*Executive Committee*

*Minutes*

*1/11/23 - F304/Microsoft Teams - 4pm-5pm*

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| **Introduction** |

**Attendees**

Chike Dike (CD) - SU President and Committee Chair

Norah Valerie Deka (NVD) - VP Education

Holly Tyack (HT) - VP Student Opportunities

Fatima Farha (FF) - VP Welfare & Community

Zainab Abdul-Obitayo (ZAO) - Disability, Accessibility & Neuro-Diverse Officer

Gabriel Adelaja (GA) - Black Students Officer

Valeria Cojocaru - (VC) - Women’s Officer

Alex Caton-Bradley (ACB) - Faculty of Science and Technology Officer

Kataleeya Duffy (KD) - Faculty of Media and Communication Officer

Zach Braid (ZB) - Democracy & Campaigns Coordinator and Committee Secretary

Hayley Butler (HB) - Liberation Network and Campaigns Coordinator

Kerry Dean (KDe) - Head of Student Participation

**Welcome and Apologies**

Apologies given by ROH, AK, JS and CL in advance.

CD led a round table introduction of all attendees due to this being the first executive committee of the academic year.

**Minutes Ratification**

CD highlighted that due to staff changes between academic years, the most recent minutes from the end of last academic year are unlocated and unable to be ratified.

**Officer Updates**

President (CD):

* Recently chaired Trustee board where CD led the appointment of 3 new student trustees starting in January. Had first successful board meeting of the year.
* Working on a Fees policy with BU based on feedback from students regarding issues with fees, working on policy to give students more leeway.
* Working with Alex from CareersBU regarding part-time work and the range of such available and experience with placement support to improve this aspect.

VP Education (NVD):

* Focused on educational committees lately, seeing a lot of change across the university and helped discuss and guide this. Focus on reps and how they get involved and report back, looking to improve this system to provide a better feedback loop for students to engage with, working with head of student voice on this.
* Regarding manifestos, NVD is working hard on dealing with exam stress.
* Met with Shelly the PVC had has worked on updates regarding how students engage with recorded lecture materials and looking to return to discuss that further soon.

VP Student Opportunities (HT):

* Working also on Placement support, running focus group on student’s experience finding placement and if they couldn’t what the support looks like and if its useful or what else they need at the end of November. Presenting collected feedback to BU once this is concluded.
* Towards their manifesto, helped lead Presidents association which went very well, provided them a manifesto update and looking towards the next one.
* Purchased three large mirrors for students and societies to use instead of paying for the ones in SportsBU.
* Working with Estates via seating review to get more seating provisions on Lansdowne campus and awaiting update on new seating will arrive to implement this.

VP Welfare and Community (FF):

* Recently attended sustainability and EDI meetings with BU, to relay what SUBU is doing on these fronts.
* Working mainly on mental health, via mental health and looking to identify what students want from BU regarding mental health provisions. Will be presenting focused questions in Speak Week and also exploring more face-to-face counselling.
* Exploring more accessible bus facilities for students.
* Worked with Valeria regarding the environmenstrual campaign and exploring how to push this and make it more prevalent throughout both university campuses

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| **Action Log** |

No actions to review.

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| **Upcoming events** |

C relayed to committee the upcoming set of events for November as listed below:

* Disability History Month
* UK Parliament Week – 6th to 12th November
* Graduation Week – 6th – 12th November
* Summit 1 Agenda Setting – 8th November @ 4pm
  + ZB noted this is a meeting for all PTO’s to meet and decide what student ideas go into SUBU summit agenda and is worth them attending, also highlighted FTO’s do not attend these meetings.
* Summit 1 – 16th November 6pm-8:30pm
* Trans Awareness Week – 13th – 19th November
* Trans day of Remembrance – 20th November
* Independents Students Event – 29th November

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| **Items Discussed** |

There were no submitted items to discuss.

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| **Items Decided** |

1. Policy Review (ZB)
   1. CD led discussion on sixteen active policies that have lapsed and require a recommendation from the committee on whether to retain them or let them lapse in advance of the next SUBU Summit. CD began this by providing an outline of each policies actions and context for the committee.
   2. The policies that were reviewed and the recommendation provided for each.
      1. Should SUBU lobby to eliminate printing costs?
         1. NVD outlined primary work on this policy, last update was that BU was exploring updating printers and would then explore printing costs. No further conversation has been had since.
         2. CD questioned whether we have had general feedback from students, NVD responded that no general feedback has been obtained except from international students struggling to access finance to update their printer funds.
         3. VC responded that international students experience difficulties with printing due to not having UK bank accounts which is required to update their printing funds. Also believes moving towards digital resources is a better move.
         4. All voted to Retain the policy. **Recommendation to retain.**
      2. Should SUBU support student sex workers?
         1. VC questions legality of sex work in the UK, discussion ensued and clarified some legal elements on this. ZB highlighted policy encompasses all elements of sex work and backgrounds, policy isn’t specific to include students engaged in sex work without choice or with choice.
         2. CD highlights it focuses supporting students and also presenting repercussions for others sharing their content without consent.
         3. HT indicates guidelines required for support for students if something happens and that they shouldn’t be penalised for their work.
         4. ACB questions if any work has been done since it was passed, ZB clarified the policy is not evidenced as completed and HB supported this by stating little work has been done, not for lack of trying, but due to lack of communication from students on the matter and SUBU trying to blindly support.
         5. ACB notes we should consider practicality of supporting and HB highlighted signposting and local sex clinics and also reaching out to more national groups.
         6. KD & GA voted to lapse. All other attendees voted to retain. **Recommendation is to retain.**
      3. Should SUBU lobby BU to improve online timetables?
         1. NVD noted this has been implemented as a result of the policy.
         2. All voted to lapse. **Recommendation is to lapse.**
      4. Should SUBU lobby for better support for healthcare students and improved course cost transparency?
         1. NVD noted most of policy is completed except for the element of life insurance given this is highly unusual for any university to do.
         2. VC noted that there is now a placement opportunity fund and access to a maintenance loan for students engaging in placements.
         3. All voted to lapse. **Recommendation is to lapse.**
      5. Should SUBU implement a plastic policy?
         1. ZAO questions if policy involves removing plastic from SUBU and noted that this would be detrimental to disabled students who rely on items such as plastic straws and other single use items for accessibility.
         2. HT noted that from the commercial services side, it would be a financial risk and unaffordable and hard to reasonably implement. FF supported this by saying that this would also increase prices for students.
         3. ACB noted that there is noticeably more effort across commercial services.
         4. ZAO questioned dishwashing facilities and more access to this may encourage students to bring more reusable items.
         5. CD, NVD, FF voted retain. HT, KD, ACB, VC, GA & ZAO voted lapse. **Recommendation is to lapse policy.**
      6. Should SUBU lobby for increased wellbeing support?
         1. FF noted that wellbeing information and services are highlighted to students during their induction week but noted there remains work to do for communication between these services and students.
         2. HT noted a distinct increase of use in these services and NVD noted policy was implemented before the opening of ‘The Retreat’. CD indicated this is correct and BU have plans to expand the retreat services to also allow students to engage in.
         3. ACB noted elements can later be reintroduced as a new policy to hone focus.
         4. VC & GA voted to retain. All other attendees voted to lapse. **Recommendation is to lapse.**
      7. Should SUBU advocate that students should not be liable to pay for halls that they are unable to live in due to COVID?
         1. NVD noted this policy was introduced amidst COVID and the students that this policy impacted have now graduated and would no longer be relevant to the current student body.
         2. All voted to lapse. **Recommendation is to lapse.**
      8. Should SUBU lobby the government to secure tuition fee rebates?
         1. ZAO questions if this is something that is achievable, CD noted this is possible with engagement from external student unions as well.
         2. ZB provided further context that policy was COVID focused to provide rebates for students whose learning was impacted by COVID lockdowns.
         3. VC questioned if this included international fees, which still remain strong. NVD noted note as its to lobby the UK government which will likely impact just home students.
         4. GA noted concerns remain for international students and possibly developing policy for international student fees, CD supported the development of this. ZB noted current policies can’t be amended and would instead need to be a new policy submission.
         5. ACB highlighted COVID nature of the policy and how ship may have sailed. HT supported by again noting that the students most effected by this will now have graduated and should focus policy efforts on students who are still here.
         6. All voted to lapse. **Recommendation is to lapse.**
      9. Should SUBU lobby BU to ensure that all contact hours outside of lectures and teaching are met?
         1. NVD noted this was also a policy implemented during COVID and that all hours are back to normal and on campus where the course dictates this. Noting some lectures remain online simply as a facet of the course.
         2. All voted to lapse. R**ecommendation is to lapse.**
      10. Should SUBU lobby BU to amend the 6C policy to allow unit leaders more control over unit assessment.
          1. NVD provided context that policy was during COVID and explored how much control lecturers have over assessments. Policy was raised by one small group of students who have now graduated, and most policy points have either been completed or were not issues at the time.
          2. All voted to lapse. **Recommendation is to lapse.**
      11. Should SUBU lobby BU to increase the reassessment limit for students across all years?
          1. NVD noted policy remains important for students as they can only be reassessed at certain times. Students noted preference to be reassessed in easter instead of summer. Highlighted difficulties in implementing this due to lack of communication with timetabling team.
          2. CD questioned if this is possible due to influence of exam boards, NVD responded they were unsure as they are providing no information from timetabling and that would need to be the first hurdle to then understand wider implications.
          3. KD noted that strikes impact lecturers providing feedback at the last possible minute, meaning that students requiring reassessment have incredibly short periods of time to complete the reassessment but believes presenting this in easter is a good idea.
          4. ACB noted policy focuses on reassessment limits and on how many times a student can be reassessed for a policy.
          5. GA noted that for every reassessment there is a cap on how much a student can obtain regardless of the quality of submitted work, which doesn’t accommodate accidental submissions and does not reflect student’s actual work. CD noted to explore this as further policy, given change of focus from the original policy. ZAO noted if this were possible, ZB indicated that it can be done through your ideas platform, but executive committee can create policy submissions as a collective.
          6. All voted to lapse. **Recommendation is to lapse.**
      12. Should SUBU lobby BU to increase the availability of recycling facilities in accommodation and on campus?
          1. ZB noted policy has been evidenced as being completed by SUBU policy team.
          2. All voted to lapse. **Recommendation is to lapse.**
      13. Should SUBU lobby to end sexual harassment, misconduct, and violence on campus?
          1. CD also noted this was evidenced as completed.
          2. FF is currently working on policy and campaign regarding micro aggressions.
          3. CD believes this is still continuously relevant and still a focus. ACB noted nature of issue is always changing.
          4. All voted to retain. **Recommendation is to retain.**
      14. Should SUBU lobby to improve inclusivity and accessibility arrangements for all students?
          1. ZAO noted that they and ACB are actively working on this themselves and it still is incredibly important to students across campus.
          2. CD and NVD noted ongoing training for staff and security is still needed.
          3. GA voted to lapse. All others voted to retain. **Recommendation is to retain**.
      15. Should SUBU lobby BU to change MUSE to allow mid and end of unit feedback?
          1. NVD noted that MUSE and FUSE are gone and that lecturers can now give mid and end of unit feedback.
          2. All voted to lapse. **Recommendation is to lapse.**
      16. Should SUBU lobby BU to create a SUBU page or tab on Brightspace?
          1. CD and NVD noted that this policy is completed.
          2. All voted to lapse. **Recommendation is to lapse.**
   3. All policies were available to view at: <https://www.subu.org.uk/represented/svandp/policybook/#tracker>

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| **Items Noted** |

1. Part-Time Officer By-Election (ZB)
   1. ZB provided a verbal update on the recent Part-Time Officer By-Election noting the decent levels of engagement. 265 voters with 350 votes cast. There were seven positions and all roles were filled. Majority of voters were postgraduates over the age of 30 and over 50% of all voters voted in the black students officer election. Noted decrease in engagement of voters from regular student leader election. Democracy and Campaign team noted to be exploring when to conduct elections to fill all roles and engage voters .

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| **Standing Items** |

**Any other business**

* GA questioned if it is practice to share background on policies on agenda rather than chair to read these out. ZB noted these policies are listed online and link was included in agenda but noted that if committee preferred for background to be included on the agenda.
* GA requested for way to display voting visually for everyone as it happens to eliminate mistakes. ZB noted the voting has been noted for the minutes which will include the outcomes and that due to the mass of policy to vote on this session it was done for time’s sake but in future will be more visually available.
* HB noted that comms team will work on social media campaign to introduce PTO’s to student body and they should be contacted by end of week.
* HB also noted that whilst early, consideration should be given to what each officer wishes to do for Christmas socials. PTO’s to consider this and will be provided more information at next executive committee.
* ACB questioned fundraiser held in previous week for conflict in Israel and Palestine whether SUBU was supposed to be neutral or not. FF and CD indicated this was neutral as funds went to UNRWA and the event was student led.

**Details of next meeting**

* Wednesday 15th November – F304/Teams - 4pm-5pm