

Executive Committee

Agenda

Wednesday 9th June 2021 | Microsoft Teams Meeting

In Attendance

Saqan Riaz (SR), Ruqaiyah Javaid (RJ), Shaima Dallai (SD), Shadmann Islam (SI), Tyler Austin (TA), Soheil Ahmadi (SA), Tevo Kearney-James (TKJ), Ellie Foulger (EF), Marium Sadiq (MSA), Elaha Sayfi (ES), Chiara Dervishaliaj (CD), Paulina Samasova (PS), Victory Oyakhilome (VO), Melissa Dube (MD), Purity Ajoko (PA), Danil Vasilyev (DV)

	Item (5 minutes)	Paper Ref:	Lead:
1	Welcome and Apologies Apologies Incoming Societies Officer: Joshua Clayfield Incoming Disabled Students Officer: Michael Fox-Cain Incoming Ethics and Environmental Officer: Louis Sugunasabesan	N/A	Chair
2	Confirmation of matters for any other business	N/A	Chair
3	Minutes To agree the accuracy and approve the minutes from the last meeting on 24 th March 2021. Minutes are approved.	EC-022	Chair
4	Declarations of Interest To consider interests already declared and any further declarations of interest.	N/A	Chair
5	Items specially brought forward by the Chair To note any items brought forward by the Chair. None	N/A	Chair
Items for Decision			
None			
Standing Items			
6	Officer Reports Each Officer to share their recent activity and plans for the next weeks. – 3 points maximum. SI gives update meetings with Sodexo for better student representation in future meetings. Update on sustainable food campaign on social media, with no submission of recipes – recipes may be better as a Freshers activity. TKJ discussed meetings regarding timetabling in SASS, and events for graduate jobs in Psychology. Shared progress of Rep database designed to interact with other SASS reps.	N/A	All

	<p>RM updates on British Sign Language course commencing and the continuation of the Sunflower campaign on behalf of EF's work.</p> <p>TA shares progress on the City Sync and employability achievements in the Law school.</p> <p>SA has focused on software PhD manager to track PhD student's attendance and extension of PHD student's stay.</p> <p>SD shares successes in progressing race equality and decolonizing the curriculum. Also the development of the Accessible mental health report to improve mental health services at City.</p> <p>SR is pleased with the positive changes happening in the university.</p> <p>MSA updates with setting up the speech and language therapy session/workshop.</p> <p>PS updates on work on LGBTQ+ and collaboration with City.</p> <p>RJ mentions the progress of the SROs and their involvement with changes in online learning and lobbying important issues.</p>		
Items for Discussion			
7	<p>Handover document</p> <p>Introduction of new officers</p> <ul style="list-style-type: none"> - A handover template was sent out last week. RM goes through the handover template and what its contents should include. <p>Action: To circulate handover documents to all new incoming officers.</p> <p>TBC: Deadlines for handover submission</p>	EC-023	AW/RM
8	<p>Activity: One thing that you'd have liked to have known before starting this role.</p>	N/A	All
Items for Information			
9	<p>Officer Induction 2021-22</p> <p>RM is working on the officer induction plan and will be sharing them soon. Some sessions will be in person.</p> <p>AW updates that officer induction will begin w/c 6/9/21 and activities subject to government guidelines</p>	N/A	AW/RM
Any Other Business (5 minutes)			
10	<p>Any Other Business</p> <p>To consider any other business notified earlier</p> <p>MSA raises topic of hygiene products dispenser in university facilities, and Scotland's progress of tackling period poverty.</p> <p>AW discusses ex-President Tuna on leading period poverty campaign and noted that this provision should be discussed further with the incoming wellbeing officer.</p>	N/A	N/A

Chair's support – Angelo Weekes, Representation Manager
Secretary – Raquel Marques, Representation and Democracy Coordinator
Secretary – Tamanna Rashid, Student Engagement Administrator