

Minutes of Executive Meeting

Attendees:	<p>Luke Myer (LM)</p> <p>Rosie McKenna (Deputy Chair) (RM)</p> <p>Yasmin Lee (YL)</p> <p>Molly H (MH)</p> <p>Daniel Bocharnikov (Chair) (DM)</p> <p>Ben Whittle (BW)</p> <p>Dawn Chadwick (DC)</p> <p>Kathryn Podcock (KP)</p>
In attendance	<p>David Jones (Policy & Campaigns Manger) DJ</p>

Apologies:	Molly Smallwood, Isabella, Molly H (Left meeting at 18:00 chair approved)
Minute taker:	Arthur Kaddu (Academic and Campaigns Coordinator)
Date & Time:	11/09/2017 17:30
Location:	Students' Union Table (Hub)

Who	Agenda	Action
Chairperson (DB)	Meeting opened at 17:30	
	<ul style="list-style-type: none"> ❖ Chair opened the meeting with welcome. ❖ Chair suggested a quick introduction from all attendees of the meeting. ❖ Chair addresses the purpose of the meeting. ❖ Chair addresses all sent apologise. 	
Chairperson (DB)	Confirmation of previous meeting minutes <ul style="list-style-type: none"> ❖ Table previous meeting minutes. ❖ A brief overview of previous minutes was presented. ❖ If all are in favour of accepting the report. 	

<p>Chairperson</p>	<p>Chair's report</p> <ul style="list-style-type: none"> ❖ This report is an update of what the Chair has been working on. ✚ Team Edge Hill council committee, societies council, Sports development, Give it ago events, accreditation scheme for societies and clubs, Team Edge Hill affiliation criteria, volunteer programme in association with national volunteer week, celebrating success. ✚ Joint projects (cycle incentive, pride in sports welcome fair mental health awareness within sports and societies, fireworks <u>nightlife</u> as an addition <u>but it's complexities discussed</u>:- <p>DB: opens the committee for questions regarding his report/update.</p> <p>RM: Members have to formally pass the project reports of all officers.</p> <p>MH: Concerns about pride week being included in the project work plan. Requires more explanation.</p> <p>DB: Included it in the work plan because of time commitment. This shows how DB spends his time (accountability purposes).</p>	<p>Report was passed unanimously.</p>
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	<p>DB: Informs committee that this is not his devoted project but a project he has spent a lot of time on in partnership with Yasmin.</p> <p>DB: Passes on to RM as deputy chair to vote for DB's report.</p> <p>RM: Voting: If all are in favour of accepting the report.</p> <p>DB: Informs committee BW will be presenting a verbal report.</p>	
<p>Students' Union President</p>	<p>BW's report</p> <ul style="list-style-type: none"> ❖ This report is an update of what the President has been working on. <p>BW: Informs committee he has work in progress, completed tasks and additional work.</p> <p><u>BW's work in progress</u></p> <ul style="list-style-type: none"> ❖ Guide Dogs will be coming on the 17th of October 3-5 ❖ Transport – Bus service (need data collected this year to see how many students would use this) ❖ Bike Shelter – Putting together a proposal, waiting for FM for statistic to insert. 	<p>Report was passed unanimously.</p>

	<ul style="list-style-type: none"> ❖ Bike Route - Section 103 money to use for the bike lanes once the popularity of bike shelters is established. ❖ Extra Printer in the Hub – waiting for IT through Fm ❖ Equipment and Coaches - Dan and Ben have spoken to the sports department to help with implication of student coaches, for performance analysis and nutrition. This will only be for a few teams to begin with as students should have been contacted before we came into office. Therefore, year on year more teams will improve. ❖ Workshop on Life Skill working with SIC and campus life ❖ Unite the Union – better inclusion of VP and PTO's. <p><u>BW's completed work</u></p> <ul style="list-style-type: none"> ❖ Guide Dogs – 17th of October 3-5 	
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	<p><u>BW's additional work</u></p> <ul style="list-style-type: none"> ❖ Charity donations collected ❖ Give it a go campaigns ❖ Residential Sales of excess of £500 ❖ Student Training and Experience Programme. ❖ Library meetings to ensure students are thought of in the design. Child friendly sections for students with children, gender neutral toilets as well as to try out chairs for the new building. ❖ Community meeting; looking into taxi companies to substitute fair for student ID. Also a potential "Student Champions" to reduce the ASB. ❖ Cut the costs campaign – hidden fees in courses (with a look into graduation costs) ❖ The buddy Scheme – Buddys for students to talk to for helping students settle into university. ❖ Employability campaign – "Take 10" better prepare students for 	
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	<p>employment.</p> <p>❖ Meeting with Edgehill Sport to discuss membership</p> <p>DJ: Enquires about the Child friendly sections. BW: informs the committee that it has not been confirmed yet. Work in progress.</p> <p>DB: Voting: If all are in favour of accepting the report.</p>	
Vice-President Welfare	<p>RM's report</p> <p>❖ This report is an update of what the VP Welfare has been working on.</p> <p>RM's: Mental Health: There are numerous activities and campaigns under this project, to include;</p> <ul style="list-style-type: none"> - World Mental Health Day - S.O.S - Send Silence Packing (Suicide Awareness) - Sensible Study Guides 	<p>Report was passed unanimously.</p>

	<ul style="list-style-type: none"> - Work with DSO on taking Mental Health seriously - Work with Postgrad Officer on Postgraduate mental health - Home Sweet Home <p>RM encourages everyone to take part</p> <p>Consent and zero-tolerance:</p> <p>Consent is one of the key campaigns of Welfare. Slightly updated the workshops compared to last year. 96% satisfaction rate. Delivered most of these workshops and hope to continue throughout the academic year.</p> <ul style="list-style-type: none"> - Rebrand – get rid of hearts, update and replace stickers on back of toilet doors - Train SU staff members (train the trainer) expand the training to all bar and core staff within the organisation. <p>Zero-tolerance pledge</p>	
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	<p>Anti-Spiking</p> <p>Spikeys will be put in every welcome pack for 1st year students 3000 spikeys</p> <p>Anti-spiking flag campaign</p> <p>Housing</p> <p>Had a meeting regarding what workshops we should orgainse for students</p> <p>Housing is a huuuge issue in Ormskirk.</p> <ul style="list-style-type: none"> - Tenants Association - Ready to Rent (guide scheme) - Ready to Rent (workshops) - Rate Your Landlord <p>University Guarantor Scheme</p> <p>No Hate Here</p>	
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	<p>This is regarding hate crime.</p> <p>A 3rd Party Hate Crime Reporting center is underway. Contacted West Lancs constabulary for Training is underway to become a 3rd party reporting center, built into the advice center. Wider campaign will be held in semester 2</p> <p>Good Night Out</p> <p>Develop a scheme in our venue to roll out to venues across Ormskirk which tackles sexual harassment and spiking.</p> <p>S.A.F.E</p> <p>Started to plan this so will update everyone update it.</p> <p>Physical Health</p> <p>Started planning this nothing to update as of yet</p> <p>STEP (20th October 2016)</p>	
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	<p>All are invited. One off workshops</p> <p>Member of NUS Charity Advisory Group for Talent Development:</p> <p>This should cause any issues.</p> <p>DB: Voting: If all are in favour of accepting the report.</p>	
<p>Vice-President Academic Representation</p>	<p>LM's report</p> <ul style="list-style-type: none"> ❖ This report is an update of what the VP Academic Representation has been working on. <p>LM update committee he has 7 projects he is working on</p> <ul style="list-style-type: none"> ❖ Trans & Non-binary Support ❖ Anonymous Marking Campaign ❖ ❖ Timetabling 	<p>Report was passed unanimously.</p>

	<ul style="list-style-type: none"> ❖ Student Showcases ❖ SLSAs ❖ Student Rep Training <p>Trans & Non-binary Support</p> <p>University to adopt Salford-type 'point of contact' system for data changes.</p> <p>Anonymous Marking Campaign</p> <p>Food for Thought session in October, covering marking bias & linked to minority attainment.</p> <p>Feedback sessions to be held</p> <p>Timetabling</p>	
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	<p>Work has already begun and secured a position on working group for TCP development.</p> <p>Student Rep Training</p> <p>This is underway with the policy and Campaigns team two additional staff members responsible for Faculty systems have been appointed</p> <p>DB opens the committee for questions.</p> <p>KP: Has concerns regarding Anonymous marking</p> <p>How it would affect disabled students, disabled student currently submit a cover document with all essays that highlight any issues they may face during the essay, this clearly has there student number and course leader on it, however with anonymous marking this information wouldn't be able to be seen.</p> <p>YL: Has concerns regarding Anonymous marking</p>	
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	<p>To emphasise that lecturers are looking at the student numbers so then under the student number is like a list of learning difficulties or learning disabilities to take into counter. So then it's anonymous but also taken into account.</p> <p>DB: Voting: If all are in favour of accepting the report.</p> <p>DB hands over to RM: Two motions from DB</p> <p>DB presents Team Edge Hill forum and panel proposal</p> <p>Motion 1: DM</p> <p>The proposal for a Sports congress was presented and passed at the annual members meeting early this year. The initial purpose was to replace the existing student sports forum and construct a sports congress made up of two representative from each sports team. On a monthly basis they could report to the SUVP Activities, creating a two way relationship. Teams to express any concerns they were experience relating to fixtures, training and access to resources. The congress would also have to pass any polices in relation to sports</p>	
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<p>teams prior to them being implemented.</p> <p>Proposing a new structure and relevant terms of reference which I believe will provide clearer communication with sports clubs and ensure there is an appropriate panel for making decisions effecting sports teams.</p> <p>The proposal will be to replace the current sports forum and the proposed sports congress with a Team Edge Hill Forum (TEHF) and a Team Edge Hill Panel</p> <p>(See proposal attached)</p> <p>RM: Voting: If all are in favour of accepting the report. (With amendments *in attendance*)</p> <p>Motion 2: DM</p> <p>Student coaching proposal: The proposal is to provide a fair and equal process for all clubs to access coaching support or student coach development, with the hope it will help in the development of all sports clubs and in time improve the performance of sports teams.</p> <p>(See proposal attached)]</p>	<p>Report was passed unanimously.</p> <p>Report was passed unanimously.</p>
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	<p>Motion 3: LM</p> <p>Structural Amendments Proposal: Outlines changes to the structure and operation of the Executive committee and its members.</p> <p>Recommendations:</p> <ol style="list-style-type: none"> 1. That the Executive Committee be renamed the Policy and Campaigns Committee. 2. That the Committee Terms of Reference and organisational Constitution be amended in line with passed policy. 3. To implement Liberation Committees and Sections Councils, in line with the Terms of Reference approved. 4. To elect two (2) Open Representatives in line with the policy approved. 5. To better integrate part time officers into the Union, with the specific conditions approved. 6. That the Union produce a brief document developed from Welcome Talk materials, which gives an overview of what the SU is, what it does, and the roles up for election, ahead of all by-elections after October. 	
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Chairperson	AOB <ul style="list-style-type: none"> • Get T-shirt sizes (part time officers) • Academic appeal panel (Require a part time officer) • YL deputy chair November board • Next meeting 1st November 2017 (17:30) 	
Chairperson	Meeting closed: 19:00.	