



UNION EXECUTIVE COMMITTEE MINUTES

PRESIDENT, CHAIR

TUESDAY 20TH JANUARY 2021, 10AM

VIA MICROSOFT TEAMS

Present: Phoebe Bastiani (President of the Students' Union – Chair, PRES, she/her); Evie Kyte (President of Inclusivity & Diversity, PID, she/her); Sian Doherty (President of Sports, PS, she/her); Simeon Orduen (President of Education, PE, he/him); Ellis Leonard (President of Activities, PA, he/him); Huseyin Arslan (Student Trustee, HA, he/him); Ryan Ward (Student Trustee, RW, he/him)

Attending: Jane Stafford (Chief Executive, CEO, she/her); Nicole Steele (Student Voice Manager, SVM, she/her); Alexandra Tute (Student Opportunities Manager, SOM, she/her); Gina Rayment (Advice Centre Manager, ACM, she/her); Leanne Spencer (Administration Co-Ordinator – Minutes, AC, she/her)

Apologies:

1. Minutes of previous meeting

Approved as a correct record.

2. Matters arising

Noted. The majority of actions are complete with some ongoing, an update for these will be given at the next Union Executive Committee.

3. President Accountability Reports

a. President of the Students' Union

PRES explained that the petition urging the government to sufficiently finance universities was rejected by the government website as there were not enough signatures. PRES stated that she is now using change.org for the petition.

There were no questions from the committee for PRES.

b. President of Inclusivity & Diversity


PID communicated that she is struggling with engagement around the BAME Mental Health work. PID explained that she is working on this at the moment and is looking for safe ways to promote it to students.

PID communicated that she is struggling with engagement around the BAME Representation project. PID explained that she has spoken to other Students' Unions about this and we have created a graphic with different nationalities which will hopefully improve engagement.

There were no questions from the committee for PID.

c. President of Activities

PA said that he had a meeting a week ago to discuss the issues around security on campus. PA explained that we did not get a lot of responses to the survey put out to students about the issue, which is positive as that



means that there are not a lot of students with problems. PA said that he will be writing a report on the findings which he will take to the University.

SVM asked if the findings of the Academic Societies meeting could be shared with the Student Voice Team; PA said that he would update her on this. **ACTION PA.**

d. President of Sport

Take as read.

PID said that PA and PS have done a great job keeping the activities and sport zone together this year. SVM agreed and congratulated PS for bringing the sporting community together and celebrating their great work.

e. President of Education

Take as read.

PE communicated that there were some issues raised by medical students on placements regarding travel times. PE explained that he liaised with students and the Dean of the Medical School to put together comms for students regarding the issue, which resolved the situation.

PE stated that he had had a conversation with with the PVC Education regarding deadlines for students. PE explained that students are not allowed to go beyond the hard deadline on word limit for dissertations.

There were no questions from the committee for PE.

4. Student Voice Team Highlight Report

SVM said that the notice for elections has been withdrawn and that elections are under review. SVM explained that she will be releasing more information in due course.

SVM announced that 203 Course Reps who have been recruited and trained, 283 have expressed an interest in becoming a Course Rep.

SVM said that she has written a report on the University staff survey results which will be going to the January Board meeting. SVM stated that she will circulate report to the Membership Services managers as there is some interesting feedback. **ACTION SVM.**

SVM said that we have had 78 students complete the SUMS Member Insight Survey. SVM explained that she has spoken to Lincoln Students' Union and they said that they are having similar problems around engagement. SVM stated that she will be working with marketing on this to increase engagement with students so that we can understand student priorities and how we are doing. SVM said that she will share what we have had to date with the committee. **ACTION SVM.**

CEO explained that there is a note on the pack for the Board due to the low numbers. CEO suggested that we add it to the agenda for this committee as a standing item along with the KPIs from the Pulse report. **ACTION AC.**

5. The Future of President Accountability Reports

PRES explained that this agenda item is about the accountability reports which go to Union Council after Union Executive Committee. PRES expressed concerns they are outdated by the time they get to Union Council. PRES asked for thoughts from the committee on whether we have one report for this committee and then update it before it goes to Union Council or whether we should write two reports, one for this committee and one for Union Council.

The committee had a discussion around this and AGREED that the President Team have a separate meeting on this. **ACTION President Team.**

6. Student Opportunities Highlight Report

SOM announced that we have a meeting booked in for HUSU Awards and we will need to start thinking about Society Awards and Trophy Presentations.

SOM thanked the committee for their input on the Community Handbook. SOM announced that it should be released next week. SOM said that she will circulate around this group before it is published. **ACTION SOM.**

SOM said that she had a good meeting with Lincoln Students' Union about Varsity. SOM announced that we have set 24th and 25th April as the dates for Varsity whether it is in person or virtual.

SOM said that the first newsletter for HUSSO's 60th Anniversary was sent out and was well received. SOM explained that the Board will receive a report on the plans for HUSSO's 60th Anniversary.

RW asked if there was a limit to the number of sponsors that a sports team can receive; SOM replied that there was not a limit, but we need to make sure that the contracts do not clash with other sponsors.

7. Verbal Update from PRES on the VC/HUSU meeting

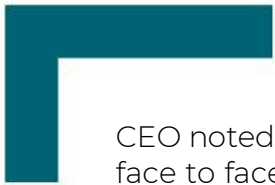
PRES communicated that the President Team told the VC about the security survey and she was very involved in the conversation that followed

PRES communicated that the VC supports us on the campaign around student finance. The VC has hinted that, if the campaign picks up, then it is something that she can take to national Vice Chancellor meeting to see if they will all sign it.

PRES communicated that PE asked about students being asked to change dissertation topics due to accessibility during lockdown. PRES explained that the VC was concerned about this as the data sets should be provided to students so that they do not have to change their dissertation topics. PE and PRES will be going back to students to see who has been saying this to them to see where the issue is.

PID asked if the committee wanted notes from the meeting for this committee next time; the committee agreed. **ACTION PID**

PID said that the VC asked for a survey for students to see what they need for their studies. PID explained this will be going out to students soon.



CEO noted that The Guardian did an article regarding potential strike action if face to face lectures come back as the trade unions feel that this is. CEO said that the University have committed to no face to face teaching until March, but if it does come back from March then there could be some push back from trade unions on this.

8. This Ends Now (Sexual Violence Task and Finish Group)

PID said that we have had two Task & Finish Group meetings so far where we have looked at the main priorities and have set up some subgroups. PID communicated that the main thing that we want to get out of this is to work with the University to improve the language they use and the support offered.

PID noted that some of the outcomes of university disciplinarys are not safe for students. PID said that perpetrators are banned from the University only until the victim graduates, PID expressed concerns that this does not recognise that the perpetrator is a threat to other students.

PID announced that the consent training is nearly finished and may be up by the end of February.

SOM asked if PID can share the consent training with us when it is complete.
ACTION PID.

9. Advice Centre Highlight Report


ACM said that the Advice Centre has been busy, especially in regards to academic issues. ACM noted that a case category sheet has been included in the papers for further information.

ACM stated that there is still a problem around advice for housing. ACM explained that it has been taking three months to release students from their contract for on campus accommodation. ACM said that we are also getting a lot of students with concerns about private accommodation, this was raised with WonkHE and ACM is hoping that there will be some news on this this week as the government should be putting out guidance. ACM said that we are advising students to ask for a discount on their utility bills as they are not in the house.

ACM said that she had a good meeting about emergency accommodation with PRES and the Social Mobility & Class Representative as there is no emergency accommodation provided by the University. ACM stated that we are going to amend the letter sent last year regarding this and send it again.

ACM communicated that a number of nursing students contacted us regarding their placement two days before Christmas. ACM said that we are going to have a meeting with the University to support students on placement going forward.

SOM asked if the case category sheet is available for students to see; ACM replied that she has asked the Junior Web Developer to put it on the website. SOM suggested that we add it to the resource hub; ACM agreed and suggested that we can add the housing booklet there too.



SOM asked if there was a graphic that marketing could create to show students what money we have got them back; ACM agreed and said that she will be in touch with marketing. **ACTION ACM.**

SOM asked if we could signpost to students on Hullverheard who have voiced concerns to the Advice Centre; CEO replied that we will check the policy on this, CEO recommended that we feed this into marketing so that we can respond through our official channels as we do not want staff to respond on Hullverheard individually. **ACTION CEO.**

Any Other Business

Campaigns and Engagement Fund Task and Finish Group Update

SVM explained that, previously, students who applied to the campaigns fund would have their request go to the Union Executive Committee for approval. SVM noted that, now that this committee is no longer meeting every two weeks, the approval for funding has been delayed. SVM suggested that the forms would be approved via email within 10 working days.

The committee APPROVED SVM's suggestion that the forms would be approved via email within 10 working days and that the decision on campaign forms should be noted in the minutes of this committee.

ACM said that new safety net information has just come out, this information was sent out last week with the links on. ACM explained that the form has been changed and there is a link to the guidance in the form. ACM asked, if the committee is sharing this information, that they reiterate that the guidance is in the form.

Next meeting: 17th February 2021

President of the Students' Union Report

Phoebe Bastiani

13/01/21

Objectives		
<u>Objective & Context</u> Name the objective you are working towards. Briefly describe why this is your objective, who it affects and what outcome you would like to achieve.	<u>Completed actions</u> Include subheadings and detail of engagement with students, meetings and feedback to students.	<u>Next Steps</u> List your next steps and what you hope to achieve from them.
<p><u>Sustainability & Community</u> To improve environmental sustainability of HUSU and the wider University community</p>	<p>BIODIVERSITY</p> <ul style="list-style-type: none"> Held the first meeting with the University and student reps to discuss plans for the Great British Spring Clean and our plans to revamp the Salmon Grove wildlife area <p>CAMPUS WASTE</p> <ul style="list-style-type: none"> Planning a recycling awareness campaign to launch on Global Recycling Day in March <p>ACCOMMODATION</p> <ul style="list-style-type: none"> Lobbied the University to provide students with an accommodation fee waiver No rush, no pressure campaign 	<ul style="list-style-type: none"> Do an audit of the University campus and recycling bins See if Hull Employability awards will accept Green Ambassadors as a contributing achievement Working with HUSU staff to deliver other community schemes such as pink bags etc.

	<ul style="list-style-type: none"> • Written an open letter to landlords asking for them to be flexible given the latest lockdown and also urging them to offer rebates for the cost of bills for those students who haven't returned to their accommodation. • Analysed the survey responses about security and now working with the University to investigate the informal complaints received. 	
<u>Additional Costs & Value 4 Money</u>	<p>STUDENTS FIRST: REFUND. RETHINK. REINVEST.</p> <ul style="list-style-type: none"> • Written an open letter to Gavin Williamson with Diana Johnson MP about nursing students tuition fees • Written an open letter to Gavin Williamson and Michelle Donelan urging them to sufficiently finance Universities so they can better support students. This letter has been signed by 28 other officers from various student unions • Set up a petition to ask for the same 	<ul style="list-style-type: none"> • Continue to put pressure on the government and gain support from other unions and organisations
<u>Support, Safety, & Mental Health</u>	<p>CONSENT</p> <ul style="list-style-type: none"> • The training content is now being put on MyJourney • Working with the University on sexual violence in a group sponsored by the VC. I am taking a lead on improving the support and experience of survivors of sexual violence. <p>COVID-19</p> <ul style="list-style-type: none"> • Working closely with Simeon to lobby the University for a clear and comprehensive no-detriment approach • Working closely with the Library and other services to ensure students still have adequate access to the resources they need <p>MENTAL HEALTH</p> <ul style="list-style-type: none"> • Held an online open forum for students • Launched 'Healthy Heads Hull' campaign 	<ul style="list-style-type: none"> • Continue the 'This Ends Now' Campaign • Campaign for SVLOs in the sexual violence task and finish group • Planning for an in-person Reclaim the Night in Women's History Month • Improve the experience of students who have made a complaint of sexual misconduct • Work in partnership with the University on projects such as the Wellbeing Champions

	<ul style="list-style-type: none"> Organising a series of coffee mornings with various staff and lecturers I am leading on a community workstream to improve the mental health support for students in a community setting (working in partnership with the University). 	<ul style="list-style-type: none"> Set the 'End the Stigma' billboards campaign in motion
<u>Social & Transparency</u>	<ul style="list-style-type: none"> Started weekly drop-in sessions on teams for students Worked with the University to put out videos Helped to create an FAQs page Written blogs to try signpost students 	<ul style="list-style-type: none"> Planning a Q+A session for students

<u>Core Responsibilities</u>	
Includes meetings, events, extra campaigns, training, assisting student training etc. include details of student engagement and student feedback where relevant. Check your standing order for guidance.	
Name of activity	Description
Student Minds Development Day	Learned more about how to support student mental health
Online training	Whilst on my one-day-a-week furlough I did several online training courses to learn about supporting student wellbeing
USEEEC Strategy	Chaired my first task and finish group meeting for developing the new University student experience strategy

President of Inclusivity and Diversity Report

Evie Kyte

06.01.21 (For Union Executive Committee 20.01.21)

Objectives	Done	Next steps
Sexual Assault Support (This Ends Now Campaign #TEN) (With Phoebe)	<ul style="list-style-type: none"> • Ends Now Action Group- low attendance. • Written pledge against sexual violence. • Held first Sexual violence action group with the university and created subgroups for different strands of the projects. • Researched best practice across other institutions for reporting sexual assault eg anonymous reporting system. • Acted on feedback for consent training, training is now completed and being uploaded to MyJourney! 	<ul style="list-style-type: none"> • Host in person reclaim the night (When safe to do so). • Next TEN action group • Prepare what I want from each of the subgroups to discuss at the next sexual violence meeting on 12th Jan. • Decide date to release pledge for students to sign. • Review success of consent training • Produce promotional content for when consent training is released
BAME Mental Health	<ul style="list-style-type: none"> • Organised specific mental health forums- eg black students mental health forum- very little engagement and attendance. • Also set up separate campaign around terminology and BAME representation. • Asked about presenting the report in Mental Health Working Group, and it was said that the next meeting (11th Feb) was an appropriate place to take the report. Set myself 	<ul style="list-style-type: none"> • Further promote survey and encourage more responses. • Find out the numbers of BAME students on campus (broken down by ethnicity) to see how

	<p>deadline of submitting report to MHWG chair two weeks before the meeting. Therefore the report needs to be finished by w/c 25th Jan. Very low number of responses- I needed more numbers to present my case to the university to put funding behind.</p> <ul style="list-style-type: none"> Used paid promoted facebook posts across Jan to get more responses for the survey. 	<p>this relates to the number of these students engaging in the campaign.</p> <ul style="list-style-type: none"> Take report as a motion to union council on 8th Feb. Take report and recommendations to MHWG on 11th Feb. (Fingers crossed with backing of union council)
<p>BAME Representation</p> <p>Long term consultation with students to find out about what they think about the term 'BAME' and our current representation system</p>	<ul style="list-style-type: none"> I have written a blog explaining the reasoning and next steps behind this campaign. Carried out research into other student Unions' representation systems across the UK. Contacted relevant societies eg Afro Caribbean society to see if they would like to be involved. Presented consultation to union council in December. 	<ul style="list-style-type: none"> First meeting of task and finish group in early January. Create new engaging graphic for campaign

President of Activities Report

Ellis Leonard

05.01.2021

Objectives		
<u>Objective & Context</u> Name the objective you are working towards. Briefly describe why this is your objective, who it affects and what outcome you would like to achieve.	<u>Completed actions</u> Include subheadings and detail of engagement with students, meetings and feedback to students.	<u>Next Steps</u> List your next steps and what you hope to achieve from them.
Students First	<p>In the first week back since Christmas, myself, Phoebe, and Evie ploughed ahead with the Students First Campaign.</p> <p>With help of Nicole Steele we launched a petition which in itself is asking the government for better support for Universities to help them support students throughout this pandemic.</p> <p>Phoebe also had written a letter to Government outlining what we want from them, which has been signed by us, and many other Students Unions Sabbatical officers.</p>	<p>We want our petition to take off to have the Government forced to debate it in parliament, we want them to support Universities financially so that they can directly support students. Because although they have supplied some money to Universities, it equates to roughly £13 per student and it is not enough to subsidise what has been lost due to the pandemic.</p>
Academic Societies	<p>. Furthering on the project of Academic Societies I held an Open Forum at the request of Presidents at the last Societies Council.</p>	<p>To create a task and finish group to finalise our plans for Academic Societies.</p>

	<p>Although not hugely attended, Simeon and I had a very lengthy discussion with Presidents of some groups that would fit into the category of Academic Societies about how this could work, what they wanted to see and their concerns.</p> <p>I came away from this open forum with ideas that are to be discussed with staff on how we go forward and how we implement Academic Societies.</p>	<p>Take these final plans to another open forum with presidents invited to engage in feedback to these, for one final revision.</p> <p>Present this revision and final plan to the university for why we think it is needed.</p>
<p>Security</p>	<p>Myself, Phoebe, and Nicole Steele had written a survey in November for students to fill in regarding their concerns about Security on campus (be that University or Union).</p> <p>Myself and Phoebe met to go over the answers for that survey and discuss our next steps. We have feedback that the survey has finished, and what our next steps are directly to the VC, and now we are now going to be preparing a report</p> <p>.</p>	<p>Prepare a report to be sent to the University on our findings, and request any additional information from them (eg, have official complaints now been made? Have processes been changed in reflection to what has happened?</p> <p>Discuss with the relevant members of staff if necessary on steps to be taken to improve, and communication that will go out to students.</p>

11/01/2021

Objectives		
<u>Objective & Context</u> Name the objective you are working towards. Briefly describe why this is your objective, who it affects and what outcome you would like to achieve.	<u>Completed actions</u> Include subheadings and detail of engagement with students, meetings and feedback to students.	<u>Next Steps</u> List your next steps and what you hope to achieve from them.
Recognise – recognising the issues that are at the forefront of the AU by listening to student voices and organising the Sports Zone.	<p><u>Cost of Sport</u></p> <ul style="list-style-type: none"> - Was placed on hold due to November lockdown but then the travel window was put in place meaning no sport could continue in December. - Starting the new trimester in another lockdown so have not asked for students to pay for a second sports pass yet as we are unsure when we will be able to return to sport. <p><u>Sports Pass Refunds</u></p> <ul style="list-style-type: none"> - Everyone who purchased a 2019/2020 sports pass online should have received a refund - Starting to look into refunding students for semester one sports pass of the 2020/2021 academic year. - In discussions with finance how to refund students who purchased a sports pass in person in the 2019/2020 academic year as we were relying on being 	<p>Return to this once we know when we are returning to sport.</p> <p>Work with Kevin and Andrius to try and sort this out by the time we can play sport again.</p>

	<p>able to do this in-person once allowed back on campus.</p> <p><u>Team GB Student Panel</u></p> <ul style="list-style-type: none"> - Organised application form and marketing graphic for the Team GB Student Panel. - Had 10+ people apply for the panel - Nicole Bateman and I interviewed the candidates - Successful applicants will meet for the first time on the 12/01/2021. <p><u>Kit</u></p> <ul style="list-style-type: none"> - Working closely with teams and O'Neills to get kit orders delivered and handed out to students - Have had a few problems with incorrect kit but are working through it with the committees and with O'Neills. 	
<p>Engage – engage as many students in sport, the AU and the Union as possible, both physically and socially.</p>	<p><u>November</u></p> <ul style="list-style-type: none"> - Ended the campaign with over £20,000. <p><u>Christmas Challenges</u></p> <ul style="list-style-type: none"> - Teamed up with HullSport to put on two different Christmas challenges. 12 days of Christmas and the Strava Art Challenge. <p><u>Grace's Week</u></p> <ul style="list-style-type: none"> - Took part in Lincoln Hockey's campaign called Grace's Week in remembrance of their past student Grace Millane. Completed 24km, shared the fundraising page on my social medias and donated. <p><u>Disability History Month</u></p>	

	<ul style="list-style-type: none"> - As all of our in-person events had to be cancelled due to lockdown, I continued to do the resource posts which were sport specific. I concentrated on media like documentaries, ted talks, and podcasts. 	
<p>Promote – giving all teams/events professional and consistent promotion throughout the university, union and on social media.</p>	<p><u>Team of the Trimester</u></p> <ul style="list-style-type: none"> - Students could put forward their clubs for team of the trimester by filling out a google form. - Got over 100 responses. - Made them all into graphics so teams could see what their members had been saying about them. - Really good feedback from teams. - Ask Presidents, sports zone and other staff members of HUSU who should win. <p><u>AU Charity work</u></p> <ul style="list-style-type: none"> - Supporting teams with their personal fundraising campaigns (e.g. ladies football and Maggies challenge) 	

President of Education Report

<Name> SIMEON N. ORDUEN

<Date> 11/01/2021

Objectives		
<u>Objective & Context</u> Name the objective you are working towards. Briefly describe why this is your objective, who it affects and what outcome you would like to achieve.	<u>Completed actions</u> Include subheadings and detail of engagement with students, meetings and feedback to students.	<u>Next Steps</u> List your next steps and what you hope to achieve from them.
Collating student feedback	No detriment policy: I have received a couple of feedback from students regarding their thoughts and experiences, particularly how they feel a no detriment policy could possibly support them. I am currently collating a few of those together in order to raise them with the PVC Education, Becky Huxley-Binns	
Remote access software – Horizon	Horizon is a remote access software that allows for students to be able to access expensive specialist software licenced by the University for students. I asked for a check to be done to ensure that students who were not on campus that should be making use of the software were in fact doing so. As I suspected, it has been underutilised.	

	I will need to get in touch with Graeme Murphy who directs IT with the University for more info on how to support/stimulate more usage of this resource by students.	
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<u>Core Responsibilities</u> Includes meetings, events, extra campaigns, training, assisting student training etc. include details of student engagement and student feedback where relevant. Check your standing order for guidance.	
Name of activity	Description