SU Executive Committee Meeting Minutes

# **Meeting Information**

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| **Date:** | **Thursday 12th October 2023** |
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| **Time:** | **14:30 – 16:00** |
|  |  |
| **Location:** | **SU Meeting Room 3** |

# **Attendance Registry**

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| **Role**  | **Present/Apologies/****No Show** | **Name** |
| **Executive Team** |
| **SU Chairperson** | **Present** | **Jude Install** |
| **SU President** | **No Show** | **Atul Rana** |
| **Vice-President Education** | **Present** | **Kwan Yuet Adora Wong** |
| **Vice-President Student Activities** | **No Show** | **Juan Carlos Garcia Belza** |
| **Vice-President Welfare** | **Present** | **Kirsty Allan** |
| **Vice President Communities** | **No Show (Joined at 15:02 and left at 15:19)** | **Taher Gadiwala** |
| **Women’s Officer** | **Online** | **Sakshi Sandeep Jain** |
| **International Students’ Officer** | **Present** | **Ekta Sugahiya** |
| **Disabled Students’ Officer**  | **No Show** | **Tom Foley** |
| **Part Time & Commuter Students’ Officer** | **Present (Left at 15:00)** | **Batoul Abu Affar** |
| **Black, Asian and Minority Ethnic Officer** | **Online (Joined 14:38)** | **Stephen Ikem** |
| **Lesbian, Gay, Bisexual, Trans, Queer + Officer** | **-** | **-** |
| **Postgraduate Officer** | **-** | **-** |
| **Mature Students’ Officer** | **-** | **-** |
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# **Minutes**

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| **Agenda Item** | **Description** | **Minutes** |
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| **1.** | **Welcome** | **Chair (JI) welcomed all officers** |
| **2.** | **Update on meeting structure** |  |
| **2.1** |  | **2 minutes on explanation then 3-minute discussion on the point. Chair** **KA asked for clarity****JI explained 2 minutes to explain agenda item and then 3 minutes to discuss the topic to then vote on it. Keep structure and to time.****All present verbally agreed to this structure.** |
| **3.** | **Round the room introductions/apologies** |  |
| **3.1** |  | **No formal apologies given prior to the meeting.** |
| **4.** | **Matter of Votes: anonymous or not** |  |
| **4.1** |  | **JI noted the anonymous vote at the meeting is something to discuss. Keep to not anonymous vote for now and then will review this as next meeting to review.** |
| **5.** | **Matters Arising from previous meeting** |  |
| **5.1** |  | **AW noted Executive committee and SA Executive committee; students may sit on both committees.** **JI noted JCGB mentioned to him that there might be a conflict of interest.****KA pushing through agenda items from one committee to the another.****KA different roles on different committees, may be areas that cross over.****RB noted that students mentioned engaged students being taken away from this may cause issues.****RB noted if on a Society committee member wants to be on SA executive committee, it excludes their knowledge and experience.****AW noted that this isn’t what it refers to, it is about Executive Committee and SA Executive Committee. Not individual club or society committees.****RB and JI noted that this isn’t how JCGB had framed this to them.****BAA suggested it is perhaps in reference to being PT & Commuter Students Officer and also being on SA Executive Committee.****JI noted that this will be revisited at next Executive Committee meeting as this agenda point was raised by JCGB and AR who are not present at today’s meeting.** |
| **6.** | **Executive Committee Plan Updates** |  |
| **6.1** |  | **AW noted no personal stance but feel that it is important a statement should be made by the SU.****JI noted that without quoracy it may be too late to send a statement if waiting for next meeting.****Discussed doing an emergency vote after this meeting.****RB noted that staff approval isn’t required for the publishing of a statement.****JI noted that the politics of the situation is not the focus, it is the human element that should be focused on. What can be done for students, what support is available.****JI asked what was done for the Ukraine conflict.****BAA noted a protest, collection for charity and support for mental health. BAA noted that what can be done is mental health support as UK doesn’t have a stance between Israel and Palestine. For Ukraine conflict the UK has a stance between Ukraine and Russia. So share mental health support number and email for students.****NA confirmed quoracy for Executive Committee Meeting is 50%.****AW noted something should be drafted first but agree now that a statement should be sent out.****JI asked about taking a vote about sending out a statement.****Vote: 6 votes for sending out a statement****SI noted that mental health support being signposted or provided is good.****BAA suggested hosting a room where students can come and write down thoughts and feelings on paper, providing tea and coffee. Signpost mental health support available.****JI noted that a statement draft should be made.****RB and JI actioned to write a statement draft which JI will share with the rest of the committee to review.** |
| **7.** | **2030 University Objectives** |  |
| **7.1.** |  | **No mention of disability in the entire strategy document.****AW highlighted that a meeting with VC has been arranged for later this month, all officers are invited to attend.****Officers will be sitting on the panel; AW and AR.****JI asked when the meeting is being held. AW confirmed it is next Thursday.****AW noted that the strategy has already been launched.****RB noted that perhaps the Executive Committee may wish to criticise the University for not including anything about disability.****KA asked whether there was any diversity and inclusion included with the strategy.** **AW and KA noted that it is included as a whole but nothing specific is noted around diversity and inclusion.****JI noted that it is an important opportunity to raise the voice of students at the meeting.****AW noted that there will be student reps, club and society members invited. AW noted that it would be good for the Executive Committee to review the strategy and raise where they believe there are gaps and demographics of students haven’t been accounted for.****JI noted that a Teams chat will be launched and everyone can share their thoughts about the strategy within the chat. JI will collate the thoughts and will raise them all at the meeting.** |
| **8.** | **Council date and** |  |
| **8.1.** |  | **JI noted a date for Council will need to be agreed and wanting to get students engaged.****JI noted he has spoken with Fawziyyah Ahmed about getting marketing content.****JI noted he asked marketing a week ago about how to plan a marketing campaign for Council but hasn’t heard back.****JI wants quoracy, use Dominos pizza and marketing campaign to engage students.****RB noted Tuesday and Thursday are usually best.****AW noted Wednesday is no good.****JI suggested Tuesday afternoon. KA noted that commuter students might struggle.****JI suggested Thursday might be best.****JI noted marketing should highlight that all students are welcome.****KA noted other SU’s call theirs ‘All Student Meeting’.****JI noted that Student Council reminds him of school, which no-one takes seriously.****AW noted that changing the name needs to go through Council.****RB noted that the Trustee Board can change the bye-laws without Council. Intention is to change Council with help from the Board to address these issues.****JI asked whether the vote for Council is written in the bye-laws.****KA noted that in her first law, there was a requirement for 2 committee members from clubs and societies to attend.****RB noted that this requirement was removed from the bye-laws.****AW noted that the Board is aware of SU Council struggles. Suggested to open the vote whilst Council is happening.****RB noted that this suggestion is not what the bye-laws say.****AW noted that this suggestion can be approved by the Board. They can change the voting system and then use this new voting system to change the name.****JI noted that changing things via the Board may look bad but if no students are attending Council, then who is it looking bad to?****AW and KA noted that students who do attend Council, by going to the Board about this it may alienate them. Papers that are published which reference the Board making changes are available for any student to read.****JI noted that constitutions are very vague. Constitutions are implied, our bye-laws are very specific. JI notes he believes this creates an issue as it makes things very difficult for changes. Flexible bye-laws make things easier for change or movement.****KA noted that this might leave them open to be taken advantage of. This doesn’t allow for bye-laws to be changed due to vagueness.****JI suggested first Thursday of November. November 2nd for SU Council. AW noted she is on annual leave for that week.****Second Thursday of November was suggested. RB noted that he and NA are in interviews all day.****JI suggested Tuesday 7th November. AW noted that it is reading week.****JI noted he would like to move away from hybrid.****KA noted that for accessibility purposes it is good to keep hybrid.****RB noted that it could be communicated as in-person with opportunity to join online.****AW suggested holding Council during reading week and keep hybrid whilst encouraging students to attend in person. Provide refreshments for those attending and to advertise this.****2.30pm – 4.30pm on Tuesday 7th November.****NA will follow up with JI about what refreshments will be ordered.****JI asked whether anything is in the byelaws about all officers sitting at the front of the room. RB noted that there is nothing to say they cannot.** |
| **9.** | **Full Time Officer Updates** |  |
| **9.1.** | **9.1 – UC2023.03** | **SHAG week****Let’s Chat – replacing Speak Week****Disability History Month****Cultural events that TG is organising. AW suggested that ES speak with TG regarding support for anything she wants to organise.****AW noted that the full-time officers will try and connect and support the voluntary officers.****KA asked whether a scrutiny panel will be introduced.****RB noted that this is another bye-law change.****AW noted that recruitment will need to be clear and transparent with staff perhaps leading so that there is no bias.** |
| **10.** | **Any Other Business** |  |
| **10.1.** |  | **Chairperson will create and send out the meeting agenda 5 days before the date of the next meeting. If officers want an agenda point to be added they must communicate it to JI before the 5 days in order for him to be able to collate the agenda for it to be sent out.****At least 24 hours before the meeting time for items to be sent to the Chairperson to be added to the agenda as any other business.****Apologies for meetings must be sent in an email at least 24 hours before the meeting.** |
| **11.** | **Agreement of Time and Date for next meeting** |  |
| **11.1.** |  | **Monday 23rd October: 2.30 - 4pm** |