**Minutes**

**Date:** Thursday 16th November

**Location:** Zoom

**Members**

Kataleeya Duffy (Summit Chair & Faculty of Media & Communication Officer) [KD]

Chike Dike (SU President) [CD]

Norah Valerie Deka (VP Education) [NVD]

Holly Tyack (VP Student Opportunities) [HT]

Fatima Farha (VP Welfare & Community) [FF]

Jessica Whaley (Student Representative) [JW]

& 125 other attendees

**In attendance**

Zach Braid (Secretary/Democracy and Campaigns Coordinator) [ZB]

Kayleigh Heckford (Democracy and Campaigns Manager) [KH]

Hayley Butler (Liberation and Campaigns Coordinator) [HB]

Kerry Dean (Head of Student Participation) [KDe]

Sarah Corder (Student Voice & Policy Manager) [SC]

Chloe Lockett (SUBU Advice Manager) [CL]

Ryan Hughes (Student Voice Coordinator) [RH]

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# Welcome and Introduction

# The Chair welcomed everyone and outlined housekeeping information on Summit, the agenda, safe space policy, meeting etiquette, democratic procedures, procedural motions, voting, reports, student ideas and group discussions.

## Minutes of Previous SUBU Summit

## The Chair invited members to read over the minutes which had previously been circulated and a vote was taken.

# Approve: 63

# Reject: 1

# Abstain: 25

## ***Minutes Approved***

# Trustee Board Update

# Presented by CD

# Key points noted:

# Trustee board has met three times since last report, twice in July and once in October. These meetings focused on the Job Evaluation Project and the completion of the financial audit and lodging of these reports with the respective bodies.

# The board also reviewed organizational KPI information recently and how this aligns with department budgets, additionally implementing a new commercial services strategy document.

# Three new student trustees have been inducted to the board, they are: Ben Young, Ogechi Aikohi and Grace Lawalson.

# Full-Time Officer Reports

# **President’s Report**

# CD presented.

# Key points noted:

# Continuing focus on supporting new initiatives for students during the ongoing cost of living crisis, notably working with SUBU advice to run free supper clubs every month. Has also met with BU to discuss a university wide strategy for supporting students.

# Continues work with CareersBU to highlight more opportunities and diversify said opportunities which is continuously informed by student feedback which notes the lack of range of opportunity. Recently met with head of CareersBU to discuss feedback and focus on narrowing gaps. Exploring consistency of placement support and organizing ongoing touchpoints to monitor and improve on this.

# Focus on building further rapport with local community and police to ensure safety remains a top priority. Worked over the summer to train campus security and move away from police involvement due to student demographics and concerns.

# Ongoing work with supporting international students as they transition to the University. Has worked with the international team to finetune the fees and debt process and recently completed the international buddy scheme launch which was incredibly successful with 200 students engaging.

# **Vice President Education Report**

# NVD presented.

# Key points noted:

# Continuing work with BU to ensure learning resources are accessible for all students. This has been worked on by working with BU FLY and the staff on academic quality regarding lecture recordings, personal tutors, and assessment feedback. To also increase awareness on academic support and finally promote academic societies to expand academic skills and careers. Has met with Pro-VC to receive general update on tutor and lecture resources. Will be meeting with FLY soon to discuss assessment feedback and reflect on previous studies done with them and present the data to academic standards. Additionally, has met with associate deans and shared information on academic societies.

# Working to amplify student voices and support marginalized and minority student groups. Is working on developing an international part-time officer within SUBU and promoting more platforms for student input. Has begun initial discussions on the practicality of implementing these ideas so there is always someone to represent international students.

# Finally, is working on developing workshops and events for students to manage workload and stress. In discussions with staff around dates and activities for events to be held around exam times.

# **Vice-President Student Opportunities Report**

# HT presented

# Key points noted:

# Currently working on implementing a faster and easier room booking service, creating additional sports clubs, mirrored spaces and affordable coach & minibus hire for the improvement of clubs and societies. In talks with library staff to understand system of room booking further and then enter discussions on how to improve. Exploring less competitive sports clubs and more social sports clubs with BU which will run more consistently throughout the year. Additionally, has purchased portable mirrors for students to make use of. Is also in negotiations with Excelsior coach services on a long-term partnership.

# Additionally working on improving placement support. Is currently running a placement focus group at the end of November to explore student experiences on how placements can be found, the process and their experiences. It will help also understand what works for them. This will be formed into a report which will help inform actions to improve process for students.

# Working on improving the social environment of Lansdowne campus by having more events and better promotion of the Whatson calendar. Is currently going to be encouraging clubs and societies as part of their star grading system to host events there with a goal of over 70 clubs and societies to host events on the Lansdowne campus over the year.

# **Vice-President Welfare and Community Report**

# FF presented

# Key points noted:

# Currently working on improving university housing services by advocating for more affordable and accessible housing options for all students. With regards to this, there will be a housing fair happening on November 23rd focusing on raising awareness of the rights students have whilst renting. Additionally, a focus is being placed on introducing a guarantor scheme for students provided by the university and questions are being implemented in the upcoming SUBU Speak Week so that the data obtained from this can be used to further advocate the scheme to the University.

# Focusing on student retention during wobble week and is working with VP Education to provide a series of events in the next 2 weeks, such as lego building, painting and theatre for free to engage students. Additionally SUBU advice is running a campaign called drop in, not dropout to inform students of support and resources available.

# Thirdly, they are working on developing and renewing the allyship hub and organizing resources to promote awareness of the experience marginalized students face. For this, they are in contact with the cultural adaptation officer at BU who has implemented cultural competency and diversity training for staff. They have additionally commenced research on the development of a dedicated page for micro-aggressions that students may face.

# Working on diversifying access to mental health wellbeing services and workshops. They have held a focus group of 6 students who represent the community and gained useful insights on the availability and accessibility of mental health support at BU and will be using this to have conversation with BU, this will be further supported by more questions in the Speak Week survey which will provide quantitative data around the accessibility of face-to-face counselling sessions.

## The Chair invited the participants to speak further with the Full-Time Officer in different discussion groups.

# Lapsing Policies Review

# **Should SUBU lobby to eliminate printing costs?**

# CD noted the executive committee recommendation was to retain the policy and called for a vote.

# Retain: 60

# Lapse: 8

# Abstain: 5

# **Policy Retained**

# **Should SUBU support student sex workers?**

# CD note the executive committee recommendation was to retain the policy and called for a vote.

# Retain: 52

# Lapse: 8

# Abstain: 17

# **Policy Retained**

# **Should SUBU lobby BU to improve online timetables?**

# CD noted the executive committee recommendation is to lapse the policy and called for a vote.

# Retain: 31

# Lapse: 41

# Abstain: 6

# **Policy Lapsed**

# **Should SUBU lobby for better support for healthcare students and improved course cost transparency?**

# CD noted the executive committee recommendation is to lapse the policy and called for a vote.

# Retain: 29

# Lapse: 29

# Abstain: 17

# **Policy Lapsed by chair decision as tiebreaker.**

# **Should SUBU implement a plastic policy?**

# CD noted the executive committee recommendation is to lapse the policy and called for a vote.

# Retain: 29

# Lapse: 39

# Abstain: 8

# **Policy Lapsed**

# **Should SUBU lobby for increased wellbeing support?**

# CD noted the executive committee recommendation is to lapse and called for a vote.

# Retain: 48

# Lapse: 24

# Abstain: 6

# **Policy Retained**

# **Should SUBU advocate that students should not be liable to pay for halls that they are unable to live in due to COVID?**

# CD noted the executive committee recommendation is to lapse and called for a vote.

# Retain: 24

# Lapse: 38

# Abstain: 9

# **Policy Lapsed**

# **Should SUBU lobby the government to secure tuition fee rebates?**

# CD noted the executive committee recommendation is to lapse and called for a vote.

# Retain: 22

# Lapse: 40

# Abstain: 12

# **Policy Lapsed**

# **Should SUBU lobby BU to ensure that all contact hours outside of lectures and teaching are met?**

# CD noted the executive committee recommendation is to lapse and called for a vote.

# Retain: 24

# Lapse: 41

# Abstain: 9

# **Policy Lapsed**

# **Should SUBU lobby BU to amend the 6C policy to allow unit leaders more control over unit assessment?**

# CD noted the executive committee recommendation is to lapse and called for a vote.

# Retain: 17

# Lapse: 48

# Abstain: 11

# **Policy Lapsed**

# **Should SUBU lobby BU to increase the reassessment limit for students across all years?**

# CD noted the executive committee recommendation is to lapse and called for a vote.

# Retain: 25

# Lapse: 46

# Abstain: 7

# **Policy Lapsed**

# **Should SUBU lobby BU to increase the availability of recycling facilities in accommodation and on campus?**

# CD noted the executive committee recommendation is to lapse and called for a vote.

# Retain: 33

# Lapse: 43

# Abstain: 5

# **Policy Lapsed**

# **Should SUBU lobby to end sexual harassment, misconduct, and violence on campus?**

# CD noted the executive committee recommendation is to retain the policy and called for a vote.

# Retain: 72

# Lapse: 4

# Abstain: 4

# **Policy Retained**

# **Should SUBU lobby to improve inclusivity and accessibility arrangements for all students?**

# CD noted the executive committee recommendation is to retain the policy and called for a vote.

# Retain: 65

# Lapse: 6

# Abstain: 2

# **Policy Retained**

# **Should SUBU lobby BU to change MUSE to allow mid and end of unit feedback?**

# CD noted the executive committee recommendation is to lapse the policy and called for a vote.

# Retain: 19

# Lapse: 39

# Abstain: 14

# **Policy Lapsed**

# **Should SUBU lobby BU to create a SUBU page or tab on Brightspace?**

# CD noted the executive committee recommendation is to lapse the policy and called for a vote.

# Retain: 19

# Lapse: 46

# Abstain: 7

# **Policy Lapsed**

# Student Ideas

# The Chair introduced the ideas up for discussion and invited the SUBU Summit participants to self-select discussion groups.

# The groups were invited to amend some, none, or all each proposal.

# The Chair advised participants they could swap discussion groups half-way through.

# Policy Discussions:

# SUBU to lobby BU to ensure timetables are released a minimum of 10 working days before semesters start.

# SUBU to review the timing of elections for clubs and societies with unfilled committee positions.

# SUBU to explore options to develop a volunteer Student ALS Champion role for each faculty.

# Discussion Group Amendments:

# SUBU to lobby BU to ensure timetables are released a minimum of 10 working days before semester start.

# *Amended point 3 in Ideas for solution to include – ‘BU to send a notification via Brightspace when changes are made to timetables.’*

# SUBU to review the timing of elections for clubs and societies with unfilled committee positions.

# *Amended point 2 in Ideas for solutions to include – ‘SUBU to explore adding more exceptional circumstances to the elections process.’*

# SUBU to explore options to develop a volunteer Student ALS Champion role for each faculty.

# *Amended point 1 in Ideas for solutions to include – ‘(Similar to reps)’*

# Speeches and Vote:

# SUBU to lobby BU to ensure timetables are released a minimum of 10 working days before semesters start.

# Speech For: ACB

# Current problem faced is that timetables are released with quite a short amount of time between the start of term and release time affecting people with prior commitments.

# Recommended to implement timetables at least 10 working days with a Brightspace notification to allow students to make any amendments to schedule as a result.

# Speech Against: None

# Call to vote:

# For: 69

# Against: 1

# Abstain: 1

# **Passes**

# SUBU to review the timing of elections for clubs and societies with unfilled committee positions.

# Speech For: JW

# A lot of clubs and societies faced issues with elections, in that a lack of awareness and system issues can mean not all clubs and societies participate in elections and have committees unfilled which result in them being put on hiatus until the next by-election.

# Proposing to explore clubs and society election timings, temporarily filling vacant roles, communication with members on elections and to explore adding further exceptional circumstances to the elections process.

# Speech Against: None

# Call to vote:

# For: 52

# Against: 7

# Abstain: 5

# **Passes**

# SUBU to explore options to develop a volunteer Student ALS Champion role for each faculty.

# Speech For: ACB

# PTO’s noted there was a lack of specific representation for ALS students and looked to create a role for students similar to reps to specifically support ALS students. This would be a voluntary role of Student ALS Champion.

# Speech Against: None

# Call to vote:

# For: 53

# Against: 2

# Abstain: 7

# **Passes**

# Any Other Business:

# The Chair asked if there was any other business.

# There was no other business to discuss.

# The Chair thanked everyone for attending this meeting and stated that the results of the vote would be emailed to all participants within the next 48 hours once all votes had been validated.