

Executive Committee (FVC and LEDIC) Minutes; 29<sup>th</sup> October 2021, 1-3pm

Item				Action																																																																																																						
1.	<p><b>1.1 Attendance</b> P = Present, Ap = Apologies, A = Absent</p> <p><b>1.1.1 Members</b></p> <table border="1" data-bbox="233 595 1353 1731"> <tbody> <tr><td>Cavya Antony</td><td>President (CHAIR)</td><td>P</td></tr> <tr><td>Sobin Sojan</td><td>Vice President: Arts, Humanities, and Social Sciences</td><td>P</td></tr> <tr><td>Ashique Salim</td><td>Vice President: Business &amp; Law</td><td>Ap</td></tr> <tr><td>Divya Agarwal</td><td>Vice President: Health Education Medicine &amp; Social Care</td><td>P</td></tr> <tr><td>Kevin Long</td><td>Vice President: Science and Engineering</td><td>P</td></tr> <tr><td>Abbie Harper</td><td>AHSS Faculty Rep</td><td>P</td></tr> <tr><td>Wonda Grobbelaar</td><td>B&amp;L Faculty Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Abu Suresh</td><td>B&amp;L Faculty Rep (Cambridge)</td><td>Ap</td></tr> <tr><td>Ines Da Silva Correia</td><td>HEMS Faculty Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Kirstin Green</td><td>HEMS Faculty Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Lucy Barton</td><td>HEMS Faculty Rep (Cambridge)</td><td>P</td></tr> <tr><td>Cal O'Connor</td><td>HEMS Faculty Rep (Cambridge)</td><td>A</td></tr> <tr><td>Elle Rimmer</td><td>HEMS Faculty Rep (Peterborough)</td><td>Ap</td></tr> <tr><td>Ruime Azumara</td><td>S&amp;E Faculty Rep (Chelmsford)</td><td>P</td></tr> <tr><td>Sandra Misbah</td><td>S&amp;E Faculty Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Olubenga Oluwatominyi</td><td>BME Students Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Joshua Olasehinde</td><td>BME Students Rep (Cambridge)</td><td>A</td></tr> <tr><td>Tiegan-Leigh Everitt</td><td>Disabled Students Rep (Cambridge)</td><td>P</td></tr> <tr><td>Emma Wong</td><td>Disabled Students Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Akshay Kumbalath</td><td>International Students Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Robin Robert</td><td>International Students Rep (Cambridge)</td><td>Ap</td></tr> <tr><td>Charlotte Fraser-Williams</td><td>LGBT+ Students Rep (Chelmsford)</td><td>P</td></tr> <tr><td>Kat Persaud</td><td>LGBT+ Students Rep (Cambridge)</td><td>A</td></tr> <tr><td>Maddison Taylor</td><td>Mental Health Rep (Chelmsford)</td><td>P</td></tr> <tr><td>Alina Clarke</td><td>Mental Health Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Sascha Wasilewska</td><td>Trans Students' Rep (Cambridge)</td><td>A</td></tr> <tr><td>Neethu Jose</td><td>Women's Rep (Chelmsford)</td><td>Ap</td></tr> <tr><td>Chelsea-Marie Cochrane</td><td>Women's Rep (Cambridge)</td><td>Ap</td></tr> </tbody> </table> <p><b>1.1.2 Observers</b></p> <table border="1" data-bbox="233 1805 1353 1924"> <tbody> <tr><td>Emma Howes</td><td>Engagement Manager</td><td>P</td></tr> <tr><td>Fraser Luther-Yarwood</td><td>Director of Advocacy and Engagement</td><td>P</td></tr> <tr><td>Joe Bunkle</td><td>Campaigns and Representation Coordinator</td><td>P</td></tr> </tbody> </table> <p><b>1.1.3 Guests</b></p> <table border="1" data-bbox="233 1998 1353 2116"> <tbody> <tr><td>Tony Bickley</td><td>Engagement Manager</td><td>P</td></tr> <tr><td>David Rutt</td><td>Strategic Project manager RIDO</td><td>P</td></tr> <tr><td>Bettina Mills</td><td>Director of Strategic Planning and Performance</td><td>P</td></tr> </tbody> </table>			Cavya Antony	President (CHAIR)	P	Sobin Sojan	Vice President: Arts, Humanities, and Social Sciences	P	Ashique Salim	Vice President: Business & Law	Ap	Divya Agarwal	Vice President: Health Education Medicine & Social Care	P	Kevin Long	Vice President: Science and Engineering	P	Abbie Harper	AHSS Faculty Rep	P	Wonda Grobbelaar	B&L Faculty Rep (Chelmsford)	Ap	Abu Suresh	B&L Faculty Rep (Cambridge)	Ap	Ines Da Silva Correia	HEMS Faculty Rep (Chelmsford)	Ap	Kirstin Green	HEMS Faculty Rep (Chelmsford)	Ap	Lucy Barton	HEMS Faculty Rep (Cambridge)	P	Cal O'Connor	HEMS Faculty Rep (Cambridge)	A	Elle Rimmer	HEMS Faculty Rep (Peterborough)	Ap	Ruime Azumara	S&E Faculty Rep (Chelmsford)	P	Sandra Misbah	S&E Faculty Rep (Chelmsford)	Ap	Olubenga Oluwatominyi	BME Students Rep (Chelmsford)	Ap	Joshua Olasehinde	BME Students Rep (Cambridge)	A	Tiegan-Leigh Everitt	Disabled Students Rep (Cambridge)	P	Emma Wong	Disabled Students Rep (Chelmsford)	Ap	Akshay Kumbalath	International Students Rep (Chelmsford)	Ap	Robin Robert	International Students Rep (Cambridge)	Ap	Charlotte Fraser-Williams	LGBT+ Students Rep (Chelmsford)	P	Kat Persaud	LGBT+ Students Rep (Cambridge)	A	Maddison Taylor	Mental Health Rep (Chelmsford)	P	Alina Clarke	Mental Health Rep (Chelmsford)	Ap	Sascha Wasilewska	Trans Students' Rep (Cambridge)	A	Neethu Jose	Women's Rep (Chelmsford)	Ap	Chelsea-Marie Cochrane	Women's Rep (Cambridge)	Ap	Emma Howes	Engagement Manager	P	Fraser Luther-Yarwood	Director of Advocacy and Engagement	P	Joe Bunkle	Campaigns and Representation Coordinator	P	Tony Bickley	Engagement Manager	P	David Rutt	Strategic Project manager RIDO	P	Bettina Mills	Director of Strategic Planning and Performance	P	
Cavya Antony	President (CHAIR)	P																																																																																																								
Sobin Sojan	Vice President: Arts, Humanities, and Social Sciences	P																																																																																																								
Ashique Salim	Vice President: Business & Law	Ap																																																																																																								
Divya Agarwal	Vice President: Health Education Medicine & Social Care	P																																																																																																								
Kevin Long	Vice President: Science and Engineering	P																																																																																																								
Abbie Harper	AHSS Faculty Rep	P																																																																																																								
Wonda Grobbelaar	B&L Faculty Rep (Chelmsford)	Ap																																																																																																								
Abu Suresh	B&L Faculty Rep (Cambridge)	Ap																																																																																																								
Ines Da Silva Correia	HEMS Faculty Rep (Chelmsford)	Ap																																																																																																								
Kirstin Green	HEMS Faculty Rep (Chelmsford)	Ap																																																																																																								
Lucy Barton	HEMS Faculty Rep (Cambridge)	P																																																																																																								
Cal O'Connor	HEMS Faculty Rep (Cambridge)	A																																																																																																								
Elle Rimmer	HEMS Faculty Rep (Peterborough)	Ap																																																																																																								
Ruime Azumara	S&E Faculty Rep (Chelmsford)	P																																																																																																								
Sandra Misbah	S&E Faculty Rep (Chelmsford)	Ap																																																																																																								
Olubenga Oluwatominyi	BME Students Rep (Chelmsford)	Ap																																																																																																								
Joshua Olasehinde	BME Students Rep (Cambridge)	A																																																																																																								
Tiegan-Leigh Everitt	Disabled Students Rep (Cambridge)	P																																																																																																								
Emma Wong	Disabled Students Rep (Chelmsford)	Ap																																																																																																								
Akshay Kumbalath	International Students Rep (Chelmsford)	Ap																																																																																																								
Robin Robert	International Students Rep (Cambridge)	Ap																																																																																																								
Charlotte Fraser-Williams	LGBT+ Students Rep (Chelmsford)	P																																																																																																								
Kat Persaud	LGBT+ Students Rep (Cambridge)	A																																																																																																								
Maddison Taylor	Mental Health Rep (Chelmsford)	P																																																																																																								
Alina Clarke	Mental Health Rep (Chelmsford)	Ap																																																																																																								
Sascha Wasilewska	Trans Students' Rep (Cambridge)	A																																																																																																								
Neethu Jose	Women's Rep (Chelmsford)	Ap																																																																																																								
Chelsea-Marie Cochrane	Women's Rep (Cambridge)	Ap																																																																																																								
Emma Howes	Engagement Manager	P																																																																																																								
Fraser Luther-Yarwood	Director of Advocacy and Engagement	P																																																																																																								
Joe Bunkle	Campaigns and Representation Coordinator	P																																																																																																								
Tony Bickley	Engagement Manager	P																																																																																																								
David Rutt	Strategic Project manager RIDO	P																																																																																																								
Bettina Mills	Director of Strategic Planning and Performance	P																																																																																																								

	Alex Mosely	Anglia Learning and Teaching	P	
	Demi Smith	Senior Representation Coordinator (HEMS)	P	
	<b>1.2 Terms Of Reference*</b>			
	<b>1.3 Minutes of the last meeting</b> The minutes were approved.			
	<b>1.4 Actions Arising</b>			
	<b>ITEM</b>	<b>ACTION</b>	<b>OWNER</b>	<b>UPDATE</b>
	Carried Over Actions:			
		None		
	New Actions: September 2021			
	2.2	Provide required sizes for hoodies to EH via chat or email	ALL	Partially complete.
	2.3	Please email EH to take on committee places or request more info: 4 x Reps: Student Experience Committee, 1 x PGT Rep: Academic Standards and Quality Committee, 1 x UG Rep: Student Matters Committee (Board of Governors)	ALL	Partially Complete: Remaining vacancies: 2 x SEC 1 x PGT Rep: ASQ 1 x UG Rep: Student Matters
	2.3	EH to update committee memberships and inform secretaries.	EH	Complete
2.	<b>2. Items for Discussion</b>			
	<b>2.1 Changes to Bye-Laws</b> DS outlined the role of the proposed VP Healthcare Practice Students FLY noted an online vote as we are not quorate. DS shared email address and asked for questions EH: Please vote when the voting link is shared – non quoracy means we will not be able to pass these changes even if 12 of you vote in favour!			
	ALL			
3.	<b>3.1 Introductions to all staff and Exec Members</b>			
	<b>3.2 Faculty Rep Updates:</b> <b>3.2.1 Faculty Rep HEMS Chelmsford:</b> LB: Written update taken as read – lots of feedback about placements ongoing			

4.	<p><b>Campaign Rep Updates</b></p> <p><b>4.1 Mental Health Rep Chelmsford</b>  MT: Meeting with NHS society next week to look at ‘pets as therapy’ events. Interested in seeking some budget for refreshments for the volunteers.  Also have had feedback that wellbeing services need better promotion.</p> <p><b>4.2 Disabled Students’ Rep Cambridge</b>  TLE: Have been contacted by students regarding support and awareness of ADHD and concerns raised about the knowledge and support through the PDTs.  Also would like to hear any updates about the accessibility audit.</p> <p>CA: Campaign reps should arrange a meeting with JB and FLY to take ideas forward and develop campaigns.</p> <p><b>4.3 LGBT+ Rep Chelmsford</b>  CFW: Planning to push for mandatory training on EDI, incorporated into the curriculum.  Also want to work on pronoun name badges.</p>	
5.	<p><b>Executive Committee Updates:</b></p> <p><b>5.1 President:</b>  Team are working on international student fees and the quality / accessibility of support for international services. Eg: access and uptake of English / EFL courses.</p> <p>Team are working on response times from ARU staff replying to students. Lobbying for consistency across the faculties. AHSS has agreed to reduce their response times to 3 working days max. S&amp;E and HEMS are still to agree.</p> <p>Working on a ‘good speech’ policy which we will share with you as it develops.</p> <p>Developing EDI training and embedding this into community building delivery in the curriculum. Have spoken to the Deputy Dean AHSS and had positive feedback about the possibility of this.</p> <p><b>5.2 VP HEMS</b>  ARU have approved the period poverty campaign actions and will be funding some period products.</p> <p>Have put in a budget request to support the development of an SU based food bank. Please can everyone vote online after the meeting; Food security is a real concern for some students and I would like to establish a donation box on each campus and encourage students to put dry, long shelf life items in for others to take. I would like the budget to kick start this campaign; buying the boxes and some food. It is a trial, and we will review after 2-3 months to see how it is working.</p> <p>Looking at the wellbeing services and language around mental health. I will be working on support for international students with EFL with David Walmsley</p> <p><b>5.3 VP S&amp;E</b>  KJ: Planning a job fair on campus to support employment outcomes in S&amp;E. I have met with the employability team to collaborate on this.</p> <p>Wanting to work on food options in the canteen.</p> <p>Plans to bring psychology students in to support wellbeing services are now on hold</p> <p><b>5.4 VP Arts Humanities and Social Sciences</b></p>	ALL

	<p>SS: Considering barriers to engage with student communities and looking at an app called UMI to overcome barriers such as cultural / language to help build friendships and support student communities. Seeking feedback from students</p> <p>Looking into the fee structure with a focus on international students.</p> <p>Also supporting team on response times project within my faculty</p> <p><b>5.5 VP Business &amp; Law</b> CA: Ashique has been working with faculty staff to increase placement / internships opportunities</p> <p>Also working on accommodation contracts and costs; following previous officer campaigns.</p>	
6.	<p><b>6. The Group Chat</b> FLY: outlined group chat and expectations of executive committee members. All should attend and ensure updates are current and relevant.</p>	ALL
7.	<p><b>7. Breakout sessions</b> 7.1 Campaign reps to join Tony Bickley for network training. (Requested members to allow a recording of the session.)</p> <p>Faculty reps and officers joined by BM, DR and AM to discuss education strategy.</p> <p><b>7.2 Education Strategy:</b> DR and BM outlined 3 draft strategies and the pillars. Clarifying questions asked by EH and FLY</p> <p>CA: How will students be involved in the development of these strategies? BM; next steps include student consultation – will launch an online open consultation where questions and comments can be submitted by staff and students (from mid November) Task and Finish groups have been created to get specific questions and priorities set. We would like reps to be members of these groups. We would also like any other ideas on how you would like to involve students. CA: During a workshop we established some questions which we would like the task and finish group to address – can these be shared with Exec? FLY: It will be important to make sure that the consultation is accessible in terms of time needed to complete the questionnaire and to eg: International students with EFL, placement students...</p> <p>DR: Would incentives help encourage students to complete? FLY: We have used prize draws and similar in the past there is a challenge making the incentive worth while without de-legitimising the feedback.</p> <p>BM: How could we seek feedback on the landing page, especially regarding language. EH: This can be shared with the whole Executive Committee for comments via Teams (send to FLY)</p> <p>DR: would an optional short video in the survey help to give context? DR: We would like to fill places on task and finish groups with student reps. EH: Officers have very limited time to sit on additional meetings FLY: It would be important to give clear dates and times to engage other reps due to eg: placement, work, studies, child care. DR: Yes and we could share information via teams for online conversation.</p>	<p>BM</p> <p>BM</p>

ITEM	ACTION	OWNER	UPDATE
Carried Over Actions: September 2021			
2.2	Provide required sizes for hoodies to EH via chat or email	ALL	Partially complete: Hoodies now available for collection – email EH to arrange
2.3	Please email EH to take on committee places or request more info: 4 x Reps: Student Experience Committee, 1 x PGT Rep: Academic Standards and Quality Committee, 1 x UG Rep: Student Matters Committee (Board of Governors)	ALL	Partially Complete: Remaining vacancies: 2 x SEC 1 x PGT Rep: ASQ 1 x UG Rep: Student Matters
New Actions:			
2.1	For Approval; Changes to Bye-Laws. All members of the Executive Committee to vote online.	ALL	
5.2	For Approval; Budget request for £70 for food banks.	ALL	
7.2	BM to share task and finish group questions with Exec via CA	BM	
7.2	BM to share consultation landing pages with Exec (Via FLY) for comment	BM	