**St. George’s Students’ Union**

Meeting of the Executive III



MINUTES

8th September 2015

*Boardrooms H2.3 & H2.4*

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1. **Business**
   1. Apologies
   2. Minutes from the previous meeting
   3. Matters arising
   4. AOB
2. **Reports**
   1. President
   2. VP (Finance & Student Activities)
   3. VP (Education & Welfare)
   4. General Secretary
   5. Events Officers
   6. Media Officers
   7. Sports Officers
   8. Heritage Officers
   9. Charities Officers
   10. Societies Officers
   11. Community Project Officers
   12. Technical Officers
   13. Environment & Ethics Officers
   14. Equality & Diversity Officers
   15. International Officers
   16. Webmasters
   17. Representation Officers
3. **Students’ Union Issues**
   1. Year Plan
   2. Fresher’s Fortnight
   3. Weekend bonding
4. **Society Proposals** 
   1. Protest & Activism Forum
   2. Art Society
   3. Women’s Network (Athena Swan Student Network)

1. **AOB**
2. **Important Dates**
   1. Exec weekend away and training – 12th-13th September
   2. Fresher Move-in 19th-20th September
   3. Undergraduate Fresher’s Fayre – 21st September
   4. Undergraduate Fresher’s Fortnight – 21st September-2nd October
   5. SU Stand outside the library – 24th September
   6. Fresher’s Ball – 4th October
3. **Date of next meeting**

6th October 2015

# Business

## Present

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| Steven Gilbert | President | SG |
| Alice Walker-Earwicker | VP: F & SA | AWE |
| Kat Telford | VP: E & W | KT |
| Ruth Varney | General Secretary | RV |
| Michael Lee | Chair | ML |
| Vafie Sheriff | Representation Officer | VS |
| Munavar Saqi | Media Officer | MS |
| Suchita Bahri | Media Officer | SuB |
| Cerys Bladen | Societies Officer | CBe |
| Joe Clark | Societies Officer | JC |
| Georgina Chamberlain | Heritage Officer | GC |
| Sebastian Locke | Heritage Officer | SL |
| Cameron Barclay | Events Officer | CBa |
| Francesca Harris | Events Officer | FHa |
| Alia Nasir Gonzales | Events Officer | ANG |
| Theo Rennicks-Gordon | E&D Officer | TRG |
| James Parkin | Sports Officer | JP |
| Moneet Gill | Sports Officer | MGi |
| Hannah Jones | E&E Officer | HJ |
| Bukola Ogunjinmi | International Officer | BO |
| Durva Patel | CPO | DP |
| Aniqah Rahman | CPO | AR |
| Khadija Stone | Charities Officer | KS |
| Matthew Boon | Technical Officer | MB |
| Michael John | Trustee | MJ |

## Apologies

Mustafa Dashti

Francesca Humfrey

Lucy O’Reilly

Chantal Liu

Lucy Chapman

Saad Muhammad

Greta Jata

Avin Philip

Kate Jones

Bethany Agnew

Alex Lisseter

Tanisha Amin

## In attendance

James Watson & Rachael Hughes

Zeinab Al-Rekabi & Nava Yarahmad

Hannah Dooley, Jo Butler, Hannah Pincham & Lucy Studd

## Minutes from the previous meeting

PASSED

## Action Points

FROM 11th August:

Media to meet with Juhee about Newsletter. - COMPLETED

Media to meet with Corey about the app.- ONGOING

Media to meet with Tech about Song requests. - COMPLETED

Old and New RAG to meet with Alice. - ONGOING

RAG to meet with Kat/Ruth about booking the SLS. - ONGOING

E&D to meet with Kat about Fresher’s and plans for the year. - COMPLETED

International Officers to meet with Events about younger international students events at halls. - ONGOING

FROM 25th August:

Alice to email media about Advertising - COMPLETED

Kat to look in to prices for sports trials coaches - ONGOING

Sports Officers to email sports teams asking if they need coaches for trials and their specific details. - COMPLETED

Steven to meet with Representation Officers about Fresher's handbook. - COMPLETED

Kat to meet with Representation Officers about choosing parents. - COMPLETED

Representation Officers to do the exec board by next meeting. - ONGOING

# Reports

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| Introduction  Hello. My name is Steven Gilbert and I am the President of the Students’ Union. It’s my job to represent the views of the student body to the union itself, the university and nationwide. It also my job to oversee the strategic and operational runnings of the Students’ Union. |
| Action points  “Steven to meet with Rep. Officers about Freshers’ Handbook” – Never happened as the Handbook was sent out the following day. This issue should have been flagged weeks before |
| What have we done since the last meeting   * Postgraduate Freshers! At the time of writing this this has been a tremendous success so far! * Met with Jenni Doman (Estates Manager for the Trust) about the future of performing societies in the Monckton * Met with the Top 4 and Elaine Nutley (Room Booking lead for the University) about how we manage society booking of university space * Gave a brief statement to the Sunday Times on a piece they’re doing on university life (What is the selling point of your uni/grossest moment in 1st year etc) * Learnt about the SGULChange scheme and how they intend to set up working groups of students to bring about change in the university * Started my weekly debrief with Principal Kopelman on the SU * Debriefed with the Student Centre/Estates on how PG move-in went and have planned undergraduate move-in * Met with the KUSU Sabbatical Officers * Delivered a speech to the GEPs/Parameds regarding the SU |
| What have you got coming up in the next two weeks   * Guiding the events officers through the rest of UG fortnight planning * NSS Meeting results * Meeting with RAG re. RAG quiz/plans for the year * Presenting to INTO so they know who the SU are and what we can do for them * Exec Weekend away! |

## President

* PASSED
* SG gave a verbal report to supplement his written report

## VP Finance and Student Activities

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| **Introduction**  Hello everyone, my name is Alice Walker-Earwicker 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**  Old and New RAG to meet with Alice – **Tanisha met with Alice, otherwise ongoing.**  Alice to email media about Treasurer Training advertising**– Completed on 26/08** |
| **What have you done since the last meeting?**  Freshers   * Sent Socs the final spreadsheet of SGUL departments and external organisations so they can put it on their map. * Sent any artwork received for Freshers’ Handbook to Steven (deadline Wednesday 26th). * Helped Socs with first Freshers Fayre, liased with all externals. It went really well thanks to all Exec who helped organise/on the day/on social media! * Bought things for Sushi and Sake/Move In BBQ/RAG/TT * Merchandise has started arriving – branded keyring bottle openers woo!   Societies   * Finalised Treasurer Training – worked with zone on our presentations and media on advertising it – thanks for the speedy poster! * Held Treasurer Training ahh! * Sent slides and Q&A from the session to Lucy to be put on the website. * Sorted out any issues/conflicts in regards to accounts and budgeting.   Minibuses   * Organised minibus test – **Saturday 10th October** - and advertised to all societies.   Staff   * Elizabeth has had her leave extended so have not been able to ask her questions. * Worked with John and downstairs SGUL Finance department to get a strong relationship going and agreement of what we need/offer each other. * Worked with Michelle and John to make an action plan in preparation for him leaving. * Go through hundreds of files in my office to reorganise and find any documents of use – hopefully tidier yay? * Updated Stuart on all the commercial/trading activity and issues that had arisen in his absence.   Other   * Attended Council and discussed Year Reports, Treasurer Training, Minibus Test and Accounts/Appeals to get societies up to date. * Worked with Lucy to get Top 4 calendars on the website (manifesto points yay!) * Broke then fixed my phone. |
| **What have you got coming up in the next two weeks?**  Societies   * The deadline for the Appeals Committee will have passed so collate all the applications and go through them. * Answer any questions in regards to the Appeals Committee * Organise the Club and Society Finance Committee with Chair * Sort out Sports Trials Coaches with the help of the Sports Officers and Kat   Freshers   * Organise next Freshers Fayre with Socs * Finalise merchandise and make sure it arrives in time! * Give out flyers companies have paid for in the Welcome Bags * Buy BBQ things for second move in   Zone   * Have zone meetings now everyone should be back and check they are all getting on well ☺ * Get ready for Wandsworth 8 and check Heritage don’t need anything (Steven has been helping with organisation due to the immense finance build-up!) * Check MCD/CP Evening are all underway and going well. * Start going through HEFCE funding with CPOs   Other   * Chase the organisation who paid for website advertising and send images to Lucy * Help co-ordinate Exec training and Exec weekend away * Be a Fresher Taxi * Organise welcome and thank you drinks with the SGUL Finance Department because they help me survive. * Go through the rest of my office and make a year/month/weekly plan with Michelle so things get done! * Take sponsorship information collected from Treasurer Training and go through it with Michelle and Stuart |

* PASSED
* AWE gave a verbal report to supplement her written report.

## VP Education and Welfare

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| Introduction  Hello, my name’s Kat Telford and I am your VP Education & Welfare. My role is to ensure that YOU feel supported in every aspect of your life here at St Georges so as to have the best student experience possible! I sit on academic meetings to ensure your education is the top priority, and I have an open door policy to provide students with support and advice. I also supply a free condom service for all students. So feel free to pop up and see me, my office door is always open and the kettle is always on! |
| Action points   * Coaches for trials |
| What have we done since the last meeting   * Assisted Protest & Activism society in fully understanding their regulations implemented by both the SU and the university so as to be able to become a society. * Organised meeting to see E & D officers * Finalised freshers ball! * FINISHED WELFARE HANDBOOK WAHOO * Ordered more condoms/lube * Had STI screening test training * Completed Freshers tops order * Completed coach order for freshers ball |
| What have you got coming up in the next two weeks   * FRESHERS! * Finalising catering for freshers ball * Organising Senate training |

* PASSED
* KT gave a verbal report to supplement her written report.
* GC: What does the STI test involve?
* KT: I can swab or collect pee then send it off.
* BO: Are we using the same caterers & DJ for Fresher’s Ball.
* KT: No!

## General Secretary

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| Introduction  Hi I’m Ruth Varney and I’m the General Secretary. My role is organising meetings, booking rooms, coordinating with the Exec team & being the first point of contact for students – so you’ll hear a lot from me over the next year. I am the non-sabbatical quarter of SU Top4 and I am head of the Communications Zone. |
| Action points  N/A |
| What have we done since the last meeting   * Planning weekend away. * Organising new societies that want to start up. * Room bookings and first council. * Helping out at Postgrad fresher events and move in. * Finished the RAG room clear out. * Had a look at the blue unit. * Met with the Rep officers. * Correspond with media to get the first newsletter out. |
| What have you got coming up in the next two weeks   * Answering questions and collating documents from students setting up new societies. * Sort out the society mailing list. * Subscribe Year Reps to their email addresses and buy them T-shirts. * Organise a report with media to the alumni department which funded our app. * Weekend away & training! * Fresher’s Fortnight! * Lots of admin and answering questions as the new fresher’s arrive. * Have a whole zone meeting once everyone is back from holidays. |

* PASSED
* RV gave a verbal report to supplement her written report.
* JP: How often do we need to check the RAG room on the rota?
* RV: Pop in once a week.
* DP: What rooms were booked in council.
* RV: AHR, HGR, Music Room & Bar.

## Events Officers

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| Introduction  Hello! We are Alia Nasir-Gonzalez, Francesca Harris, Lucy Chapman and Cameron Barclay, the Events Officers for the Student Union this year. Our job is to plan and organise many of the events hosted by the Student Union throughout the year, including discos and Freshers’ events. This involves advertising on social media and around the university, and being on duty during events. |
| Action points  To continue to organise Freshers |
| What have we done since the last meeting   * GEP move in and Freshers! * GEP Freshers Fayre – advertised our events and social media accounts * Cleared out and organised the RAG room * Ordered all the decorations & games we need for Undergrad Freshers (apart from Zoo) * Approved all drinks deals with Rich * Worked on improving the Freshers’ wristband with Alice * Continued to post on the Facebook page and group, Instagram and Twitter accounts and have gained followers for each * Contacted Tech officers about Undergrad freshers |
| What have you got coming up in the next two weeks   * Exec weekend away * Speak to Gavin about organising a movie night at halls and about merging Freshers brunch with a Mad Hatter’s Tea Party on Garrett Green during UG Freshers * Decide on options for films for the movie night and do an online poll * Confirm photographers for discos * Undergrad Move in and Freshers * Order Zoo decorations |

* PASSED
* ANG gave a verbal report to supplement their written report.

## Sports Officers

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| Introduction  *Hello we are Moneet and James! Our role as sports officers is to oversee SGUL sports teams with their involvement in ULU and BUCS leagues and be the first point of contact for all sports events for the Students’ Union. We also co-ordinate the use of sports facilities (e.g the Rob Lowe) via liaising with sports captains and we will be representing SGUL on several different sports related committees (e.g Sports Centre Committee). Finally, we will be organising the 2015/2016 annual Sports Ball as well as the sports trials for fresher’s fortnight.* |
| Action points  *Email captains regarding coaches for fresher’s trials* |
| What have we done since the last  Emailed captains regarding coaches for fresher’s trials  Finalised rob Lowe bookings  Organised meeting with rugby regarding sports hall issue |
| What have you got coming up in the next two weeks  - Start to sort out Fresher trials  - go to meeting with rugby captain  - Meet up with team captains who are unsure of how to use the BUCS website.  - Create our board with upcoming sports events, scores etc. Liaise with the societies officers |

* PASSED
* MG gave a verbal report to supplement their written report.

ACTION POINT: Steven to meet with Sports Officers RE Rob Lowe

## Media Officers

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| Introduction  Hello everybody! We are Sagar Sharma, Seher Bashir, Munavar Saqi and Suchita Bahri, the new Media Officers for the Student’s Union this year. We are the first port of call when it comes to anything related to media, advertising and publicity for the university. We will be doing this mainly through the SGSU app and the newsletter. We will be in contact with Exec, clubs and societies using all channels of communication in order to address any queries between them and to keep the student body well informed about the happenings at the university. |
| Action points   * Send out first newsletter inSeptember * Training to use the app from Corey * Meet with Tech to discuss song requests – in the next week |
| What have we done since the last meeting   * Sent a first draft newsletter to Ruth for approval * Spoken to Juhee regarding the newsletter and the procedure * Got confirmation from Victoria Ebo that she has received the form for the SEA * Meeting has been set up with Tech regarding song requests * Waiting to meet with Corey for the app |
| What have you got coming up in the next two weeks  App leaflets to be handed out at UG move in weekend to encourage app downloads  First newsletter as soon as Ruth approves |

* PASSED
* MS gave a verbal report to supplement their written report.

## Heritage Officers

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| Introduction  Hi! We're Sebastian Locke and Georgina Chamberlain and we are your Heritage Officers for this year. It's our job to uphold the many traditions of mighty St George's, including lots of popular events such as Wandsworth 8, Spiders and Cobras. We'll also be trying to raise awareness of our rich history, start up some new traditions, and bring back that George's Spirit! |
| Action points  N/A |
| What have we done since the last meeting  - Spoken to 8 pubs about WW8, and hopefully should all be sorted, the final pub is shut- pub 7 is amenable to extending time and should have another venue addressed.  - Discussed with Steven and Alice about a Best Dressed At Disco prize (? £10 bar tab)  - Pondered heavily on the matters of spiders etc. dates.  - Attended many postgrad freshers events as well as helping with move in (to the best of Georgina's ability)  - Liased with Steven about storage of heritage items from RAG room- potentially cupboards on the way to the canteen. |
| What have you got coming up in the next two weeks  - Finding stewards for WW8  - Putting out WW8 event- talk to events and media  -Handover with Michael and Kirsten (delayed because of mobility issues earlier in summer) (delayed again due to lack of handover document) (delayed for a third time due to reasons outside our control)  - Trial our brand spanking new, top secret Heritage event to get an idea of timings (when G stops being an accident prone drunk)  - Wash our Polo Shirts multiple times to dull their fluorescent glare, to allow for more surreptitious goings on. (?Bleach?)  - Finalising costumes for all of Fresher's |

* PASSED
* GC gave a verbal report to supplement their written report.

## Charities Officers

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| Introduction  Following the previous exec meeting, we have been putting in action plans for the points raised, going ahead with developing events and preparing undergraduate fresher’s fayre. |
| Action points   * Set up social media for RAG * Execute plans for RAG quiz * Undergraduate fresher’s fayre vote * Collect more prizes for RAG quiz * Start advertising for RAG quiz on social media |
| What have we done since the last meeting   * Rag quiz: -confirmed Domino’s pizza for the quiz interval; Castle voucher, Graffiti bar tab (£50) and Domino’s vouchers for prizes * PG FF: collected large number of votes- to be counted and added to PG FF votes alongside a poll on Facebook * Sign-up sheet being collated * St George’s Hospital Charity; meeting to take place next on 21st September and events to be discussed * Volunteer opportunity from StGHC sent out to PG mailing list * Gender Equality Society president; support with competition (providing prize and money goes through RAG) for money raised for rape/domestic violence victims |
| What have you got coming up in the next two weeks   * UG FF – further voting to commence * Preparation for RAG quiz and tuck-shop * Meeting with St George’s Hospital Charity |

* PASSED
* KS gave a verbal report to supplement their written report.

ACTION POINT: International & RAG & CPOs to meet about Foundation INTO volunteering scheme.

ACTION POINT: Steven & RAG & CPOs to meet about Marrow

ACTION POINT: RAG to contact Yoga Soc.

## Societies Officers

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| Introduction  Hi!! We are Anya, Cerys, Joe and Alex and we are this year’s Societies Officers! Our role is to maintain and oversee all goings on involving St. George’s Societies. As well as looking after the music room and second floor Boards. We also organise two major events in the year, Freshers’ Fayre and Awards evening. |
| Action points  *N/A* |
| What have we done since the last meeting   * Finished Freshers’ Handbook * Post Grad Fayre!!! |
| What have you got coming up in the next two weeks  Sort this years Handover Forms into the new filing system and update mailing list  Advertise the new online society contact info spread sheet  Order tables for Under Grad Fayre  Floorplan for Under Grad  Print place names for attending societies  Count how many of each societies barcodes we have and print ones for Under Grad Fayre |

* PASSED
* CB gave a verbal report to supplement their written report.

ACTION POINT: International Officers & Societies to meet about MCD.

## Community Project Officers

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| Introduction  *Hello. We are Aniqah Rahman and Durva Patel, the Community Project Officers for the Student’s Union this year. Our role consists of representing all the community projects at SGUL, keeping them updated with important information, ensuring that there is a good level of communication between the projects and the students, and attending to any need or query they may have. We intend to advertise all volunteering opportunities and successes to ensure students and staff stay up to date.* |
| Action points  *None* |
| What have we done since the last meeting   * *In process of updating the CP mailing list* * *Helped out at Postgrad Fresher’s fayre* * *Liaising with Societies officers in preparation for Undergrad Fresher’s Fayres.* * *Started planning CP evening in undergraduate freshers.* * *Made a Facebook group* * *Attended Treasurer training day* |
| What have you got coming up in the next two weeks   * *Contact any external projects that would like to attend CP evening* * *Keep updating social media* * *Continue planning for CP evening* * *Undergrad freshers!!* |

* PASSED
* DP gave a verbal report to supplement their written report.

## Technical Officers

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| Introduction  We are your tech officers. We’re responsible for the upkeep, maintenance, and use of technical equipment of the SGSU. This includes all of our sound, lighting, and AV equipment, as well as assisting the societies officers with anything PA related in the music room. |
| Action points   * Talk with media officers regarding song requests via SGSU app. |
| What have we done since the last meeting   * Fresher’s Fayre * Sushi and Sake * Karaoke * Casino Night * New sound system in the HGR – with volume limiting for library/rest of 2nd floor. * Internet access in tech booth * Spoke with media about song requests via SGSU mobile app – ongoing discussion. * Started DJ rota for undergrad freshers |
| What have you got coming up in the next two weeks   * Change Monckton tech booth access code * Produce posters for DJ workshop * Sort tech booth keys – spare copy for SU * Thorough pre-freshers/pre-year tidy, reorganise and clear out of the tech booth * Meet Stephen to discuss our role, and the idea mentioned last year of paying for tech. |

* PASSED
* MB gave a verbal report to supplement their written report.

ACTION POINT: Steven to meet Tech about FIP

## Equality & Diversity Officers

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| Introduction  Hey, We are Theo Rennicks-Gordon and Saad Muhammad, your SU Equality & Diversity Officers for 2015/16. Throughout this academic year we will have meetings with the Equality and Diversity committee, uphold the no platform policy and ensure equality on the interfaith forum. Our role is one that involves working with students through the Dignity Scheme being brought back this year and helping form institutional policies that’ll ensure St George’s stays equal and diverse. |
| Action Points  Meet with Kat and plan for the year |
| What have we done since the last meeting?   * Emailed Daniel Aherne (Disabilities officer) to organise a meeting about being a part of any disability awareness campaigns this year, waiting for a reply. * Emailed Rochelle Rowe to organise a meeting to discuss plans for the year, also waiting for a reply. |
| What have you got coming up in the next two weeks?   * Make St George’s Equality and Diversity Facebook page. * Get in contact with Kat and Rochelle to organise plans for an EandD stall at Fresher’s Fayre, and solidify some plans for events for the year. |

* PASSED
* TRG gave a verbal report to supplement their written report.

## Environment & Ethics Officers

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| Introduction  *Hey friends, we’re Hannah and Greta and we are your Environment and Ethics Officers this year. Our role is mainly to make sure we can make Georges as sustainable and environmentally friendly as possible. We will do this throughout the year by reminding and encouraging staff and students alike via the various activities we’ll be holding such as in the Go Green Week and Ethics Week.* |
| Action points |
| What have we done since the last meeting   * Helped out at Graduate freshers move in and other events * Completed the facebook page * Touched up a bit of gardening in the allotment |
| What have you got coming up in the next two weeks   * Attending first JESC meeting * Advertising the facebook page |

* PASSED
* HJ gave a verbal report to supplement their written report.
* AWE: What is JESC?
* HJ: It’s a Joint Environmental and Sustainability Committee.

## 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   * International Officers to meet with Events about younger international students events at halls   + Liaised with Events and Kirsty Smith, Student Services Coordinator, about younger international student event   + Decided on weekend of 24th Oct 2015 |
| What have we done since the last meeting   * ISOC Charity Week International Food Day on 22nd Oct 2015   + Possible collaboration with ISOC event   + Event involving students contributing dishes representing their country, wearing their traditional clothes and contributing interesting facts about their country   + Meat to be Halal except for seafood, no alcohol in recipes, clothing as modest as possible (as event is by ISOC) |
| What have you got coming up in the next two weeks   * Ask more restaurants for food sponsorship for MCD * Discuss plans for Multicultural Dinner with Societies Officers * Plan for international non-drinking event for INTO students with Events * Speak with ISOC regarding collaboration with their international food day event |

* PASSED
* BO gave a verbal report to supplement their written report.
* KT: Would the ISOC international food day event be segregated?
* AR: No it won’t be.

## Webmaster

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| Introduction  Hi, I’m Lucy, webmaster for 2015-16. This role involves overseeing the content of the website as well as making sure it is up-to-date and interesting. It also involves creating events, tickets and subs for SU activities. |
| Action points  N/A |
| What have we done since the last meeting   * Printed Freshers’ Fayre barcodes and scanned the shopping lists at Freshers’ Fayre * Met with Alice Hobbs and Matt Szarko about hosting the tablet competition on our website – I have created the page and put up the promotional material. Looking into the best way of doing the competition, currently thinking of using the poll widget * Updated all the society pages that were emailed to the webmasters in response to a request last year for up-to-date information * Uploaded the Student Charter (on the About SU page) * Put a link on the homepage to Societies contact details update page * Created a Jobs/Careers page to be linked to the ‘Get Involved’ tab but need to be able to make it appear on the banner before it can go live * Created events for Undergraduate fresher’s and removed Postgrad events once they were done   Any feedback/suggestions for the Website are very welcome! |
| What have you got coming up in the next two weeks   * Print barcodes for Undergrad Freshers Fayre with Socs and scan barcodes at the Fayre * Add ‘The Unofficial Guide to Medicine’ advertisement to the website on 22/09 * Update sliding banner on the homepage |

* PASSED
* No one present to give a verbal report.

ACTION POINT: CPO to meet with Webmaster about online forum.

## Representation Officers

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| Position: 1st Year BMS Repsjn  Introduction  Hey guys, We’re Vafie Sheriff and Mustafa Dashti, formally known as your Representation Officers. We’re both second year biomeds who were previously first year reps. The role we’ve taken up this year is a new one as it’s an amalgamation of two previous roles (Senate + Council Elect).  Our role is to attend all the SU meetings and inform you guys of what’s going on with SU throughout the year by producing reports of all meetings. We’ll be leading the year reps this year, being their first port of call for any issues that fall above their head, but feel free to contact us at any time – we’re super chilled out. |
| Action points (Completed)  Steven to meet with Representation Officers about Fresher’s Handbook.  Kat to meet with Representation Officers about choosing parents. Representation Officers to do the exec board by next meeting. |
| What we have done since last meeting:   * Completed most of our action points by meeting with both Steven and Kat * Discussed what we’d do with the exec boards * Contacted current year reps introducing ourselves * Attended the first council meeting of the year, where we reported on the activities of the executive. * Produced a report on council’s activities, which we will report on today. * Met with Ruth to clarify some things about our role.   **COUNCIL 1st September:**   * President reported on ‘use and abuse’ of trust facilities by societies   + Enforcing a zero tolerance policy this year, due to being very close to losing Monckton last year   + Performance societies should be especially careful   + If photographic evidence (or equivalent) is provided, the SU would punishing the society in line with the SU constitution.   + “One society falls – all will fall in line with it” * GenSec reported on the year plan, asked societies to add important dates to it to prevent intersoc clashing. * VP Finance discussed club + society finance committee.   + Advertised treasurer training on Saturday, as well as the budget appeal deadline (next Friday) – briefly going through the requirements needed to enter an appeal.   + Also advertised minibus training and quickly went through what it entailed, its requirements and how it’s revoked. * GenSec discussed the newly written Council Manual and how it included the following to lighten the amount of emails she gets:   + Committee Resources   + Who’s who * VP E+W discussed the social learning space and its rules (leased only once a week, which is done through VP E+W) * GenSec informed the council of the updated mailing list and advertised the SGSU Society Survey, which would be used to keep society contact details up to date. * GenSec also informed the council of the cleaned up RAG room, and it’s new rules * VP Finance notified societies that they needed to write end of year reports – and that this was a criteria of dissolution.   + Only ~4 societies had written end of year reports by the 1st. * VP E+W discussed the interfaith forum and changes to how it was going to be used.   + One rep from each religious society now must attend each meeting to encourage debate + discussion * GenSec then informed the council of changes to the way rooms were going to be booked.   + All university rooms must now be booked through the SU, in a similar way to how SU rooms are booked at the moment.   + The new system will come into effect on Dec. 25th. * Many questions were raised about this, in particular about how this would affect performance societies. The chair responded to this by informing council that questions could be asked after, and if enough interest were to be raised a forum could be opened about the matter. |
| What we have coming up in the next two weeks:   * Attend the first senate of the year * Produce a report of this meeting – for both council and senate. * Help out during fresher’s events * Attend INTO Meet and Greet on Friday 18th September. |

* PASSED
* VS gave a verbal report to supplement their written report.
* MGi: Are you in charge of the boards on the second floor.
* VS: No! Just the Senate and Exec boards. The other boards are Societies Officers responsibility.

**III. Year Plan**

The year plan was updated until the end November 2015

**IV. Fresher’s Fortnight**

You should all have received a timetable for disco duties. Please email any concerns to Steven.

**V. Weekend bonding**

Please come to the AHR for 2pm for training. More details provided on the day.

**VIa. Protest & Activism Forum Re-Proposal**

A recap and additional details were provided:

Update on University Policies. Rochelle has given them policies and literature to stay safe at protests (basic disclaimer). Need to write a description of values and what is/is not acceptable especially on the facebook page.

To create FAQs on risks that might be taken on a protest and how to avoid them.

Rachel has explained that disciplinaries can be handed out if a student get in trouble with the police. This checks that the student is not a risk to other students and to check if they need to go into a fitness to practice suit.

No questions asked.

Discussion:

KT: The university are happy to help and gave the go ahead to the society based on their new documentation. Helena and Carwyn are meeting with them in the next week to give them some advice.

RV: Did they talk to E&D officers?

KT: No they went to the E&D advisor at the university and are producing the FAQs. E&D and VP education & welfare

**Proposal (MJ): I propose that the Protest & Activism Forum is passed as a society of St George’s Students Union.**

SG – Seconded.

For: 22 Against: 0 Abstain: 0

*PROPOSAL ACCEPTED*

**VIIb. Art Society Proposal**

A 3 minute presentation was given.

Questions followed:

KT: Have they contacted the staff involved in permission for displaying paintings?

*We would like to work with the anatomy society to use their wall hanging spaces.*

MJ: What would you do if things cost more than your budget allows e.g. clay?

*We have allocated enough money for all our materials.*

TRG: We believe the Henry Gray society already does an anatomy drawing competition. Do you know about this? Do we need another one?

*They are interested in collaborating on one together – we have discussed it with their committee.*

Discussion followed:

It is a unique society which fills a gap we have in our SU.

**Proposal (GC): I propose that Art Society becomes a society of St George’s Student’s Union.**

SG - Seconded

For: 19 Against: 0 Abstain: 1

*PROPOSAL ACCEPTED*

**VIIb. Athena Swan Student’s Network Re-Proposal**

They gave a 15 minute presentation on why they should definitely be a society.

Questions followed:

KT: Have you spoken to minority societies which you could collaborate with e.g. LGBT?

*We have spoken to a number of societies who are keen to collaborate. We have not yet reached out to ACS/LGBT but we would be willing to.*

KT: Have you looked at the external speaker policy?

*No idea. We would be happy to read it.*

HJ: You’ve only allowed £8 for travel – are they close?

*That’s the cost of a day travel pass so from within London. We are only anticipating 1 external speaker per talk.*

KT: There are some amazing internal speakers here, why do we have to go external?

*We haven’t yet approached internal speakers however they have been supportive of our proposal so we would love to get them involved.*

GC: Why are you spending £150 on refreshments when you think you can spend £60?

*We have to spend the student experience grant. Also we think it would attract people back.*

KT: What do you know about Athena Swan at SGUL yet & the committee?

*Yes we have been invited to sit on the committee once we have been passed.*

ML: Have you thought about how to publicize your events to attract and maintain males?

*The caliber of our speakers and the collaborations with other societies.*

BO: You are obviously anticipating all your speakers to be free. How can you be sure?

*Lots of people care about this topic so are willing to come and talk about it.*

Discussion followed:

The budget is very poor. If you have excessive money pay for better speakers not more snacks. However student experience grant is to be spent as they see fit not us.

The overlap between GenSoc and Athena Swan is under contention.

Comments that they may be seen as non-inclusive.

We already have careers fairs and other societies which provide these talks. The careers fairs are not extensive enough for biomedical sciences and alternative career choices.

If they are accepted they should be with the condition that they read the External Speaker Policy. It is not exclusive. But why not inequality in science?

We definitely think there is an audience.

**Proposal (RV): I propose that Athena Swan Student Network becomes a society of St George’s Student’s Union.**

KT – Seconded

RV: It’s not being provided, and it should be.

SG: Another society can fulfil the role.

For: 16 Against: 3 Abstain: 2

*PROPOSAL ACCEPTED*

**7. AOB**

ML: Votes per person.

ML: Societies at the beginning.

Media: How frequently should we send out the newsletter?

* Weekly until October. Fortnightly until Christmas. Reassess then.

GC: Any volunteers for stewarding at WW8 would be appreciated.