

Agenda

Present:

Name

Georgia Petts (GP)
Abi Brown (AB)
Lucy Krogdahl (LK)
Amina Akugri (AA)
Bailey Marchant (BM)
Talia Adams (TA)
Katie Smith (KS)
Jack Eames (JE)
Ginevra Pucciarini (GPu)
James Brooks (JB)

Job Title

VP Education (Chair)
VP Activities
VP Wellbeing & Community
VP International
VP Campaigns & Environment
College of Social Science Officer
College of Arts Officer
College of Science Officer
LIBS Officer
Chief Executive

Also in attendance:

Hannah Coleman (HC)
Shanna Limm (SLm)
Gemma Smart (GS)

Deputy Chief Executive
Union Administrator (note taking)
Marketing and Communications Manager (*present for point 9 only*)

Action

Part A

1. Welcome & Opening Business

- **Apologies for Absence**
With all individuals present, no apologies were received.
- **Declarations of Interest**
No items were raised for discussion.
- **Health & Safety**
JB noted that an update was awaited from the Sports Centre in relation to the creation of a health and safety agreement.

2. Minutes of the last Executive Committee meeting held on 25th January

- It was noted that amendments were required regarding agenda point 11; subject to these amendments, the minutes from the previous meeting were agreed to be accurate.

3. Minutes of the last SMT held on 1st February

- No items were raised for discussion.

4. Matters Arising

- GP noted that SL catch-ups had been arranged on a weekly basis.
- It was noted that GP, SLm and the College Officers had met during the previous week to discuss virtual drop-ins and the SUMS GOATing module.

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- BM noted that she had contacted Liz Mossop (LM) (Deputy Vice Chancellor) in relation to the Race Equality Charter, with the proposed changes since added to the document.
- 5. Weekly Report**
 - Document taken as read.
- 6. Weekly Events**
 - BM noted that a litter pick event had been arranged for 15th February, with volunteers to borrow equipment and work in the local community in a socially distanced manner; it was requested that this be promoted as best possible.
 - LK noted that further cook-along events had been planned for the upcoming weeks.
- 7. SUggestions**
 - GP noted that the thumbnail designs developed as part of the rep visibility submission had been popular amongst representatives; it was added that the SUggestion was ongoing until all promotional elements had been received and disseminated.
 - GP noted that she intended to mark her assigned library times SUggestions as 'Future' due to delays in this development as a result of the pandemic. GP
 - LK noted that she had been notified that a hot water tap had been reviewed for implementation in the Minerva Building, with an update anticipated in the upcoming weeks from Simon Parkes (SP) (Deputy Vice Chancellor).
 - GP presented the group with SUggestions categorised as future which could be re-visited; it was agreed that these would be reassigned to the relevant Student Leader in due course. GP/SLs
- 8. GOATing Report**
 - **21st January – 3rd February**
 - GP noted that following an update on the GOATing module, SLs could mark their submissions as complete once a query had been responded to; it was requested that all SLs use this process going forwards.
 - It was noted that the feedback received as part of the report highlighted that students felt a lack of motivation; it was added that the SLs work towards motivational campaigns and projects would support and engage students in the upcoming weeks.
- 9. Access and Participation Plans – Student Written Submission**
 - HC noted that GS and SLm had planned the promotion and arrangement of the project respectively and commended them for their work thus far.
 - GS noted that feedback was sought from underrepresented groups in relation to the University's work on reducing inequality, with SLs to promote this to their respective areas.
 - The proposal was approved (5-0).

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10. I Love Tour 'Summer Escape'

- AB noted that it had been raised that I Love Tour had contacted students directly regarding a proposed event in July, despite being requested to communicate through the Students' Union.
- The group discussed the proposed event and agreed that due to the potential health and safety risks and uncertainty as a result of the pandemic, the trip would not be endorsed by the Students' Union.
- TA noted that from a student perspective it would be disappointing and frustrating to promote a trip that was not likely to happen; LK added that endorsement of the trip might encourage the breaching of government guidance.
- It was noted that sports tours had been facilitated through the Activities department to set expectations, due to the reputational risk of the trip, following previous issues raised.
- The group agreed that it was not acceptable for the company to contact students directly when previously requested that this not take place; as a result of this JB requested that the current contract be reviewed and disputed.
- It was agreed (5-0) that the trip would not be endorsed, with students discouraged to attend due to the level of risk. As well as this, it was agreed that the contract with I Love Tour would be reviewed, and communications created to sent to sports groups.

AB/HC

11. Negative Funds – Black Feminist Society

- AB presented the group with an update on the Black Feminist Society's progress with their proposed repayment plan, with the group owing approximately £200 despite the deadline date being surpassed; it was added that the society had attributed this to the impact of the lockdown.
- HC provided the group with an overview of the circumstances around the negative funds, which were a result of an event arranged by the Black Feminist Society for which they had submitted a funding application. Following a change in the date of the funding panel however, the event had taken place prior to funding approval and as per the procedures in place the funding application was declined (as events cannot be funded retrospectively).
- AB noted that the society had paid half of the outstanding funds thus far and that this should be taken into consideration.
- It was noted that committee members are provided with training in relation to funding and events procedures at the beginning of the academic year.
- The group discussed the matter and it was agreed that under the current circumstances the deadline for repayment would be extended until July, however the Society would be required to submit an amended repayment plan taking into consideration lockdown measures; this was approved (5-0).

AB

12. Proposal – Easter Egg Hunt

- BM presented the group with the proposed activity which intended to support getting active and promoting engagement in a socially distanced manner, the group agreed that the proposal was positive.

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- It was agreed that a vegan alternative would be required as part of the financial plan, with a more in depth plan to be produced; the proposal was approved subject to these alterations. **BM**

13. Proposal – Climate Convention

- BM presented the group with the developed Enviro-fayre which would take place over several days and include talks, workshops and opportunities to feed back.
- JB noted that the event could be funded through the grant received from the Arts Council.
- GP requested that further financials be broken down, with a virtual plan, as well as a physical plan to be produced; the proposal was approved subject to these inclusions. **BM**

14. ISA Booklet

- AA presented the group with the document produced by the Marketing department, which the group commended.
- It was noted that minor amendments were required following alterations to Officer positions, with TA also suggesting that further reference be made to academic representatives.
- It was agreed that the College Officers would be invited to the next ISA Forum to discuss the matter further and assist in embedding their roles, as well as the rep system in a collaborative fashion. **AA/
College Officers**

15. Student Leader verbal updates/wins:

- VP Education
- VP Activities
- VP International
- VP Wellbeing and Community
- VP Campaigns and Environment

GP noted the following:

- Several meetings had taken place in relation to elections, following an increase in interest.
- She had been supporting the College Officers with their proposed KPIs.

AB noted the following:

- Following an issue reported at the Sports Centre by the Archery Society, the matter has since been resolved.
- She had been working on updates and an action plan as part of the BAME student motion, with a meeting to take place with AA and BM during the following day.
- It was also suggested that the BAME student motion be kept as a standing agenda point for Executive Committees going forwards; this was agreed.

AA noted the following:

- She had delivered three SU talks over the past week, to offer holders, members of the doctoral school and the Study Group.
- A Facebook live had been arranged to promote Lunar New Year.

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LK noted the following:

- A Community Food drop had been arranged for 11th February.
- She had been calling landlords to discuss developments in rent, which would be discussed further on Wednesday.

BM noted the following:

- She had been planning a 'Feel Good' campaign which was intended to take place in March.
- She had met with Harriet Plewis (HP) (Lecturer in Fine Art), to discuss improving race equality within Schools with student involvement encouraged.
- Libby John (LJ) (PVC, Science) had contacted regarding "Teach In" which encouraged lecturers to embed sustainability across their teaching.

16. Chief Executive Verbal Update

- A staff review had been conducted and was underway.
- He would be out of office on Tuesday 9th February.
- The Gateway was due to be complete and available for use in the upcoming weeks; it was agreed that BM would promote the space to students, as well as the facilities available.
- Stocks from the venues had been reviewed with a second hand-out arranged for the upcoming weeks.
- Student Leader training plans were underway. S

17. College Officer Updates

- JE noted that clarification had been received for Masters students regarding lab work which was permitted to continue. The School Rep for Geography had been working on the AGE scheme which allowed individuals to enrol in projects and gain experience.
- JE added that LK's community map was due to be discussed at an upcoming committee and it was agreed that JE would request for LK to be invited.
- KS noted that informal School Rep meetings had been arranged. It was added that there had been miscommunications surrounding practicals for Film and Media students in particular.
- The group acknowledged that it was LSFM Industry week, with anyone able to attend the sessions arranged.
- GPu noted that she had been working towards creating a LIBS representative chat in order for issues to be raised directly; the group suggested that this be created via Microsoft Teams.
- TA noted that she had planned a refresh for representative positions as part of term two, with posters and resources to be shared across the College. Plans for an inter-College Careers week were also underway.

JE/LK

18. Any Other Business

- GP noted that it was AB's final Executive Committee as Vice President Activities and thanked her for her hard work and commitment to the role on behalf of the group.

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Part B

19. Rep Co-opts

- These were approved by the group (5-0).

20. New Society Applications:

- Baking
- Medical Ethics
- Neurodiversity
- GP raised that the proposed Baking Society had not included much detail and had not completed the entire application; as a result of this, the application was rejected.
- The Medical Ethics and Neurodiversity applications were approved (5-0).

21. Committee Notes:

- Academic Board
- College International Committee
- Documents were taken as read.

22. SRG Minutes

- Document taken as read.

Date of Next Meeting: 3pm, 22nd February 2021

Chair Georgia Petts

Signed

