ARU STUDENTS' UNION

Executive Committee Meeting Minutes
29/08/18 14:00 – 16:00 (16:50)

Item No		Action
1	**1.1 Attendance**	
	Amanda Campbell-White Vice President (Arts, Law and Social Sciences)	
	Alex Mead ALSS Faculty Rep (Cambridge)	
	Blessing Raimi BME Students' Rep (Cambridge)	
	Fraser Luther-Yarwood Vice President (Health, Social Care, Education and Medical Science)	
	Iqrah Afzal LAIBS Faculty Rep (Chelmsford)	
	Jamie Smith FST Faculty Rep (Cambridge)	
	Mary Copsey Vice President (Business)	
	Matt Hayes Vice President (Science and Technology)	
	Oluwadamilare Ojewande Vice President (ARU London)	
	Kyia Thompson Women's Rep (Cambridge)	
	Laura Douds President	
	Tatiana Sapiano FHSCE Faculty Rep (Chelmsford)	
	Tiegan Lawson FHSCE Faculty Rep (Cambridge)	
	Abigail Dickinson Activities Manager	
	Emma Howes Engagement Manager	
	Bethan Dudas Director of Advocacy and Engagement	
	Megan Bennett ARU London Manager & Democracy Coordinator	
	Rose Guy Campaigns & Education Enhancement Coordinator	
	1.2 Apologies	
	Michael Turner Trans Students Rep (Cambridge)	
	Ben Morris FMS Faculty Rep (Chelmsford)	
	Sandra Mikosinska International Rep (Chelmsford)	

	1.3 Absences Juliet Onuoha — Disabled Students' Rep (Cambridge) Kelly Baker — ALSS Faculty Rep (Chelmsford) Luca Girardi — LGBT+ Students' Rep (Cambridge) Miranda Gayle — BME Students' Rep (Chelmsford) Tavonga Magwenzi — FST Faculty Rep (Chelmsford)	2
2	**2.1 Acceptance of Previous Minutes** The minutes of the previous were accepted as accurate. **2.2 Matters Arising** Actions: 20th June 2018 **2.3 Terms of Reference** MB clarified the meaning of terms of reference	
3	**3.1 Deputy President** LD introduced the election for Deputy President. 2 candidates nominated themselves: Matt Hayes and Mary Copsey. Each candidate presented a brief verbal manifesto. A paper ballot was held. LD reminded exec that RON is an acceptable vote. Results: RON 1, MC 6, MH 5. MC is declared deputy president	

Actions: 20th June 2018

ITEM	ACTION	OWNER	UPDATE
3.1.2	SU page in student handbook (seen through Course Re Approval) should be updated with accurate SU content. LD to raise at QESC.	LD	Ongoing. Will be taken to relevant committee identified in the new structure.
5.2	Against NHS cuts: LD to circulate NUS resource for supporting this campaign.	LD	To be completed: LD to circulate
5.12	Equal Access: re: Refugee Week, LD to publish articles and links to survey.	LD	Completed

	3.2 Financial Support Review BD and LD presented a confidential summary of the proposed changes to financial support. (presentation attached). Summary of national access agreements and current ARU offer (Books plus). This is no longer considered an appropriate method of tackling inequality. New proposals (These only apply to new students): Means tested cash bursaries. 1 core text book for all 1st year modules (including international students). More money for employability activities. Officers have been involved in the discussions and support the move away from Books plus. They want to consult more widely with students including discussion at the November all members meeting. JS asked clarity regarding data sources and thresholds provided, which were confirmed as valid. JS asked why the university discounted the popularity of books plus amongst students. LD and BD clarified that Andrea Cheshire had scrutinised this information with 'fresh eyes' and found it to be inadequate. The major factors in the decision was the lack of impact of Books plus on inequality and the Office For Students decision that Book plus was not appropriate. JS asked for confirmation that 'Widening Participation' and 'OFFA accountable' are the same students. BD confirmed. KT queried the support available for those with parents who may earn above the threshold but do not receive support. LD confirmed that this had been raised and that the hardship fund would be available. KT raised concerns with this process. TS queried the similarity in bursary between families earning £20,000 and £40,000 and the reasoning behind cash bursaries rather than Books Plus. LD noted that the wider flexibility of cash was seen as a positive move. KT questioned the possibility of a bursary counting 'against' applications to the hardship fund (which Books plus didn't impact), as the hardship fund application is already extremely complex. LD will address this with Andrea Cheshire. JS queried the relationship between the funding for access agreements and personal tutoring. BD clarified that the funding for the personal tutoring project was an example of a retention project, but not an inter-dependent project. JS queried the use of the access fund which was previously delivered on top of Books Plus and requested this is queried. JS questioned whether this decision was made without involvement of the SU / Officers. LD reassured Executive Committee that Officers were consulted on several options which were proposed and these can be provided if requested. JS raised a concern that the carers support fund which was incorporated into the hardship fund is not ring fenced and is now being reduced. LD will address this with Andrea Cheshire. JS asked about the time frame for the consultation with students. BD confirmed that the main focus of the consultation will be at the November student members meeting, with info shared from teaching week 1. OO questioned whether repayments of hardship loans would prevent a student graduating. JS confirmed that this was the case.		LD LD

BD stated that staff are investigating the financial impacts on the SU eg: ticket sales income. LS raised concerns that students who are already less likely to achieve are now being measured on engagement in order to receive support. LD confirmed that these measures have been considered by the Officers as attendance / dashboard measures would be problematic. 'Hand in' seemed to be the best balance between simplicity and accessibility, although the timings of hand ins would be inconsistent and students would be consulted. JS questioned the need for any engagement measure and asked if it would be simpler to just give the cash bursaries. JS also raised lecturer absence as an issue.

3.3 Bye-Laws
LD provided a brief summary of the proposed updates to the Bye-Laws and asked for these to be taken as read.

JS raised a concern that the DEAG was included and then removed as an administrative issue.

JS stated that the Deputy President Role was still not clear enough, although this may not need to be included in the bye law, but clarity is needed externally.

JS praised the inclusion of feedback forums.

AD gave more explanation around the society's bye-law which has received a more substantial update. JS queried student / staff roles within the decision making and AD clarified that student roles are not overtly operational.

LD asked for clarity around the 2 options provided for the elections bye-law. MD and EH explained that the options were to include an election committee with student membership or to remove the committee but include students or officers in the planning meetings. JS asked for clarity that the removal of Elections Committee would remove the need for quoracy in any 'planning' meeting. This is correct.

JS asked for clarity of the role of Faculty Reps whose roles are changing. LD explained that they will continue to represent the students who elected them for the coming year.

LD asked for Exec to vote on the 5 proposed bye-law changes:

Bye –Law 2: For: IQ, FLY, TS, AM, BR, MC, TL, LD, KH, KT, JS, ACW

Against: none, Abstentions: none

Bye-Law 3: For: IQ, FLY, TS, AM, BR, MC, TL, LD, KH, KT, JS, ACW

Against: none, Abstentions: none

Bye-Law 4: (including the removal of elections committee) For: IQ, FLY, TS, AM, BR, MC, TL, LD, KH, KT, JS, ACW,

Against: none, Abstentions: none

Bye – Law 6: For: IQ, FLY, TS, AM, BR, MC, TL, LD, KH, KT, JS, ACW

Against: none, Abstentions: none

	3.4 Trustee Appointment LD summarised recent changes to the trustee board and asked Exec to support the proposed candidate Jason Snowdon (an existing member of the Finance and Risk Committee) JS requested reassurance that Finance and Risk Committee would not be left without appropriate staffing. LD stated that recruitment was taking place. For: IQ, FLY, TS, AM, BR, MC, TL, LD, KH, KT, JS, ACW Against: none, Abstentions: none	
4	**4.1 Executive Officer Reports** **4.1.1 – President LD:** This year's team campaign is focussed on housing / rent to address concerns around cost of housing and it's fitness for purpose. Budget requests are not yet ready, but the project plan is complete and deliverables / activities are allocated to officers. LD is leading on various 'history months' to build communities. LD is creating working groups to work with these communities and develop plans for events. Budget requests are attached. A Christmas companionship project plan is attached. Funding will be sought elsewhere. Officers attending residential training and 'Lead and Change'; Networking was useful and a monthly network meeting with Cambridge SU has been arranged. BR asked if this will be used to support history months. LD confirmed this.	
	4.1.2 – Vice President Business MC: Business blogs are being created; website design is underway to support students in the Business and Law courses to help build community and share experiences via blogs from eg: Post Graduate / Society / Part Time students. International Support packages are being developed to promote visibility on areas of support available to international students. MC has been inputting into Rep training plans and Course Based Society activities. MC has been monitoring the 2 pilot schemes of the Personal Tutoring plans. Carer's awareness campaign; resources and links have been provided to support knowledge of these students and recognise the various types of carer role which students undertake. MC and ACW explained that they are setting up a donation scheme to support charities linked to carers and those with caring needs. The intention is to work with the RAG / Pokémon / other societies on this. MH queried how Pokémon Society would contribute to carer's awareness. MC clarified that society activities would support relevant charities and events. MC is working with FLY on the part time jobs fairs. Thanks were given to the committee for supporting online surveys / polls. Fairs will be held 23rd October in Chelmsford and the following week in Cambridge.	

	4.1.3 – Vice President (Health, Social Care and Education) FLY: Part time jobs fair will be taking place in response to feedback from students that they want more employment opportunities and seasonal work. FLY is working on the promotion of societies to increase their engagement and visibility. Also to provide better opportunities for feedback and support. Peer mentoring: FHSCE has previously trialled peer mentoring schemes and FLY hopes to improve on this practice, to support the diversity of students in the faculty. Students will be paired with those in higher year groups to offer social and basic academic support. KT queried the 'approved by Exec' tick box on the project forms. RG clarified that this was an oversight and will be corrected.	
	4.1.4 – Vice President (Science and Technology) MH: A Society's Skills project proposal is attached. Faculty Networking Events will be happening shortly after fresher's. The access to specialist spaces project is currently focussed on Compass House and will move onto Marconi. MH will be addressing this through FPT meetings with senior faculty staff.	
	4.1.5 – Vice President (Arts, Law and Social Sciences) ACW: The Best Night In campaign is intended to support students who don't enjoy traditional student nightlife and build this community. Events will be held in SU spaces (eg: toast Tuesdays). Best Night Out will focus on safer nights out including safe sex, consent, bye-stander training and drink awareness. A Body Positivity campaign will include creating a confidence guide and a fashion show with Cambridge School of Art students. A Stress Management campaign will include de-stress fest, breakfast clubs and workshops.	
	4.1.6 – Vice President (ARU London) OO: OO will be conducting a survey in September to ask students about the need for laptops being provided by ARU London, in place of current bursaries. KT asked for clarity regarding ARUL funding – LD clarified that ARUL is a separate institution financially and that further clarity can be provided outside of the Executive Committee. OO stated that there will be a cultural week in March. Lecture Recording will be developed at ARU London. TS stated that this would be beneficial to all students and should be promoted. MC added that Lecture Capture is currently under discussion.	

5.	**Budgets** Note: AM, JS, IA left the meeting: Voting will now take place online for budgets s the committee is not quorate. LD: The budget available is £5000 for the campaigns for the year. Current proposals have reached £5400 and do not yet include the rent campaign. Officers have worked to reduce their budgets to approximately £4000 and are now asking for approval. Officers introduced each budget request including any proposed reductions: Campaign Reps budget maintained at £600 History Months budget reduced to 1050 Carers Awareness reduced to £270 Part Time Jobs Fair maintained at £170 Peer Mentoring maintained at £350 Society Skills reduced to £280 Compass House Protest maintained at £30 Best Night In reduced to £250 Best Night Out maintained at £230 Body Positivity reduced to £200 De-Stress Fest reduced to £650 LD asked that the Executive Committee were happy to vote based on the newly proposed budgets and figures if these are provided in writing by Friday 31st Aug at midday. Officers agreed to do this and the Executive Committee agreed. Voting will take place online from Friday. RG confirmed that any unspent money from campaigns will be able to be reallocated once the project is completed so future bids would be very likely to be possible.	
6.	**6.1 Campaign Rep Updates** **6.1.1 Women's Rep (Cambridge) KT:** Meetings are now arranged with the sexual respect working group. She hopes to get feedback on the proposed name of the universities campaign around these issues, which was discussed by Reps at the away day. KT is working to develop the 'Bringing in the Bystander' training. KT is developing forums and discussion groups. **6.1.2 BME Students' Rep (Cambridge) BR:** BR has been gathering feedback on the BME experience. She plans to hold BME meetups and provide social opportunities to meet other BME students. This will include increasing visible activity eg: during BME history month, cultural events / Give It a Go events.	

	6.2 Faculty Rep Updates 6.2.1 FHSCE Faculty Rep (Cambridge) TL: TL will be working on isolation and exclusion of placement students to build support networks with students in similar situations. TL raised placement concerns regarding electives and locations at the FPT meeting and hopes to improve choice and flexibility in placement choices. TL has been working on a student concern around the cost of tablets used for assessment in placement courses. These have been free on a trial basis until now, but this will be unavailable with the wider roll out to nursing courses. She has been negotiating with faculty staff to appease students concerns. EH praised TL and FLY for effective negotiation on this issue.	
7&8	Big Ideas & New Policies LD proposed that these 2 agenda items be pushed back to the next meeting due to time constraints. Executive Committee agreed to this suggestion.	
9	Any Other Business RG reminded Executive Committee members to continue to promote identity meet ups and Fresher's fair. A briefing will be available at each fresher's fair for reps in attendance. KT asked about attendance and timings at Fresher's: RG requested arrival before 10am. KT asked if she could collect sign up info for Bye-stander training. BD clarified that this will need to be provided online and not on paper due to GDPR restrictions. KT will meet with RG to set this up. MC reminded Executive Committee to share vacancies at the SU.	KT
10	Date and Time of Next Meeting: 26th September 2018, 2pm – 4pm	