

Executive Committee (FVC and LEDIC) Minutes; 28th October 2019

Item			Action
1	1.1 Attendance P = Present, Ap = Apologies, A = Absent 1.1.1 Members		
	Kerdisha Ali-Arab	Women's Rep (Cambridge)	A
	Angela Atuahene	Women's Rep (Chelmsford)	A
	Amanda Campbell-White	Vice President: Arts, Humanities and Social Sciences	P
	Mary Copsey	Vice President: Business and Law	Ap
	Gold Dominic	International Students' Rep (Chelmsford)	A
	Ethan Dredge	Trans Students' Rep (Cambridge)	P
	Siobhan Fouche	Vice President: Science and Engineering	P
	Damien Francis	B&L Faculty Rep (Chelmsford)	A
	Luca Girardi	LGBT+ Students' Rep (Cambridge)	Ap
	Ganesh Gupta	BME Students' Rep (Cambridge)	A
	Matt Hayes	President	Ap
	Jose Hermosilla	S&E Faculty Rep (Chelmsford)	A
	Caroline Hill	Disabled Students' Rep (Chelmsford)	P
	Ashleigh Jackson	HEMS Faculty Rep (Chelmsford)	P
	Marta Kalista	HEMS Faculty Rep (Peterborough)	A
	Anna Kiss	International Students' Rep (Cambridge)	P
	Tiegan Lawson	HEMS Faculty Rep (Cambridge)	A
	Imogen Lay	HEMS Faculty Rep (Chelmsford)	P
	Emily Long	S&E Faculty Rep (Cambridge)	P
	Fraser Luther-Yarwood (Chair)	Vice President: Health, Education, Medicine and Social Care	P
	Alessia Mevoli	B&L Faculty Rep (Cambridge)	P (until 14:10)
	Bethany Miller	HEMS Faculty Rep (Cambridge)	P
	Obinna Ogbankwa	BME Students' Rep (Chelmsford)	Ap
	Sarah Strachan	AHSS Faculty Rep (Cambridge)	P
	Emma Scriven	Disabled Students Rep (Cambridge)	P
	Andrew Taylor	LGBT+ Students' Rep (Chelmsford)	A
	New members of the team were introduced.		
	1.1.2 Observers		
	Emma Howes	Engagement Manager	P
	John Valerkou	CEO ARU Students' Union	P

1.2 Terms of Reference

There have been no changes to the terms of reference

1.3 Minutes of the last meeting

The minutes were accepted as an accurate reflection of the meeting.

1.4 Actions Arising

ITEM	ACTION	OWNER	UPDATE
Carried over actions: 2018/19			
7.2	MH to raise concerns about placement student access to counselling services at the Wellbeing Steering Group	MH	Ongoing – to be raised at next meeting
7.5	MH to explore examples of good practice at other SUs relating to the Equal Access to Education Policy.	MH	Contacts made. Ongoing
7.8	MH to raise ‘inclusivity training’ as a suggestion for sports team welfare officers	MH / FLY	Complete: FLY confirmed with James Cudmore
Carried over actions: July 2019			
3.1.3	MC to meet with DF to discuss lecture capture projects	MC	Ongoing
3.1.3	SF to meet with MC to discuss lecture capture projects	SF	Ongoing
6.1.1	MC and GD to discuss international student support options	MC	Ongoing
Carried Over Actions: August 2019			
7.1.1	MH to circulate plans to measure KPIS for Drug Harm Reduction Campaign.	MH	Ongoing.
8.1.1	HB to put in a 1:1 with GG and Activities to plan Black History Month.	HB	Complete
Carried Over Actions: September 2019			
2.1	EH to complete email election for Deputy President	EH	Complete
4.1	SS to share information on Christmas ‘adoption’ scheme with Officers	SS	Ongoing
4.1	FLY to meet with CP to discuss Christmas volunteering opportunities	FLY	Complete: FLY will be joining team meeting to discuss further

2. 2.1 Election of the Deputy President
EH: Amanda Campbell-White was elected

2.2 EDI in AHSS

ACW: I will be meeting with Sean Le Boutiller and would like suggestions for Equality, Diversity and Inclusivity improvements in the faculty. Please send any ideas you have by email.

CH: students would like staff to be more aware of their individual needs within large cohorts. Could staff be emailed photos of students emailed with SORA so that they can be more aware?

All

	IL: more regular contact would help staff remember as they teach large numbers of students.	
	<p>2.3 Committee-ments</p> <p>There is a space available on Academic Standards and Quality for 1 PGT Rep. Please email EH if you would like to consider this role</p> <p>There is space on Student Matters for 1 rep.</p> <p>CH would like to accept this space.</p>	EH
3.	<p>3.1 Faculty Rep Updates:</p> <p>3.1.1 HEMS Faculty Rep (Chelmsford):</p> <p>IL: I have raised Childcare for placement students at FPT and am in touch with the Parents in Education Society and Rep Coordinator Demi Smith to explore costs and options.</p> <p>3.1.2 HEMS Faculty Rep (Chelmsford)</p> <p>AJ: Supporting IL with this work.</p> <p>3.1.3 B&L Faculty Rep (Cambridge)</p> <p>AM: I am working on a Faculty Feedback project to explore student engagement, working with the faculty.</p> <p>3.1.4 S&E Faculty Rep (Cambridge)</p> <p>EL: I attended FPT and met with senior staff. I am now working with Laurie Butler on student staff communication and looking at examples from other faculties.</p> <p>I held a faculty forum prior to the Rep Elections for all S&E students. This was successful and I will offer these once a month.</p> <p>I am working with Victoria Tait to deliver sustainability workshops in lectures.</p> <p>ACW: Are faculty forums on our website?</p> <p>EL: Not yet, I shall do that.</p> <p>3.1.5 AHSS Faculty Rep (Cambridge)</p> <p>SS: I had a meeting with 'Diverse' following up for the Best Night Out campaign.</p> <p>I have attended 2 FPTs, the second one was an improvement on the first which was not very useful.</p> <p>I attended ASQ – this was useful and I had input on the 120 credit modules proposed for AHSS.</p> <p>Concerns with this model are around the risk of failure, but the positives outweigh this risk, which already exists due to 60 credit modules.</p> <p>I met with Demi and Hannah and we are starting to plan a campaign around limits on books plus. I met with Harriet from CSA and did not get much buy-in for this.</p> <p>Student feedback and suggestions from Harriet are that SSLCs can be quite negative. We are in discussions about building community and a more positive culture and I have put forward a proposal on a project to work on this.</p> <p>I am working as a student consultant for TEF</p> <p>I attended a sustainability workshop with GSI and offering feedback to make it an accessible topic.</p>	EL
4.	<p>4. Campaign Rep Updates:</p> <p>4.1 Trans Students' rep (Cambridge)</p> <p>ED: Trans awareness week is coming up – I would like to offer a night-time event and will need to plan.</p>	

	<p>4.2 International Rep (Cambridge) AK: I have been answering questions from International students re: Visas and support. I am organising an international food day along with International office</p>	
5.	<p>5 Executive Officer Reports</p> <p>5.1 President MH absent: Paper taken as read IL: Have the drugs kits been ordered? FLY: These have arrived</p> <p>5.2 VP: Business and Law MC: Absent. Updates taken as read. No questions</p> <p>5.3 VP: Arts, Humanities and Social Sciences ACW: The Bloody Mess campaign survey is still open and needs more responses (currently 65) please share on social media to support. The Raise the Bar campaign weekly meetings with the university have been completed and we are writing a final proposal to take to Vice Chancellors Group (VCG), within a month. If this is approved it will go to Board of Governors in January. Students have been taking pictures with a #RaiseTheBar sign and tagging the SU and ARU to raise awareness and show impact. As part of the team mental health campaign, I am lobbying the university to implement the Big White Wall (a peer to peer support network with counsellors, GPs etc) alongside existing provision. We currently have 'silver cloud' which students can access 4 modules of. My proposal is being taken to the wellbeing steering group next week. CH: Big White Wall can create a 'mass-hysteria' or a culture of trolling and can have a negative side.</p> <p>5.4 VP: Health, Education, Medicine and Social Care FLY: The Rent report is completed and published. Copies are available in the offices or online as a PDF. Local MPs have been included in the distribution. We will be lobbying university to reconsider minimum standards for internal and external renting. I am also looking to support students with advice re: rights and options. There will be a project plan at the next Exec meeting. Break the Cycle / be Mankind – focussing on men’s mental health. I am looking to create a Q&A video session with male counsellors on both campuses. I am also hoping to deliver a walk and talk event to promote conversation between people. Sustainability. I have been arranging the delivery of sustainability workshops with GSI / Victoria Tait. There is an online sustainability skills survey which will give us access to ARU specific breakdown if uptake is sufficient. This can feed into our own and ARU strategies. Please share and complete. There are 2 conferences coming up to support this campaign (see budget requests). Tree-planting sessions are coming up on both campuses. In April 2020 we will host a ‘Sustainable Futures’ support day in collaboration with ARU to share best practice with other unions and unis. We are looking to set up a working group to get a nursery on campus (with IL). Considering Education students to support and deliver. Trans inclusion in competitive sports has been a problem with BUCs for many years – we have been invited to meet with CEO to discuss policy proposals. There is potential for a big win here! I am looking at PGR student support through printing tokens due to the volume of thesis printing and supporting those with both student and staff identities. I am also creating a brief for bite size CPD session for supervisors.</p>	<p>All</p> <p>All</p>

	<p>BM: What is happening with the Paramedic support package? Placements cost up to £400 in petrol and many are struggling to afford this. This contrasts with nurses who are given funding. We would like to keep this campaign alive and some lecturers are not being very encouraging.</p> <p>FLY: I will pick this up with you to discuss how you can support further.</p> <p>IL: This has been a long campaign and it won't be a quick win but Ben Morris (former Faculty rep) worked hard and we know this is a huge challenge.</p> <p>FLY: We have been butting our heads against a wall for 3 years, but we will keep going to make this change.</p> <p>SS: Could the sustainability angle be considered; pool cars, shuttle buses etc? The university have declared a climate emergency.</p> <p>FLY: We have asked the university about this but they are not willing to help in this way. Shifts, hours and locations are too wide ranging to make this viable.</p> <p>EL and IL: Is there a Christmas at the SU event similar to last year?</p> <p>ACW: Nothing is planned, as this was a campaign by Laura Douds.</p> <p>IL: I would like to take this up.</p> <p>ACW: You should plan this as a campaign and meet with volunteering and activities to make sure you are supported.</p> <p>5.5 VP: Science and Engineering</p> <p>My Survivors campaign will be restricted to Semester 1. The blog and resources will be available online and comms work is underway. An event is planned with 'Desperate Fleas' outside of the university to build a community. To ensure my own mental health I will stop after this point. I am working with FLY on sustainability project, building on his experience and hope to go to a conference next week.</p> <p>Student Steering group tomorrow will be hearing ACWs paper and I will update on progress. I have repeatedly heard that there is a problem with communication between staff and students in S&E. I am working with survey teams on MES. MES surveys can be used to make improvements but low uptake makes the data insignificant. We hope to find out why engagement with this process is low. I want to discuss this with students along with engagement with PDTs, which will need to be reviewed as it is a new process.</p>	<p>FLY</p> <p>IL</p>
<p>6.</p>	<p>6 Budgets</p> <p>EH: we are not quorate and voting will take place online for 48 hours after the close of this meeting.</p> <p>6.1 Selfie Sticks</p> <p>DF absent</p> <p>IL: What is this for? It does not relate to his project plan.</p> <p>EH: We believe this a resource request for use by Executive Committee.</p> <p>EL: Could we not borrow selfie sticks from Media Loans? I would like more information before I vote on this.</p> <p>FLY: Please use the comments section on the website to discuss / ask questions.</p> <p>IL: This may be linked to his project plan for interviewing students but it is unclear.</p> <p>SS: this should still be requested from media loans.</p> <p>6.2 ARU Mindful</p> <p>MC absent</p>	<p>EH / All</p>

	<p>FLY: This is a request for £220 to provide wellbeing boxes for use in eg: Waiting rooms in counselling and wellbeing. No questions.</p> <p>6.3 Survivors Support SF: I have requested money for token boxes to gather feedback on ‘I am a survivor / know a survivor / have no connection’ to help us make this statistic visible. EL: I am unclear what the budget request is for. Tokens or boxes? SF: We have the boxes and need to buy the tokens. IL: The results may not be valid if people do not feel comfortable identifying themselves. SF: We will use screens to maintain privacy. IL: What about resources for those who might be triggered? SF: These will be provided in situ and online.</p> <p>6.4 Sustainability Summit FLY: Sustainability summit is next Monday. This budget request is for me and SF to attend the NUS summit in Sheffield (Tickets and travel) IL: How much of the breakdown is for tickets? SF: £40 per person for 1 day</p> <p>6.5 Nottingham conference FLY: This is for a SU led conference on sustainability. This budget request is for me to attend. ACW: What is this for? FLY: This was proposed at Lead and Change and picks up on practice in areas such as sustainability and other key themes and explores how SUs can support each other in this area. This includes non-affiliated unions and widens our network. Attendance is free and we only need to cover travel. ACW: When is this? FLY: 13th November.</p>	
7.	<p>7.1 EH: Conferences: There is a ring-fenced £1000 for conferences. Please see the link and consider if there are relevant NUS conferences you may wish to attend.</p> <p>7.2 EH: Do Exec have any suggestions for NSS charities: IL: Mid and North East Essex MIND ACW: Can we email you suggestions? EH: Yes please do. EL: Should NSS be open to all final years as S&E FPT discussed that non-third year final year students (eg: sandwich year students) may not be able to complete it? EH: That is not correct as far as we are aware. EL: I will keep Executive Committee updated if I hear any more.</p> <p>7.3 ACW: LG has been contacted repeatedly by “academic support groups” offering services to students such as proof reading and essay writing. They seems to be coming from real people not bots. LG has told them that this is against academic regulations. Has anyone received these and what have you done?</p>	All

<p>IL: I have received these via Instagram - I don't know if it is people or bots but I delete immediately. ACW: If people get any more of these please let me know and we will pass this on to university committees. Many of these companies target international students and plagiarism awareness is generally lower in this group. Please share with your constituents. EH: Anything outside of the university student services will be a breach of our academic regulations so please share and be aware. ACW: I could request a pop up reminder on canvas IL: this is not on the assignments page either.</p>	<p>ACW</p>
<p>7.4 EL: Group Chat and faculty Networking events are online</p>	
<p>7.5 BM: I have had a lot of requests for interdisciplinary practice in HEMS. AJ: We sit on an interdisciplinary group and will share information with you. ACW: You can take this to FPT and FEC.</p>	<p>AJ / IL</p>
<p>7.6 EH: Hannah Belcher has left the team and interim campaigns support is through myself and Rachel Wilkenson</p>	
<p>7.7 ACW: I have been invited to sit on a teaching review across faculties, please give feedback when I request it.</p>	
<p>7.8 CH: Is there a plan for disabled history month? FLY: Not that I am aware of. You should ask the activities team and Rachel Wilkenson to plan anything like this. ACW: Getting student involvement in these activities is really helpful.</p>	
<p>7.9 CH: A suggestion has been made to make a 3D map of the campus to make it more accessible for students and provide routes. ACW: MC is working in this area and she can take this to her meetings. I would recommend meeting up with her. IL: There are new campus maps which are more searchable but not 3D. I think this an improvement but not as good what you are suggesting.</p>	<p>CH</p>
<p>7.10 Date of next meeting TBD.</p>	