

Executive Committee Minutes

5pm Thursday 21st February 2019 | Room AG04, College Building (The original meeting had been planned for 13th February but was postponed)

Members	Initials	Meeting 1 8.10.2018	Meeting 2 30.10.2018	Meeting 3 19.11.2018	Meeting 4 6.12.2018	Meeting 5 23.1.2019	Meeting 6 21.2.2019	Meeting 7 18.3.2019	Meeting 8	Meeting 9
Kristina Perelygina (President – Deputy Chair)	KP	✓	✓	✓	✓	✓	✓			
Tuna Kunt (VP Education)	TK	✓	✓	✓	✓	✓	✓			
Nazia Bharde (VP Activities & Development)	NB	✓	✓	✓	✓	✓	✓			
Abdul Khokar (SMCSE SRO)	AK	x	✓	A	x	x	x			
Surra Mehdi (BME Officer)	SM	x	P	x	x	x	x			
Maxime Comminge (LGBT Officer)	MC	x	x	✓	x	x	x			
Tarah Ouegnin (Women's Officer)	TO	P	✓	✓	✓	A	✓			
Nicole Hernandez-Vazquez (Disabled Students' Officer)	NH V	N/A	✓	✓	A	x	✓			
Danil Kocherga (International Students' Officer)	DK	✓	✓	A	x	A	✓			
Egor Chetverikov (Cass SRO)	EC	✓	✓	x	A	x	✓			
Maimuna Bushale (SASS SRO)	MB	✓	✓	✓	✓	✓	✓			
Ruqaiyah Javaid (Health SRO)	RJ	✓	✓	P	✓	✓	✓			
Ricky Emery (Law SRO)	RE	✓	✓	✓	✓	✓	✓			
Paty Nascimento (Graduate School Officer)	PN	N/A	P	✓	✓	✓	A			
Edward Armitage (Sports' Officer) (Chair)	EA	✓	✓	✓	✓	✓	✓			
Fatema Dhanani (RAG Officer)	FD	✓	A	P	A	x	✓			
Annette Yunus Pendrey (Ethics & Environment Officer)	AY P	P	✓	✓	A	✓	✓			

Key: "✓" = Present, "A" = Apologies given, "N/M" = Non-member, "P" = Partial attendance, 'X' = Non-attendance

In Attendance	Initials	Reason and Meeting Section
Angelo Weekes	AW	Representation Manager (Advisor)

Part One

1) Welcome and apologies

The Chair opened the meeting on time and stated there were apologies from the Postgraduate Taught Officer – Paty Nascimento.

2) Declarations of Interest

The Chair asked the Committee if there were any new declarations. There were no new declarations of interest received from the Executive Committee

3) Confirmation of matters for any other business

EC members were asked if there they would like to add any other items of business to the agenda. No items were added to the agenda as AOB.

4) Minutes

Minutes from previous meeting on the 23rd January 2019 were approved.

5) Items specifically brought forward by the Chair

The Chair allowed the Ethics and Environment Officer to bring forward items they wanted to add to the agenda. Under this agenda item, the EE Officer:

- Highlighted the Environmental policy from 26th March 2016 is due to expire and asked if any member of the EC would like to second the motion.
- Requested that all members of the EC include at least one item/initiative in their update that relate to the environment and sustainability.
- Described that the Union's Board of Trustees would like to have an oversight of what the Union are doing towards sustainability and environment
- Reminded members that the Sustainability Conference would be taking place on February 28th

Items for Decision

6) Ladies Night at City Bar

- The EC were asked to make a decision on if to support the Women's Officers' project to celebrate International Women's Day with officer project funding.
- The Women's Officer set out her plan for Ladies Night and set out the logistics for the event.
- She also described the women's only high intensity class she had organised at City Sport and the drinks event she was also holding at City Bar.
- To support this project, the Women's Officer asked EC members to approve funding of £190.00

Decisions

The Executive Committee **approved** the proposed budget unanimously.

Items for Discussion

7) Exec Meeting Etiquette Constitution

The Chair discussed introducing an Exec Meeting Etiquette Constitution

The Exec Meeting Etiquette Constitution would include:

- Establishing a stupid person – who would inform people in the room what is being discussed. For example understanding acronyms
- Setting ground rules going forward to monitor EC member attendance for example.
- Ensuring that meetings are increasingly accessible to students through the use of technology – Skype for example.
- The RAG Officer raised the idea partnering the idea of officers partnering up officers to improve relations between officers on EC.

- The Chair described that the Constitution idea arose from attending the Chair's Training they had undertaken a few weeks prior.

8) Alumni Tournament

The Chair and Sports Officer outlined the Project Plan for the Alumni project they were planning for April. They described:

- 8 current sports teams at City head to head against their alumni counterparts in a two-day tournament
- potential problems with project
- it would be item for discussion instead pending further discussions with SU
- Potential funding required is £850.00
- Described why prices are so high.

Members of the EC discussed how much could be left if £850.00 was spent on this project

Law SRO asked if there would enough interest shown from students. Sports Officer described he has gauged interest and it is there and the dates for the event would take place over the 6th and 7th April. Reasoning for dates was given.

The Chair went onto outline measures of success and stated if we have 8 full alumni teams then the event will be a success and that any spectators would be overachieving

Women's Officer showed her support.

Decisions

The Executive Committee **approved** the proposed budget unanimously.

Items for Information

9. Elections

The Representation Manager described that nominations were now closed and a total of 60 nominations had been received for 18 positions. The Representation Manager described that nominations would re-open for the positions of LGBT Officer and Disabled Students Officer for a week.

10. Representation Team Update

A democracy assistant had joined the Representation Team and they would be attending the Executive Committee meetings from the next one.

Standing Items

9) Officer Reports (Officers are requested to describe three items each)

Ruqaiyah Javaid – SHS SRO

- Met with Tuna Kunt to discuss items to be discussed at SHS Board of Studies
- Had been invited to a number of events and had plans to attend.
- Been supporting students

Maimuna Bushale – SASS SRO

- Had distributed a Laptop loans survey
- Working on a policy review for students
- Working on external speaker forms for event she is planning
- Went to Programme Rep Reception met students

Egor Chetverikov – CASS SRO

- Not done much – had competing priorities
- Working with Russian society

Annette Yunus Pendrey- Ethics and Environment officer

- Been working with the University to facilitate the Sustainability Conference
- Would like to get a seconder for the Environmental Policy due to expire on the 26th March

Kristina Pereygina - President

- Recently attended University Senate
- Promoting the Graduate Teaching Allowance survey to ensure views are representative
- Working on the Gender Pay Gap campaign
- Have been engaging with student as part of Union on Tour

Danil Kocherga – International Students’ Officer

- Attended NUS’ International Sections Conference in January

Tarah Quengin - Women’s Officer

- Working on the Gender Pay Gap campaign with the SU President
- Working on her events to take place during week during 7th March

Nazia Bharde - VP Activities and Development

- Planning mental health workshops near to the period when Study Well is taking place
- Working on a pocket guide for students to allow them to help other students

Tuna Kunt – VP Education

- Working on VP education awards – to be presented at AIA
- Drafted response to extension and late submission policy for University
- Have results for Lecture Capture Survey they designed and will be presenting results to the University’s Education Student Committee.

Fatema Dhanani – RAG Officer

RAG week really popular

- Supported Anthony Nolan Trust who came to University as part of the their blood donation campaign drive
- Supporting diverse international week – activities to champion diversity.

Nicole Hernandez Vasquez - Disabled Students’ Officer

- Worked with President to sort out some problems in order to help student with learning diversities through the usage of colours and dividing the lectures from the tutorials.
- Personally talked to some students with learning diversities and disabilities and found out that they would really like to have a tutor from the 1st year who could help them

throughout their studies and who could really understand what they-re are going through.

Edward Armitage – Sports Officer

- Planning the Alumni event
- Supporting a charity fundraising initiative between RAG and Sports. The task is to climb the equivalent of Everest via steps

Ricky Emery - Law SRO:

- Been working on getting two students to stand for the position of Law SRO

10) Any Other Business: None

Date of the next meeting: Monday 18th March 5-6pm

Board Secretary: Angelo Weekes (stand in)