**MEETING OF SGSU EXECUTIVE – AGENDA**

**Tuesday 21st February 2017**

**5.30pm – H2.6/7**

1. **Business**
	1. Apologies

|  |  |  |
| --- | --- | --- |
| **LoC** | Lorna Chapman | Societies Officer |
| **OR** | Oliver Ryan | Sports Officer |
| **SA** | Saeed Azizi | Student Trustee |
| **CBr** | Corey Briffa | SU President |
| **MD** | Mustafa Dashti | Community Projects Officer |
| **JC** | Joe Clark | Communications Officer |

* 1. Present

|  |  |  |
| --- | --- | --- |
| **FH** | Francesca Harris | General Secretary |
| **AB** | Anya Brown | Heritage Officer |
| **LuC** | Lucy Chapman | Campaigns Officer |
| **BA** | Bethany Agnew | Campaigns Officer |
| **ET** | Eesha Tripathi | Charities Officer |
| **AC** | Anshaal Chawdhery | Charities Officer |
| **NA** | Naireen Asim | Charities Officer |
| **VP** | Vikram Patel | Charities Officer |
| **GB** | Gabriela Barzyk | Representation Officer |
| **YK** | Yuna Kishimoto | Events Officer |
| **SS** | Sunil Singh | Representation Officer |
| **CA** | Chandru Amaranathan | Events Officer |
| **JT** | Jeremy Teo | Events Officer |
| **SJ** | Shalu James | Events Officer |
| **KS** | Khadija Stone | Equality and Diversity Officer |
| **AP** | Avin Philip | Equality and Diversity Officer |
| **RT** | Ruben Thumbadoo | Student Trustee |
| **NMel** | Naomi Melamed | Societies Officer |
| **AD** | Alex Denley | Technical Officer |
| **EO** | Ethan Osborn | Technical Officer |
| **WM** | Will Morrell | Sports Officer |
| **CBl** | Cerys Bladen | Heritage Officer |
| **SH** | Sarah Hill | Communications Officer |
| **RV** | Ruth Varney | Communications Officer  |
| **AS** | Ash Sithirapathy | Societies Officer |
| **CBa** | Cameron Barclay | Environment and Ethics Officer |
| **IB** | Ishaan Bhide | VP Finance and Student Activities |
| **KT** | Kat Telford | Chair |
| **TA** | Tanisha Amin | VP Education and Welfare |
| **BO** | Bukola Ogunjinmi | International Officer |
| **VS** | Vafie Sheriff | Community Projects Officer |
| **NMer** | Na’im Merchant | Student Trustee |
| **CL** | Chantal Liu | International Officer |

* 1. Minutes from the previous meeting were PASSED
	2. Action Points

|  |  |  |
| --- | --- | --- |
| Ethan | Train Alex and Michelle | COMPLETE |
| E+E | Sent in NUS Summit report | COMPLETE |
| Ishaan and Socs | Amend society start up document | ONGOING |
| Socs | Meet with last years socs officers, Corey and Kat about awards committee | COMPLETE |
| E+E | Put up allotment poster in SU shop | COMPLETE |
| Top 4 | Keep tech up to date with May Ball | COMPLETE |
| Campaigns | Meet with Comms | COMPLETE |
| Campaigns | Send list of upcoming campaigns to library | COMPLETE |
| Socs | File handover and constitution for Debating Society | COMPLETE |
| Ishaan | Make budget code for Debating Society | COMPLETE |
| Fran | Make email account for Debating Society | COMPLETE |
| Comms | Make webpage for Debating Society | COMPLETE |

1. **Reports**

|  |  |  |
| --- | --- | --- |
| President | Not present to give a verbal summary of the written report. | PASSED |
| VP F+SA | IB gave a verbal summary of the written report.EO: update on techs budgetIB: drop in and will do that with you | PASSED |
| VP E+W | TA gave a verbal summary of the written report. | PASSED |
| General Secretary | FH gave a verbal summary of the written report. | PASSED |
| Events Officers | YK a gave verbal summary of the written report.IB: what thinking of uh revue after partyYK: thinking should it be a disco or just chilled with karaoke games etc and free entry and decided on that one | PASSED |
| Technical Officers | EO gave a verbal report. Since the last meeting have put in equipment orders, fixed drunk kit, helped at spiders, did RAG week. Circles, disco at end, take me out. Started looking at some of the equipment we’ve got and think repairs may be cheaper than anticipated. Got tooting show organisation and musical coming up. SKIP show coming up. Games night karaoke evening and street doctors have contacted us for some help with an event they have coming up.TA: considering no written report and have had feedback about not replying to emails on time, how are you guys splitting the role between you and what needs to be changed to fix these issues?EO: been very busy with RAG week which is partly to blame for the emails, and reports I just forget so I will chat with the team how we can deal with that and have a more cohesive team. Still ironing out kinks.**AP meet with Corey after that meeting has happened** | PASSED |
| Sports Officers | WM gave a verbal summary of written report. | PASSED |
| Communications Officers | RV gave a verbal summary of the written report.TA: did you get a chance to look at the in office tool?RV: cause was designed and made by Jordan only he knows how to do it and we haven’t been taught so will contact him and find out**AP to find out how to change the in office tool** | PASSED |
| Heritage Officers | CBl gave a verbal summary of the written report | PASSED |
| Charities Officers | NA gave a verbal report: summary fo RAG weeks. Spoke about Virgin Active attending to get students involved. Postponed the quiz to a later date in March. Thanked people for their help during RAG Week. Raised nearly £1000 in online donations. Still sorting out the prizes for jailbreak. In coming 2 weeks will be sorting the auction prizes, bucketeering for SKIP show, bake sale on 24th March for Ronald McDonald, selling shots at St Patricks disco, contacting library as they donated all their fines last Monday and Friday to RAG weekRV: do you think you’re on target for raising compared to last year?AC: we still don’t know the total of what we made last week, think we’re on track, slightly less but hope to make it up on a later date. In same ball park.WO: what’re your opinions on continuing to run RAG as a week?VP: I think all the events in one week is hard on the officers but also have thought about moving it to after freshers but clashes with shows. Would say that 4 of our 6 events went really well. Something to consider whether should be changed.RT: organising an event like man o man on valentine’s day probably wasn’t best idea as people are unlikely to attend over valentine’s dayVP unfortunateRT: first year to not have a rag disco, what do you think of thisVP: definitely – we are going to have rag family quiz in few weeks which hopefully will be better and we wont be making a loss. Definitely something we will pass down to next years officers. | PASSED |
| Societies Officers | AS gave a verbal report – met with Top 4 about awards evening at may ball. Been doing general handover things and constitutions are trickling in. have made our posters for awards evening which we will be distributing soon which our main thing coming up.RV: which societies officers do you have on sports?AS: we don’t have any communication with sports its sports officersRV: when are you going to dissolve the societies/look at other factors for those societies?**AP Set a date to be taken to council for dissolution**VP: for may ball, how many tickets roughly reserved for winners and do they have to pay for tickets?AS: being finalised by Top 4, working to the same budget from last year and currently don’t know if can give fully subsidised tickets or discounted, being considered by Top 4 | PASSED |
| CP Officers | No one present to give a verbal summary of the written report. | PASSED |
| E+D Officers | KS gave a verbal summary of the written report. | PASSED |
| E+E Officer | CBa gave a verbal summary of the written report.TA: what happened with the convo with the energy manager and what can he do?CBa: so he is an employee of the company that supply energy to the university and he was found by Anne Harris. He wants to get involved more with the students to make people more aware of energy usage etc so we’ve been talking about putting on more campaigns during the year, go green week etc. and providing info to students and the staff. Want to create a bridge between students and staff. | PASSED |
| International Officers | BO gave a verbal summary of the written report.RT: having been in the role for 2 years, have you had much interest from other people wanting to know about the role and getting involved?BO: had a couple of GEPs interested. Also had some into students who wanted to run last year but decided against it who we may get in contact with. Will also be sending out an email to international students nearer the time.TA: could you tell me about conversations with Marshall reps? - **AP** | PASSED |
| Representation Officers | SS gave a verbal summary of the written report. | PASSED |
| Campaigns Officers | BA gave a verbal report – had consent week, met with student minds about mental health week, we decided with Tanisha to combine mental health and wellbeing week into mental wellness week, contacted a speaker, met with Corey and Tanisha about advertising etc. met with library about upcoming campaigns and how they can help. | PASSED |

1. **Students’ Union Issues**
2. Trustee Report

RT gave a verbal summary of the written report (can be found at the end of the minutes).

CL: how much have we reduced the financial deficit by?

RT: We can’t say

CL: is anything high up on risk register that we should be worried about

RT: few things can talk about but the one we can talk about is second floor refurbishment which could affect the students so thinking about mitigating that

EO: can you go into any more detail on subvention grant?

NMer: waiting to hear back from key people Corey will probably report back when he can

1. Introduction of a Senior Officer Debate to SGSU Elections – FH/CBr

FH explained the documents detailing the new role.

RV: There are positives and negative – positive there’s always been a rumble that could do with some back and forth between candidates as we have a lack of that. Worry that supporters maybe come and become a bit team-y with them and us, difficult around elections as it is to not negatively campaign against other officers and this could blur the lines here disagreeing with opposition and if taking a political stance could get a bit tricky with others disagreeing. In theory a good progression but issues need ironing out.

NMer: one way could get around that, whoever chairs it decided on questions before and can only ask questions on manifesto or applicable to everyone at George’s

AB: undecided about it as an idea, Ruth’s points about negative aspects really important and can’t be overlooked. Can bring out extreme sides of people and extreme opinions and once in office those extreme opinions aren’t appropriate, but in that moment that candidates extreme opinion on something could detriment their running. If those can be ironed out, then would be good to have something more active and improved but needs to be thought about

TA: agree that there’s positives and negatives. Think the things about getting team-y and uncomfortable those things should be controlled by the chair and thinking about it in advance that wouldn’t have to escalate. Think a negative is that wouldn’t want to push people away and make them scared of running as not used to debating. Think if someone has extreme views on something then would be good to hear about them before hand. Think that being able to present professionally and liaise with people is important and to see that you can do that would be great

RV: think a lot of issues in elections I the people running for posts don’t know the limitations of the roles when they get there and this can be a difficulty during hustings and elections and they say all these things and then they say they’re going to do loads of things but other candidates don’t as know not possible. Think this could also happen in a debate, different knowledge interpretations etc and think that could be difficult but could be a good thing. Hard with intra and extra exec candidates

AB: think the environment of a debate can be intense and push people to make promises they can’t keep. Pushing themselves wanting to win.

BO: I think its true that people in exec have a different amount of knowledge but that’s life

SH: think good fun idea get more students involved in elections

IB: it has been said that people on exec know what goes on more than others I can guarantee that no one on this table has any idea what people do in meetings and day to day basis it’s the truth of it, you don’t know what the role is until you do the role. Other point is that people may be put off by the debate but as a student I wouldn’t want someone to lead the SU and represent me to be someone who crumbles at a debate, need to be able to stand up to people, often intimidating people like the principle. I wouldn’t want someone to say no to running because of that.

CL: agree about the point about not knowing what people do in their roles. Think if the issue wasn’t something George’s would be good as makes it something quite different to hustings and see a different side to what they can offer which are outside of SU exec etc

CBl: on a side not have you thought about bar heckling, drinking etc maybe hold elsewhere

AB: I see it in a way as exec members having a bit of a disadvantage as they may be less likely to say things as may know the boundaries etc. maybe that we think we should introduce something like this is a sign that we should change hustings slightly. We’ve all sat in hustings and we all know how bad attendance is, get same people asking questions, maybe should take it from that view point and alter what we currently do rather than add something on top of that. Already intense for candidates.

RV: don’t think it’s gensec should be included just sabs. Gensec never make a decision on their own a join thing don’t know if appropriate. Steven was good president and was bad at communication skills but developed throughout the year and still did a good job and a sab role allows development of these skills so doing this before hand might put people in that situation at a disadvantage

CBa: think that it’s a good idea in that it opens it up more to people as something different and interesting. Exeter do this which I watched recently – something different and interesting. Feel would bring people in that don’t normally get involved with elections.

BO: was mentioned previously need to think about the purpose of the debate not about manifesto or getting them to make promises its about talking about a different topic which is nice. Maybe could have 2 questions, one they can prepare for and one spontaneous. Not about how qualified they are for the role its about hearing them speak about something else.

EO: think good idea, build interest, seeing who they are etc but the issue I see is that there’s a danger that when it comes to campaigns your media presence/advertising can sometimes become more important than what you are actually pledging. I think regardless of whether you’re the best president candidate you would struggle to stand against other candidates who might have videos, stickers etc, the debates could be used well to make it more about person and policy rather than running a media campaign. If it did go ahead would have to be done with having undisclosed subjects.

TA: for these roles everyone is different, the stronger you are and more confidence you have the sooner you’re able to hit the ground running with sab roles. No harm trying to get the highest quality candidates to get things changed etc.

AB: think its really hard for example president is a really varied role, to prepare for an undetermined question is so vast and they are going to learn things on the job no one ever is 100% prepared for the sab job when comes to choosing the subject who gets to determine what the question is who gets that responsibility. One person may have great experience in that scenario, another may have very limited and that might reflect badly on them when they’re really the better candidate

NMer: predetermined questions, don’t see any reason shouldn’t be fully disclosed beforehand. Number of issues have to be addressed by candidates, need to be vocal in a number of things, no reason can’t tell the candidates what to prepare for as then they can sell themselves to the students. Could be decided by previous sabs, by trustee board or by chair.

*Opinion poll*

*For: 21*

*Against: 2*

*Abstain: 7*

1. Democracy Officer role

FH explained

Postponed to next meeting – **AP to all to read up on it for next meeting as too big to just ramble through**.

1. Duty rota

FH - please could everyone check the duty rota for the coming months and ensure that if you aren’t free for your allocation that you swap with someone and inform the T4 member on duty.

1. Student Inclusion Officer Job

FH explained the document.

KS: are you expected to do 10 hours a week around exam times?

EO: why is this paid when all exec volunteer can it not be in a different officer

TA: came form AAMG looking at minority ethnic and other issues, look at past data and future students and they have identified that there’s a gap we aren’t covering and this isn’t an exec amount of work it’s a professional role which you have to do data work and come to committees and report back - it’s a different type of role. We aren’t paying for it it’s the AAMG.

BA: is it something which changes each year or can it carry on, or reapply each year?

TA: yearly contracts

1. **Society Proposals**
2. Oncology Society

Jaye and Adam gave a short presentation on the Oncology Society proposal:

* educational society to provide ops for students in oncology and insight into future careers.
* Talks and events and fundraising events for cancer support groups etc. Coppafeel was run 2 years ago and stopped as not enough support and students involved so would like to bring that in as there will be more people who will be a part o the society.
* Already got a lot of interest from students who would be keen to get involved
* Liaise with consultants for talks and run some ourselves, potentially run some revision sessions if appropriate
* Fundraising bake sales etc, Royal Marsden run
* Objectives haven’t been met in any other society run at the moment and would be quite unique, especially for students who want to pursue a career in medical oncology or a similar discipline
* Membership fee £2 per person per year – cost of printing for posters and advertising, snacks and refreshments for events, gifts for speakers hopefully.

VP: majority of interest are third years, no fresher interest and lack of second year and P and F. want a range of inclusivity across years and courses.

JB: interest from physios and HCS but haven’t yet spoken to current freshers, have just done the initial rounds to gauge interest before we open it up to other years as we progress.

VP: can you be more specific on what kind of events you’d like to hold? Are you in contact with specific consultants etc to run these talks?

JB: yep spoken to one at George’s who is willing to give a talk and have spoken to others also from royal marsden who have said would be a possibility

TA: mentioned Royal Marsden run and Coppafeel but many cancer charities, have you definitely decided on the ones you want to support?

JB: still open to discussion but there are ones that will start off with: coppafeel, royal marsden, macmillan and cancer research. Will take on board anything that people want to support!

AD: good idea. Don’t think them not asking the freshres yet is a problem. Will always be people interested in oncology and wanting to get involved. Next years freshers will be able to see them at freshers fayre etc. surprised not already a society.

AB: agree

IB: I propose we pass Oncology Society as a society of SGSU

AS: seconded

PASS: 25

REJECT: 0

ABSTAIN: 0

**PASSED**

**AP – Comms to make webpage**

**AP – Ishaan to make budget code**

**AP – Socs to file handover and constitution**

**AP – FH to make email account**

1. **AOB**

*Sarah Lasoye - “Unfortunately, I won't be able to be present on the day, but would still like to get feedback on a point - while we wait for the NSS boycott referendum to be voted/decided upon, can I put NUS posters around uni in opposition to the university's posters advertising the NSS, as I think its disingenuous to only be giving students one side of the story.”*

BA: when me and Lucy went to conference NUS made us feel very against TEF but then when we learnt about it in the context of George’s it has really changed our opinion so I think if we do that for NSS posters we need to be equally doing this for the university to make sure students are seeing the whole picture not just NUS

LC: I also don’t really know anything about what will come out of boycotting, don’t know if it will even do anything good and could be detrimental

TA: should be clarifying that you can be against TEF and still fill out NSS as to you improving George’s might be more important also as its politically mitigated we have to present both sides on any one poster other wise its just one poster coming form the SU – university are doing the NSS posters we have to send out equal balanced view

VS: she herself sending out posters

TA: to stamp it has to be politically balanced

KT: has to be approved against policies eg no platform policies

LC: think good idea when we have a date for the referendum to put out the result of referendum and a 2 sided poster with points for and against

NMer: timetable for what will happen after council

KT: Corey is the person to speak to about this

NMer – can’t put up posters without knowing out actions in detail

TA: Sarah also emailed to ask if we can talk about it next week and potentially invite staff to should this be closer to referendum rather than rushing into next week

Prevent Agenda – Sarah Lasoye

TA: universities across the sector are forced to comply with the prevent agenda as if they don’t they don’t get money from HEFCE they have no choice. At beginning of year were looking at parameters of this etc and was getting uncomfortable as some universities had started filtering emails, web filters etc which we didn’t feel happy with. We carried on discussions and then Aileen O’Brien went to a prevent conference and asked specifically if its compulsory for us to do web and email filtering which means we are happy to say we wont be doing that. This happened very recently. Last year when cam to the scene there was an open meeting which students attended and gave testimonials etc about how they don’t feel comfortable on campus sometimes because of this, this triggered us to explain that as a healthcare university we already have obligations to flag students for a number of reasons that follow the same thing but are quite normal, for example really bad attendance, or health problems etc, and at that meeting the staff said that effectively we aren’t doing anything that we haven’t done before, now just have to demonstrate that we re doing it. So now that we don’t have to do the web and email things then really aren’t doing anything different at all.

GB: think P+F and James Watson are working on distributing some info out about this which will probably be released soon.

**AP – All to** **think about what we could be doing**

Reports etc

RT: reports bad, always try and get it in on time. If can’t then maybe email around so that it can be evaluated and ask questions etc meet deadlines get in on time

NMer: all work really hard on what you do and want you to get signed off at end of the year and for that you need to do your reports etc its really important

SGM follow up

EO: wanted to ask what’s going to happen from now as was left up in the air as I had tabled agenda points etc so wanted to ask what will happen wit this being rearranged etc if going to be in the pipeline for a while then those of

FH: the agenda points will be split between exec, council and senate appropriately.

Emails

KT from CBr please read emails and reply, even if just to say you’ll be getting back to them soon working on it

KT deadline for 17th march 5pm for not being able to attend awards send to KT, CBr and GH – it is a really important meeting and a huge privilege and need as many people in that meeting as possible. If haven’t sent apologies and not turn up this will also be on your attendance for sign off.

1. **Date of next meeting**

Tuesday 7th March 2017

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**Trustee Report**

9th February trustee board meeting

It was delightful to meet our new COO Gill, who is starting at the end of the month. After passing minutes from the previous board meeting, Derek Bannister, Head of Estate and Facilities for the University, discussed potential options for the Rob Lowe space, discussions are ongoing. Discussions related to the second floor development plans were also had.

John kindly presented the SGSU financial statement. Not only could we evaluate the reduction of the financial deficit from the previous year but also have forecast report to help plan for the upcoming year. Many thanks for all the hard work from all those involved in achieving the improvements in financial management so far, although work is still required to ensure we maintain this.

The May ball was discussed and updates on how planning has gone so far. The risk register and financial improvement plan has been updated. All reports from top 4 were passed.

The subvention proposal which has been submitted to the university was discussed. We tidied up some constitutional points by appointing the Appointment Committee and Deputy Chair of the Trustee Board, congratulations to Na’im for being elected Deputy Chair.