**MEETING OF SGSU EXECUTIVE**

**Tuesday 28th November 2017**

**5.30pm – JPLT**

**ATTENDEES**

|  |  |  |
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| **BA** | Bethany Agnew | VP Education and Welfare |
| **FH** | Francesca Harris  | Chair |
| **RB** | Rowan Barnett | Technical Officer |
| **WM** | Will Morrell | Heritage Officer |
| **VP** | Vikram Patel  | E+D Officer |
| **NC** | Nathan Cooper  | Sports Officer |
| **CB** | Craig Brooks  | Campaigns Officer |
| **SAH** | Sadik Al-Hassani | Campaigns Officer |
| **SaS** | Sahana Somanathan  | Democracy Officer |
| **SS** | Simi Sodeinde | International Officer |
| **JD** | Jack DIckenson | Charities Officer |
| **AG** | Aditi Gunjal  | Charities Officer |
| **LP** | Luke Peakcock  | Charities Officer |
| **YK** | Yuna Kishimoto | General secretary  |
| **EA** | Elisavet Arsenaki | Events Officer |
| **MR** | Mohib Raza | Events Officer |
| **AB** | Agge Bebbington  | Events Officer |
| **RS** | Rohan Sudhir | Events officer |
| **OCM** | Olivia Craig-Mcfeely | Technical Officer |
| **TT** | Tasha Thomas | Sports officer |
| **SJ** | Shalu James | Societies Officer |
| **OH** | Omar Hajazi | Campaigns Officer |
| **AS** | Ash Sithrapathy | Heritage Officer |
| **KG** | Keshini Goonerane | Communications officer |
| **NA** | Naireen Asim | E+D Officer |
| **GS** | Golnoush Seyedzenouzi | International Officer |
| **JT** | Jeremy Teo  | Societies Officer |
| **SK** | Sam Khavandi  | President  |
| **GB** | Gabriela Barkzy  | Societies Officer  |
| **BO** | Bukola Ogunjinmi | Student trustee |

**APOLOGIES**

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| **CL** | Chantal Liu  | Student Trustee |
| **KM** | Kurush Medhora | E+E Officer |
| **SpK** | Spardha Kumar  | Democracy Officer |
| **RC** | Ramneek Chana | Societies Officer |
| **AnN** | Anass Nuur | Student trustee  |

**ABSENT FROM MEETING**

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| **AS** | Alex Scurfield | Communications officer  |
| **VS** | Vafie Sheriff  | VP Finance and Student Activity |
| **FM** | Flora Matthews | CP Officer |
| **AH** | Alan Hasanic  | Sports Officer |
| **EO** | Ethan Osborn  | Technical Officer |
| **JCD** | Jean Claude Doukrou | CP Officer |
| **LS** | Louay Salfity | Communications officer |
| **SiS** | Sinthuja Shanmugarajah | Communications officer |
| **HLb** | Hannah-Lidbetter | Charities Officer |

**MINUTES**

Minutes from the previous meeting were PASSED with changes to be made.

**ACTIONS FROM LAST MEETING**

**ACTIONS FROM PREVIOUS MEETINGS**

**REPORTS\***

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| President | SK was present to give a verbal summary of the report SK: very early days and beth has more info. She has been in contact with the venue. Will and I looked at some sponsorship SG: After public hcasity at council what have you done to increase communication SK: comms has improved and talked to Claire and Derek to improve communication regarding multi-faith SG: feedback? SK: less complaints CL: What channels are you using to communicate updates regarding MFQCR with the student body?SK: mainly council and been in touch with the presidents of faith groups CL: How do you think the SU Strategy survey went?SK: wet well, bf response with high 700 responses. Face-face feedback was over 100 so over 1000 response. We haven’t received any feedback yet | PASSED |
| VP F+SA | VS was not present to give a verbal summary of the reportVS: really well, people have e-mailed society officers and there will be a meeting tomorrow where all of them will be able BO: RB: you cancelled the minibus test VS: only four people, more useful to do the test when there are more people to actually take itNC: why are the fresher’s fortnight finances still ongoing VS: not completed and I need to compare numbers to previous years. If it’s a case of just telling you how much money we made NT: about Rob Lowe, what the situation about moving the things out of it VS: When societies are free and I need to talk to Matt about the rooms that still need to be cleared. AP: * Room booking explanation to be updated on the website
 | PASSED |
| VP E+W | BA was present to give a verbal summary of the report SG: Why was Corey seeing a student when you were out of office. Why was this not handled BA: Friend of Corey, I needed help SG: I flagged it with Aileen RB: Update on BA: not a lot has happened and we have planned which campaigns we can do and what to do with the wall NC: more details on training coursesBA: following consent training, a conference with other univeristies to deliver more training SiS: How did self-care week go? BA: whole strategy and moving dates did throw us off a bit. A lot of being outside the library and people to take care of themselves. BA: raise awareness, campaigns worked hard. Imrpoving engagement needed and we need to engage those who aren’t on site like on placement BA: more money for wellbeing campaings. She is happy for me to submit a case  | PASSED |
| General Secretary | YK was present to give a verbal summary of the report JCD: BO: SG: Communication being the theme, the response to email is slow and still second-hand SG: You can’t win peoples trust back by replying to e-mails but there needs to be communication by saying this is the plan going forward and tell them at council etc., win peoples trust back by giving them specifics RB: responding to room booking, create a template and tell them if they haven’t received a reply check the spreadsheet to check their rooms SG: Put an automatic OH: if you’re going to be in office put that in the e-mail and tell them the hours you’re going to be in AP: * Send the MSF e-mail to them
 | PASSED |
| Events Officers | AB was present to give a verbal summary of the reportOCF: Snow machine needs to be ordered as soon as possible EV: OMF: its not coming out of our budget but yours SG: SK: event nights they’ve dropped SG: Top 4 SK: people turn up later and they’ve already pre-edSG: general takings SK: ahead of last year BO: events nights? SK: bar in general SG: Top 4 have to stand at front BO: I agree but the numbers in the bar are much better since the refurbishment and it takes time for the investment to blossom. The bar has been doing better. It is just the events taking that are lower. SK: Rich says it fluctuates year on year RB: people spend more time in the bar. Events may be slipping but general attendance in the bar is increasing. NC: what have you thought about to increase bar attendance. There was a capacity increase to prevent turning people away. SK: There are some ideas like happy hour in th eebar but we just need ti think SAH: can anu of the ideas be used at Christmas Disco SK: need to talk to Gill Elisavet: snowflakesRohan: candy canes, stocking, mistletoe, baubles, snowmachineCB: What else is on the advent calendar because AB: snow machine, snapchat filter, hidden gifts, a list of everything but the boring things at the beginningSK: one thing we discussed is that its an ongoing thing on social media OMF: If you want to have one please order it tomorrow Elisavet: We didn’t know Rohan: we talked to Ethan and Sam has come back SK: Golnoush: Express bar, the waiting time is crazy. SK: The new bar is designed so that the delivery time is short and its easier said than done SG: Could you run Cobb’s Bar? SK: I would have to talk to Rich  | PASSED |
| Technical Officers | Olivia was present to give a verbal summary of the reportNC: BA: has been noted and it has been taken to the trusteesGolnoush: I personally wouldn’t mind helping out RB: we haven’t sold anything this year but we haven’t sold any this year  | PASSED |
| Sports Officers | NC was present to give a verbal summary of the reportSiS: what the Instagram nameNC: SGSUSPORTSSK: elaborate on the CL: NT: went to the first meeting and not the second meeting. We haven’t been getting e-mails. NC: the issues of Rob Lowe are dying down NT: complaints are going to Vafie rather than SG: what happening with all the stuff that’s been locked away NT: the external company need to coma and collect it  | PASSED |
| Communications Officers |  KG was present to give a verbal report NC: hasn’t the app been an action point for such a long time KG:KG: if everything is approvedBO: PLEASE UPDATE THE EXEC OFFICER PAGE GB: MSF e-mailed us SK: Can the app launch be a big thing at the next meeting  | PASSED |
| Heritage Officers | WM gave a verbal summary of the report  CL: WM: sheer incompetence  | PASSED |
| Charities Officers | LP was present to give a verbal summary of the reportSG: only had 2 decent RAG weeks sicne ive been here. What is going ot be different about your RAG week. LP: avoiding a Disco. We want to set up RAG to be a nice exciting week.AG: bar footsie on cirles night, speed-datingLP: bar footsies is someh=thing that we wanted to do AG: scrap take me out BA: last year it wasn’t as good as it could have been LP: we need a number and we keep applying and keep getting regected SG: we did it through michelle AG: mystery night out in a different city, a mini tour and it might be around £15, LP: book coaches and the information should go out soon AG: e-mail them LP: book LTA so that everyone interested can come and they can find out more about the charities NC: can you expand on what you’re going to get people to do AG: help with bucketeering. We went to trinity that people can start coming and helping with their events. LP: trinity have a day centre that they want volunteers for and so we want to direct people in the right directions BA: we have a mascot and we took it to the kids wards at Christmas and I was thinking you could take the Georges mascot LP: we could go around the wards around Christmas BA: make sure you e-mail them first  | PASSED |
| Societies Officers | JT was present to give a verbal summary of the report GB: none have expressed interest. At the meeting, everything will be explained and if they want to form a committee. After formation is done, they submit a form and they meet with socs and Vafie to finalise and make it official SK: what happens if ten want to be president of a society. GB: the meeting will be a chance for people to talk it out and prevent multiple clashes  | PASSED |
| CP Officers | FM was present to give a verbal summary of the report FM: 3 or 4 of the CPs turned up RB: how many CPs in total FM: 15-18 in total  | PASSED |
| E+D Officers | No-one was present to give a verbal summary of the written report.SAH: why has it taken so long for Campaigns to be fed into all this and its been a lot to take in at once NA: I, myself have been having quite a hard time and since coming back I have been told to include campaigns with the PRIDE. SAH: I want Vikram to be here and I know you tell us everything but I just want to let you know BA: I don’t want to go to meetings and talk to staff and then find out that they have had meetings with you. You need to keep me in the loop  | PASSED |
| E+E Officer | KK was present to give a verbal summary of the report **NC: why is it consistently happening that you don’t send in reports** **NC: how’s the stairs initiative going**  | PASSED |
| International Officers | SiS was present to give a verbal summary of the reportGolnoush: people are having difficulties with the allocation and a lot of people’s welfare is being affected. BA: bring it to us BO: will it be helpful to have a telephone and skype sessionBA: I have a skype account that I use with SPACESiS: looking into other companies and rhe lady who was with the company last year is not there. We don’t get a budget so we need to find something that’s financially manageable SiS: I reached out to the international office downstairs. Ali and a P-year student who didn’t get allocation to go to America. They don’t have reps but rather staff representatives Golnoush: we have sent a survey to them and wainint on response SiS: BIAS UK do events, student exchange program and hhelp sort out trips, nights out and they do abroad as they have branches. Simi can send a link to anyone interested  | PASSED |
| Campaigns Officers | CB was present to give a verbal summary of the report  CB: we can use it for mental wellness and the main one is the mental wellness in the new year. SGUL change was used last year and this year we don’t have this so we need to plan the budgeting  | PASSED |
| Democracy Officers | SaS was present to give a verbal summary of the reportNC: canSaS: very low turn out on GEP and master courses. They start their course so early that they decide their own year reps and they feel that its an effort to go through the formality. When they decide on who they want their year reps they can write a manifesto there and then and when it comes to elections, we can put this into the system. I made friends with 40 physios and 40 physios voted. We need to get the word out and we need to give them a reason to be involved CL: SaS: all other combined courses are low turn-out  | PASSED |
| Representation Officers | Del: we have looked at the previous reports and minutes. Attended council. We have attended council BA: Do you have access to e-mail account AP: * Give reps access to e-mail
* Yuna to add delaram to mailing list
 | PASSED |

\*For full written reports, please see Executive Officer Reports document (agenda).

**STUDENT UNION ISSUES**

**SOCIETY PROPOSALS**

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| Bengali Society  | The aim of this society is to celebrate Bangladeshi culture which is not covered by Paksoc or other societies here at George’s. Learn about culture, food, people and it will be a great networking opportunity. Helping in the community as a society similar to KCL such as care homes, food banks and schools. Also aims to undergo a widening access to medicine scheme. £2 subs and an estimate of 50 sign ups to the society. The first year is just a start up and not too much spendature. The executive committee asked the society committee questions and discussed the proposal. | RB : I propose that we pass Bengali society as a society St George’s Students’ Union with the caveat that they talk to Vafie about budgeting. Seconded by BAAccepted: 27Rejected: 0Abstain: 0PASSED **AP:** 1. VP F+SA to make budget code
2. Gensec to make email account
3. Comms to make webpage
4. Socs to file handover and constitution
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| MSF  | Aims are to raise awareness for the works of MSF, encourage students to work for institutions such as MSF and to raise money for these associations.Conversation about the key humanitarian topics and for students to be able to be aware and talk about these topics but also what we can do to address them. The executive committee asked the society committee questions and discussed the proposal. | JC: I propose that we Pass MSF as a CP at St George’s Students’ Union Seconded by NTAccepted: 23Rejected: 0Abstain: 0**AP:** 1. VP F+SA to make budget code
2. Gensec to make email account
3. Comms to make webpage
4. Socs to file handover and constitution

PASSED |

**Agenda points:**

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| **Trustee Report**  | BO: Each Trustee is looking after one Top 4 and their zone. In general we are helping with year rep issue, we have given advice. We have resolved a problem We have attended all SU meetings. Have a formal meeting with Sam and have had % year plan. An opportunity to change the SU in a way that people are wanting to change the SU AnN: briefly what we discussed in that trustee meeting. First Gill gave a financial statement of SU and the SU is in a better financial position. Balances are clean and regrow the reserves. This goes in line with the strategic plan. Top 4 reports were passedVafie gave an update on the Rob Lowe and this was to WE had an extensive discussion about the strategy. In terms of finance well off and now can focus on how to improve the SU by finding out areas we are lacking in. what are we not providing and not doing right. The first step was the survey which was released on Monday. The results will shape focus groups and feedback sessions. On Wednesday, there will be a mass e-mail sent out to form the focus groups. After the survey, the collected data will be analyzed. Great opportunity to be involved with. Hopefully launch the strategy before summer elections so that the new Top 4 can aline their ideas to this strategy. There was also a small discussion o the impacts that Pret is having on the Student Union Shop. SK: if we can get the wider student body not just Exec it would be great AnN: engagement was used in many people’s hustings and this is an opportunity to increase engagement. EO: First, what was the complaint about the bar staffBO: not sure we can EO: Survey is a short deadline. If strategy is BO: external company to run the data collection and they are professionals to do this. They have worked on other university and they have experience that people don’t Focus groups next week where we will get the more detailed information EO: last year AP for Trustees about the resignation of officers. Is this something that you are happy to take on againAnN: we will look at the constitution and is a point we will pick up on. If anyone has BO: we will be revewing the constitution and it is very difficult to use it. We don’t know if we are just cleaning up or re-writing it from scratch. If you want to be involved in the constitution checking! EO: BA: some parts contradict itself EO: when do the trustee minutes go up on the website SAH: for the constitution is it trustees asking Exec or everyone BO: we want anyone and everyone to be involved not just exec. We want it to be reviewed legallySAH: whats the timelineBO: ove RA: what are the focus groups and who is involved BO: free Pret and it will be Monday and Tuesday VS: there will be a timetableEO: is this the only strategic plan focus groups? Monday and Tuesday is Diwali show show day BO: they are having skype focus groups. They have a large time-frame for the focus groups. Day-time more than evening  |

**AOB**

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| **SU Strategy**  | **BA: thank you to all those who have helped us with the survey**  |
| **Exec of the Month**  | **SK: Tech officers**  |
| **Christmas meal**  | **5th of December**  |

**DATE OF NEXT MEETING**

Tuesday 12th December