**WRITTEN REPORTS OF SGSU EXECUTIVE**

**Tuesday 4th October 2016**

**President**

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| **Introduction:**  Hi there my names Corey Briffa and I’m the Students’ Union President for 2016-2017. It is my job to represent the views of the student body, to our union, the university and nationwide. It is also my role to oversee the strategic and operational running of the Students’ Union. As always my door is always open so please pop in and say hello if you any queries or issues you would like to raise with me directly. |
| **Action Points:** N/A |
| **What have I done since the last meeting:**   * Met with the Hubbub creators to discuss issues / updates * Toga and Tequila – Duty * WW8- Duty * Met with campaigns * Dealing with SU shop issues * Rob Lowe Survey – update * Met with Events * Gave an introduction talk to masters students * Managed to get all show societies to sign their contract * Chased up Rob Churm about free printing credits * Had our first top 4 meeting with the principle * Alternative sports night – Driver * Minibus test * Catch up with Tech |
| **What have I got coming up in the next two weeks:**   * Rob Lowe Survey Report * Elections * Strategic plan ideas * Thinking about May Ball * Introducing NUS delegate elections |

**VP Finance + Student Activities**

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| **Introduction**  Hello everyone, my name Ishaan Bhide and I am the Vice President for Finance and Student Activities this year.  My zone contains Societies, Sport, Community Project and Heritage Officers so these are my main areas of focus, I help manage these groups, answer any queries and help you set up a new one. I also am in charge of managing the Music Room, the two minibuses as well as all of the accounts/budgets for both the Charity arm and the Trading (Bar and School Shop) arm of SGSU! |
| **Action points**  N/A |
| **What have you done since the last meeting?**  Freshers   * Did all my duties and was very very proud with all of exec for their hard work! * Paying all the invoices for all of the merch and themes and discos and trials.   Societies   * Given out some sponsorship suggestions to a few societies.   Minibuses   * Had 35 applications for the test, only 10 spaces, allocated out as best I could but some people are not happy so trying to deal with it. * Will have another test before Xmas   Staff   * Day to day finance tasks, ie taking in subs, invoicing and reconciling bank statements * John is predicted to stay until the end of November * Working out a jobplan for some extra help with manning front of house during this busy period so as to free up Michelle to do finance things.   Other   * Lots of claims forms as per usual * Fixing up music room as some guitar strings were broken and some of the equipment was non-functional. Worked with Ethan and Socs to get this fixed. |
| **What have you got coming up in the next two weeks?**  Societies   * Need to hold Society Finance Committee Meeting and let societies know the outcome – organised by chair. * Need to circulate email to all societies about using online payments rather than cash as it is risky   Zone   * Get feedback on how zone is doing and how they think their events went, what help they need coming up * Start thinking about the day to day things that need to be done now Freshers is over – updating boards etc.   Other   * Intense finance catch up work with John * Need to count the takings from Freshers including subscriptions etc for Pay in. * Anything else that crops up! * Audit is looming |

**VP Education + Welfare**

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| **Introduction**  Hello I’m Tanisha, it’s my job to represent the students at all academic meetings with the University and look out for the welfare of the student body to ensure that you are able to make the most of your time here at St. George’s! I also provide a free condom service for all students. Anyone is welcome to my office for a cup of tea and a confidential chat, without having to arrange a meeting in advance, as I have an open door policy. Whether you have an academic, health, emotional or financial problem, I can offer some advice and point you towards the most helpful service available. So please feel welcome to come and say hello, sometimes a listening ear is all you need! |
| **Action** **points**  N/A |
| **What have we done since the last meeting**   * Helped students with academic procedures * Attended MBBS Course Committee, Campus Good Relations Group, Discretionary panel Review Group, Curriculum Review Steering Group, BMS Re-validation and E&D Committee meetings. * Received more CCards to give out free condoms as these were all finished at the very successful Freshers Fayre stall * Learnt how to do DBS checks * Senate Training * Freshers Continued! * Met with Campaigns |
| **What have you got coming up in the next two weeks**   * Academic Meetings * Ball planning |

**General Secretary**

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| **Introduction**  Hi everyone, I’m Fran and I’m the General Secretary of the Student’s Union for 2016-17!  My job as GenSec involves booking rooms, writing minutes of meetings and being a contact point for any of your queries! I also help students in setting up new societies and help out any committees that are unsure of anything to do with their emails or rooms. |
| **Action points**  N/A |
| **What have I done since the last meeting**   * Freshers!!! * Last bits of prep for senate handover weekend (Saturday 1st October) * Sorting out lots of new emails and room booking users etc * Started thinking about university challenge! |
| **What have I got coming up in the next two weeks**   * Choosing a date for university challenge auditions and promo for it * Senate * More emails and room bookings * Hopefully going to be able to start offering and booking the new jenner rooms! |

**Events Officers**

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| **Introduction**  Hello, we are Shalu James, Jeremy Teo, Chandru Amaranathan and Yuna Kishimoto, the SU events officers. Our job includes organising and planning events hosted by the student union including advertising on social media and around the university. We are also on duty for all these events. |
| **Action Points**  N/A |
| **What we have done since the last meeting**   * Made some decorations for certain events * Made poll on Facebook for Fresher’s to vote on a movie for Movie Night * Helped out at RAG Quiz * Contacted Freshers’s interested in bowling (Circle’s alternative) * Booked a place to bowl at * Bookers trip to buy some Prosecco for Gatsby * Been in contact with Bigfoot Events and Jazz Band to finalise plans for Gatsby * Meeting with Corey to reflect on UG Fresher’s |
| **What have you got coming up in the next few weeks**   * Get some rest * Start planning for Halloween Disco * Brainstorm smaller scale events to be had throughout the year |

**Sports Officers**

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| **Introduction**  Hi! We’re Lucy, Will and Ollie, Sports Officers for 2016/17. Our role sees us as the first point of contact for sports in the Student’s Union. Our main responsibilities include overseeing teams participation in LUSL and BUCS leagues as well as coordinating the use of Rob Lowe Sports facilities. Other aspects of our role include our position on sports committees and organizing Fresher’s sports trials |
| **Action points**   * N/A |
| **What have we done since the last meeting**   * Freshers fortnight * Designed and sent Comms the RLSC timetable for upload to SU website * First Aid training for captains – set timings, and send out details as well as run the event * Continue entering times and locations for fixtures – rearranging where there are clashes * Sports trials – organized transport and bookings for teams * Dealt with complaint about state of RLSC store * Had discussions with team captains about RLSC timetable confusion |
| **What have you got coming up in the next two weeks**   * First week of team fixtures – sending them out and making sure all are in order * Continuing fixture reversals * Print out timetables for RLSC and stick up in centre * Tidy RLSC store room * Explore interest for further first aid training day for those that couldn’t attend |

**Communications Officers**

No report received.

**Heritage Officers**

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| **Introduction**  Hello everyone! We are Cerys and Anya your Heritage Officers for this year! We are in charge of promoting and maintaining George’s Spirit through out the year – from Wandsworth 8 in Freshers to a special St. George’s Day celebration! Let’s have a great and spirit filled year! |
| **Action points**  N/A |
| **What have we done since the last meeting**   * Wandsworth 8!!! * Chosen Winners and Costume winners with Stewards! |
| **What have you got coming up in the next two weeks**   * Deal with any of the aftermath * Send out thank you emails/visit with chocs etc * Chose a prize for winning fam – if you all want one * Announce winners in Newsletter |

**Charities Officers**

No report received.

**Societies Officers**

No report received.

**Community Project Officers**

No report received.

**Technical Officers**

No report received.

**Equality + Diversity Officers**

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| **Introduction**  Hi there; we are Avin and Khadija and we are your Equality and Diversity Officers for 2016-17. Outlined below is what we have done thus far, what we intend to do and the action points we are to follow up from exec meetings. If you have any questions, feel free to get in touch. |
| **Action points**   * None |
| **What have we done since the last meeting**   * On track for receiving (parts of) the Diwali Show script * Bethany very kindly made us campaign posters for BHM with scientists and inventors from ethnic minority backgrounds to go up on screens (to be emailed out by Monday) * Organising a photography exhibition to be up on the Refugee Crisis * In touch with a third year author at Georges who has published 6 novels to do an evening talk and book signing at the end of October * Lots of meetings with Margot Turner for support and advice on the next coming months * Met with ACS to support them with their ideas for the next month; debate and talk for BHM and meet and greet which will fall in the month; compiling a calendar together so all the BHM events are together on one page * Establishing a plan with SPACE to resolve the problem of unknown breastfeeding facilities in other hospitals for students on placement (that aren’t MBBS e.g. physio) |
| **What have you got coming up in the next two weeks**   * Email out the posters for BHM * Steering groups with Rep Officers; meeting with them next week to discuss further what we will be doing * BHM events |

**Environment + Ethics Officers**

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| **Introduction**:-  Hey guys and gals, the name is Cameron. I am your Environment and Ethics officer for this year!  My job is to make St. Georges as environmental and ethical as possible. I will be doing this through the constant bombardment of information, and many activities to get the students involved. Stay green people |
| **Action points:-**   * Green impact award bursary |
| **What's been done since the last meeting:-**   * Freshers breakfast * Fresher movie night * Freshers foundry * Tending to the allotment * Finally able to apply for NUS green impact |
| **What's coming up in the next two weeks:-**   * Getting properly started with the green impact award * Meeting with Penny Lympany again * Updating E&E board * Implementing ideas for the allotment |

**International Officers**

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| **Introduction**  Hey Everyone! We are Chantal and Bukola, your International Officers.  Our role is to represent International students at St. George’s, to ensure that the challenge of studying in a completely new country is as easy as possible for students from around the world. We aim to help international students feel comfortable, content, and integrated while at George’s. To achieve this, we will represent them in the SU and have regular meetings with the International Advisory Team. We will also be planning numerous events throughout the year, alongside the International Students Society. |
| **Action points**   * N/A |
| **What have we done since the last meeting**   * Move in Weekend   + Met with INTO Foundation students and new INTO Foundation staff   + INTO Foundation staff: Kirstin Basdeo and Candice O’Reilly * Fresher’s Fayre stall with ISS and HOST UK staff * Introduction speech to INTO Foundation students * First international lunch * Multicultural Dinner – more than 250 people came, and we had plenty of food!   + *Mirch Masala, Guerilla, The Little Taparia, Kennedy’s, Meat Rack, Jantar, Golden Palace, Tasty Bites, Cae Al-Farah, Apollo Banana Leaf, Chadwicks, Mamu Pizza, Lahore, Pepe’s, Dawat, Shawafel, TaNgia, Sam’s Chicken, Spice Village,* |
| **What have you got coming up in the next two weeks**   * Call restaurants to thank them and possibly share some photos with them (they have already been given thank you cards) * INTO MBBS updates with regards to placement sites * International Year Plan – boat party, trip out, etc. |

**Representation Officers**

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| **Introduction**  Hello, this is Gabriela Barzyk and Sunil Singh and we are your Representation Officers.We’ve been Year 1 Biomedical Science Year Reps last year and hope to use our experiences to help you. This is a relatively new role, which aims to inform you of all the events taking place throughout the year. To achieve this, we’ll be helping our wonderful Year Reps. As Representation Officers, we will attend Council, Senate and Executive meetings and share important information between the different teams. We love to chat and keep you updated so you can contact us anytime. |
| **Action points**  -N/A |
| **What have we done since the last meeting**  -Successfully carried out Mums and Dads for Biomedical sciences, MBBS 5&6, Healthcare sciences, Radiography and Physiotherapy. All students who wanted a child/parent were given one and we had lots of feedback in terms of matching students to someone compatible.  -Emailed and spoke with E&D about meeting to discuss when to start the steering groups.  -Emailed students who couldn’t attend Mums and Dads to get them in touch with their parent/child.  -Are in the process of organising Mums and Dads for foundation students and will match them to students who have are in first year and have just finished first year of foundation course.  -Carried out our duty for Toga and Tequila.  -Liaised with Fran about getting year rep certificates, who has handed us over to Tanisha to find and sign these certificates.  -Emailed Midwifery year reps about having Mums and Dads, but they haven’t got back to us.  -Advised the interims Biomed year reps on organising Fb groups for different modules in order to distribute information efficiently.  -Did presentation/Q&A for the Biomedical science freshers about the role of year rep. |
| **What have you got coming up in the next two weeks**  -Senate training |

**Campaigns Officers**

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| **Introduction**  Hi, we are Beth Agnew and Lucy Chapman and we are your Campaign officers for 2016/2017. This is the first year our role has existed at SGSU and we are responsible for holding various campaigns throughout the year and ensuring that we are an active campaigning union. This will involve helping out other members of Exec to carry out their already established campaign weeks but also introducing campaigns that you, the student body, feel we should bring attention to! We want to provide a platform and promote greater student engagement in order to represent the views and concerns of all St George’s students. Please make sure you contact us if you have any issues that you think we as a union should be talking about and we’ll do our best to plan and promote an effective campaign. |
| **Action Points**  *N/A* |
| **What have we done since the last meeting**   * Emailed CPs to introduce ourselves & our role * Emailed welfare groups e.g. LGBT & SPACE to introduce ourselves & our role * Organised delivery of BMA merch * Met with James from PAF * Met with Corey & Tanisha * Decided on calendar up until Christmas including assisting E&D with Black History Month, Blood Donation campaign, #timetotalk Men's Mental Health campaign & International Women's Week * Made 10 posters for Black History Month |
| **What have you got coming up in the two weeks**  Planning for Whatuni campaign   * Planning for Education march in November * Black History Month |