & Mental Health and Wellbeing.
- Hidden disability sunflower lanyards, This is now an initiative that the university is keen to include and incorporate into their teaching and learning. And enabling training for staff and students on supporting those with Hidden disabilities.
- I have been having several meetings with academic staff with regards to the Athena

Swan award, not many people know what it actually is (Women in STEM subjects and ensuring different liberation groups are heard and have a say in how we as a university can be more inclusive. An introductory powerpoint has been created for our executive committee.

- International student fee's- international students are now able to set up payment plans to pay their tuition fee loans.
- I plan on writing weekly blog posts to keep students updated with my work.