

# Executive Committee Minutes (Unapproved)

20/01/2021 | Microsoft Teams

Members	Initials	07/10/2020	28/10/2020	20/11/2020	09/12/2020	20/01/2021	TBC	TBC	TBC	TBC
<b>Saqain Riaz</b> (President)	SR	Y	P	Y	A	Y				
<b>Ruqaiyah Javaid</b> (VP Education)	RJ	Y	P	Y	P	P				
<b>Shaima Dallai</b> (VP Community & Wellbeing)	SD	Y	A	Y	P	A				
<b>Marium Sadiq</b> (SRO: SHS)	MSA	X	Y	Y	X	Y				
<b>Chandra Rodrigues</b> (SRO: SMCSE)	CR	Y	Y	A	A	P				
<b>Tevo Kearney-James</b> (SRO: SASS)	TKJ	Y	Y	Y	A	Y				
<b>Martin Stepanek</b> (SRO: CASS)	MST	P	P	P	Y	X				
<b>Tyler Austin</b> (SRO: LAW)	TA	P	A	Y	P	Y				
<b>Abdul Qudoos Sohal</b> (Postgrad Taught)	AQS	N/M	N/M	Y	Y	Y				
<b>Soheil Ahmadi</b> (Postgrad Research)	SA	Y	P	A	P	P				
<b>Kayleigh Armstrong</b> (Womens Officer)	KA	Y	Y	X	A	X				
<b>Paulina Samasova</b> (LGBT Officer)	PS	Y	A	Y	Y	Y				
<b>Nafiso Mohamed</b> (BME Officer)	NM	X	A	X	X	A				
<b>Ellie Foulger</b> (Disabled Students Officer)	EF	Y	Y	Y	Y	Y				
<b>Ameer Hamza Malik</b> (International Students Officer)	AHM	X	Y	X	X	X				
<b>Syama Bibi</b> (Societies Officer)	SB	A	A	X	X	X				
<b>Ayana Zamanbekkyzy</b> (Student Media Officer)	AZ	X	X	X	X	X				
<b>James Zhang</b> (Sports Officer)	JZ	X	Y	X	Y	Y				
<b>Shadmann Islam</b> (Ethics and Environment Officer)	SI	Y	Y	Y	Y	Y				
<b>Berke Boran</b> (RAG Officer)	BB	Y	X	X	X	X				

Key: "Y" = 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)
Jonathan Otter	JO	Representation Assistant (Committee Secretary)
Raquel Marques	RM	Representation and Democracy Coordinator

## Part One

### 1) Welcome and apologies

*Register of officers in attendance taken and any apologies listed.*

Apologies received from:

CR – Delayed

SA – Delayed

RJ – Delayed

NM - Placement

Meeting recording started.

### 2) Confirmation of matters for any other business

*These are items not added to the agenda in advance that will be raised at the end of the meeting.*

None

### 3) Minutes

*The Minutes from the prior meeting will be approved or any comments/issues listed.*

Minutes are approved.

### 4) Declarations of interest

SA – Nominee for President of Robotics Soc (bye election ongoing)

PS – Course Rep and President of LGBTQ+;

TKJ – Programme Rep;

BB – Member of Entrepreneurship Soc;

CR – Member of STAR soc and Robotics Soc;

SI – Member of Photography and Palestinian Soc;

TA – President of Drama soc, nominee for Finance Officer of Carrot Radio.

### 5) Items specifically brought forward by the Chair

*These are items brought forward by the Chair of the committee to be discussed at the beginning of the meeting.*

None

### 6) Big Ideas Platform

*The Big Ideas Platform is a space for students to submit their ideas and students can vote for the ideas they want to see implemented.*

RM – No new Ideas, one about societies is being followed separately as that does not need votes. Another around the business school crest which is also being followed up separately.

SHS Common Room, meeting being held with the student and working alongside SR on Student Spaces.

BSL, RM will speak with EF and the students about seeing it happen, but the students want to be involved.

A setback on the language course as the service staff are over capacity and do not see the potential for other languages, so another approach will be tried.

AW – Around BSL, skilful campaigning may be needed as the Language centre has signposted to SASS about supporting it as they do provide some sort of course; but options may be limited.

RM – We will create a specific page on the website for Big Ideas, to highlight the work done for not just officers but for all students.

### Items for Decision

None

### Items for Discussion

#### **7) Student Policy Workbook – RM**

*The Policy Workbook lists all active student policy, that has been passed at council or the Student Members Meeting and the officers that will lead on seeing it to completion. The Officers can also sign up as support for other policies they wish to be involved in.*

RM – Reminder has been sent and officers to complete any sections of the policy workbook for them.

AW – We are trying to push as much policy as possible to succeed on meeting the past policy. Please do respond to RM's email.

#### **8) Delivering Initiatives that reduce the BAME Attainment Gap - AW**

*To discuss future steps for reducing the BAME Attainment Gap and using evidence led arguments to be successful in this campaign.*

AW – within our strategy, we are delivering initiatives that reduce the Black Asian Minority Ethnicity Attainment Gap, reduce the awarding gap between BAME and Non-BAME Students, and working to support our officers to deliver evidence-based arguments at City.

SD has suggested to do an argument around access to Mental Health Services and the cultural competency of the service.

Our role to ensure the University do understand through evidence led argument.

TA – One of the best ways to lessen an attainment gap, look at external support services that can be involved, for example queer lawyers of tomorrow and black solicitor's support. Look at specific subject areas.

PS – I have emailed Ellie and Student Advisor team about Support for Minority groups and to ensure LGBTQ+ students are considered in Mental Health Support.

RM – From the doctoral college about regarding an opportunity to mentor BAME students to reduce the BAME Attainment Gap.

#### **9) Officer Project Fund - AW**

*Officers have a 'pot' of money to spend on campaigns and projects. This item is to encourage officers to spend the money at their disposal.*

AW – We have a funding pot to support officers to run a campaign. Officers can spend the pot of £2000 on running their campaigns. EF has put forward initiatives in the past to use this money.

EF – One of the policies passed at council was about the Union to sign up to the Hidden Disabilities training, could officer Project fund be used for this?

AW – Yes, if officers want to lead that.

RM – For example LGBTQ+ history month or other areas, getting a public speaker in to do an event. Recruiters, tips and tricks, certification.

**Action:** Item on the agenda for next meeting and to bring project plan ideas.

### **10) Academic Skills Webinar - AW**

*What academic skills webinars run by the Academic Skills team do the officers want to see happen and would these be helpful to be run during term 3 and the summer.*

RM – A few questions from academic skills team. Would workshops be helpful 3<sup>rd</sup> May to 20<sup>th</sup> Aug?

TA – This would be a good opportunity to put on next steps and events for 3<sup>rd</sup> years and summer graduates. Also, to help with transitions between years. A graduate workshop would also be good.

RM – What about academic focussed workshops?

AW – Ask SROs to share this question with their WhatsApp groups.

**Action:** SROs to share on their WhatsApp groups

RM – Also what additional academic support that the officers or students might need.

### **11) NUS Liberation Conference - RM**

RM – 22<sup>nd</sup> March if you would like to attend.

EF would like to attend.

AW - NUS conference is separate with 6 delegates, and NUS Liberation Conference which 5 attendees can go, we have 5 Liberation officers so all can attend.

### **12) Spring Elections – Rep Team**

AW – Elections have come around again, 22 Days of nominations remaining, we want Exec to feel like they can stand again if they have enjoyed the role. We are emphasising the employability skills and benefits of standing. 4 Pieces of Information – Photo, Slogan, 250 Word Statement and a designed poster.

We have added Book a Call and lots more bits of support available including Recommend a Friend.

EF – When do FTOs take the role?

AW – In the candidate handbook but the office is 1<sup>st</sup> July.

SA – How many times can an officer run?

AW – only 2 years in a full-time role.

SR – Really encourages all officers to go forward for it.

## **Standing Items**

### **13) Officer Reports:**

*Each officer will have the opportunity to discuss their recent work and ongoing projects with the rest of the Executive Committee.*

### **What does each officer plan on doing?**

EF – Meeting with student support and disability support to discuss what can be done to improve on the offering. Also set up a meeting to discuss service-related issues in neurodiversity. Recently found out 22% of the population of Britain have a disability, but only 6% of students at City or is there something preventing students from enrolling. Refers to the spending by disabled students, known as purple pound.

SA – A few unfinished items from last term, either get it done or told it can't be done. Free membership for City Sport, make City PhD offices Covid Safe. Continue working with Doctoral College Board with RJ and SR about self-funded PhD students. Robotics society competition launched on QSAT and meeting with CR. Also working with 'Keep City Safe' including staff and GTAs going around with security about keeping campus safe.

SR – Tuition Fees and received invite to Rent Rebates Parliamentary Commission. Sabbs been having calls and letters to lobby ministers and Accommodation providers. Working with Trade Unions on campus access. Heading into governance committees in the University. Still working on CityBar and Study Spaces.

SA – Email from Research representative for UCU, pointed out GTA work versus how much they are paid for teaching. Wants support from the SU to match pay rate for GTAs to teach tutorials.

SR – Will take to Covid Campus management.

TA – Meeting with Careers and Student Experience. Engagement has been low for tutorials. Hoping by the end of SRO-ship to have things in place. Has been texting with JZ to discuss policy workbook and other policies and has been preparing CitySync.

PS – Today been emailing student advisor team and supporting LGBTQ+ students more; meeting with chaplaincy about student crisis between religious and LGBTQ+ identity. Working on some student events and events for LGBTQ+ history month and intersectionality.

CR – Been dealing with a complaint on behalf of ENG students to academics at SMCSE and working with RJ on a resolution. Pushing for 24hr Exams. Working on elements in the complaint letter.

SI – Basically, we have begun work on the divestment campaign, we are starting a sustainable food campaign, just working on the plan and objectives.

TKJ – Would love to be involved in sustainable food campaign.

TKJ – Big Idea Passed around SMM, SASS School Links project to speak to the Dean, working on sociology timetabling issue. Trying to talk to more people about their experience.

RJ – Policies on No Detriment to SMM, meeting with academics and senior management at City. Changes to EC policy to make it easier to apply for EC to the assessment period as a whole. Conducted a survey with over 1000 students involved around no detriment.

### **Any Other Business**

#### **14) Any Other Business:**

*Any items that were not added to the agenda ahead of the meeting but were raised at the beginning of the meeting.*

RM – To let you know that the council will be on the 4<sup>th</sup> Feb, in 2 weeks. Deadline for motions is 28<sup>th</sup> Jan, and officer reports.

#### **15) Date of the next meeting:**

10<sup>th</sup> Feb

**Board Secretary:** Jonathan Otter – Representation Assistant