**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 report  VS: 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 it  NC: 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 courses  BA: 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 report  OCF: 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-ed  SG: 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: snowflakes  Rohan: candy canes, stocking, mistletoe, baubles, snowmachine  CB: 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 beginning  SK: 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 report  NC:  BA: has been noted and it has been taken to the trustees  Golnoush: 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 report  SiS: what the Instagram name  NC: SGSUSPORTS  SK: 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 approved  BO: 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 report  SG: 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-dating  LP: 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 report  Golnoush: 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 session  BA: I have a skype account that I use with SPACE  SiS: 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 report  NC: can  SaS: 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 BA  Accepted: 27  Rejected: 0  Abstain: 0  PASSED  **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 |
| 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  NT  Accepted: 23  Rejected: 0  Abstain: 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 passed  Vafie 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 staff  BO: 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 again  AnN: 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 legally  SAH: whats the timeline  BO: 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 timetable  EO: 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