UNION EXECUTIVE COMMITTEE MINUTES

PRESIDENT, CHAIR
WEDNESDAY 28Th OCTOBER 2020, 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); Orduen Nguper Simeon (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); 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: Nicole Steele (Student Voice Manager, SVM, she/her)

1. Minutes of previous meeting

Approved as a correct record.

2. Matters arising

The committee updated the actions listed in the UEC Actions log.

3. President Accountability Reports

a. President of the Students' Union

Take as read.

PRES explained that President Question Time and Chocolate & Chat are proving difficult to set up due to Covid-19 restrictions.

RW asked if there were any issues with masks littering on campus; PRES replied that it is a problem nationally and internationally. PRES explained that she and the Environment Officer were planning to raise awareness, encourage people to use reusable masks, and organise more litter pickups.

CEO recommended getting in touch with the university before external organisations about the project on Salmon Grove as the university is planning to put a memorial garden in the area. CEO noted that this could also be discussed in the HUSU/University of Hull Operations Group meetings.

CEO suggested that PRES add in the work she is doing with the university on investigations in the Social and Transparency section of her report.

ACTION: PRES to add the work with the university on investigations in the Social and Transparency section of her report

b. President of Inclusivity & Diversity

Take as read



PID explained that she was waiting on further results from the BAME Mental Health Open Forum and looking into the Prevent Campaign. PID said that she has set up meetings to discuss our stance on Prevent and whether Prevent training is more beneficial or not for encouraging Black and Muslim students to use our mental health services.

There were no questions from the committee for PID.

c. President of Activities

Take as read

PA said that he is working on updating the Activities Zone's standing orders for Union Council. PA announced that he currently has three ready for Union Council papers. PA expressed concerns that the Societies Council standing order required a lot more work than he anticipated, and he will arrange a meeting with SVM to discuss it.

ACTION: PA to arrange a meeting with SVM to discuss the Societies Council's standing order

PA announced that SOctober and the virtual fairs had gone well. PA explained that he is working with SOM on HUSSO and they are discussing ways to involve them in the Activities Zone.

PA said that he has had a meeting to discuss Academic Societies and has acquired more information from Huddersfield Students' Union regarding how Academic Societies operate there.

There were no questions from the committee for PA.

d. President of Sport

Take as read

PS stated that there have been 540 responses from students for a Sports Pass refund. PS said that she is working with the Sports Co-Ordinator on those.

There were no questions from the committee for PS.

e. President of Education

Take as read

PID requested more information on special educational needs (SEN) students and those with parental duties who are struggling to engage with their lectures; PE explained that the university has asked students to be more understanding due to Covid-19 and expressed concerns that students are not receiving enough support from the university.

PID offered to support PE with this and noted that she discussed this at the university Equality, Diversity, and Inclusivity meeting. PID asked PE to pass on the names of lecturers who are pushing back on this and asked him to encourage students to contact her with these issues.



SOM asked if we had a number of how many international students were hoping to be at university, but who are now studying online instead. PE replied that he is unsure as to the exact number. PE said that some international students have arrived and students from China in particular have struggled. PE expressed concerns that some international students do not have access to Wi-Fi or are paying more to get access to that.

CEO noted that PE raised the issue at the HUSU/University of Hull Relationship Committee and the university have got in touch to set up a meeting to discuss this.

4. Student Voice Team Highlight Report

Take as read

CEO noted that the staff survey is now live in a pilot scheme.

RW asked if there were any progress on the scheduling of Student Staff Forums, especially for the Faculty of Business, Law, & Politics and the Faculty of Arts, Culture, & Education; CEO replied that there are no further updates on this but that it was raised in the HUSU/University of Hull Relationship Committee. CEO said that she will email the committee with an update.

ACTION: AC to remind CEO to send an update on Student Staff Forums to the committee.

5. Student Opportunities Highlight Report

Take as read

SOM explained that she had another meeting yesterday with Go Local which the Finance & HR Director attended. SOM stated that it is likely that we will be signing up with them.

SOM stated that there has now been extra training provided by Laura Starkey online on suicide awareness and student wellbeing training.

SOM said that she and PA met with most of the HUSSO projects last week and that some groups will be doing online volunteering. SOM announced that AU Clubs and Societies membership numbers have increased since last year.

SOM stated that she is meeting with the Community Church on Newland tomorrow. SOM explained that they have a Swop Shop there that we could link up with and we potentially hold a housing fair there.

RW asked if HullFire could include a Sudoku; SOM said that RW could put in a request.

ACTION: SOM to send the HullFire email address to RW

6. PGT Enhancement Group Representation Request Form

PE explained that the Director of the Teaching Excellence Academy has asked if there was representative of Hull University Students' Union who could get involved with the PGT Enhancement project.



The committee decided, after some discussion, that the Post-Graduate Taught Part-Time Officer and PE will attend the PGT meetings and that PE will report back from these meetings to the Union Executive Committee in future.

ACTION: AC to add the decision to the Representation Request form and email it to the university

7. Advice Centre Highlight Report

Take as read.

PE asked if students who had their rent refunded were able to get out of their contract as well; ACM replied that the Advice Centre team were continuing to advise students in regards to this.

ACTION: AC to ask the committee to email any questions they have on the Advice Centre Highlight Report

Any Other Business

SOM gave an update on Give to Local and explained that it will be more of a sponsorship platform to get local businesses to sponsor clubs and societies. SOM stated that the University are continuing with Boost and are offering it to us free of charge. SOM expressed reluctance to use Boost as there was not much uptake from students. SOM explained that Just Giving is a more familiar platform for students than Boost. SOM asked for thoughts from the committee on this.

CEO expressed concerns about Give Local and noted that the Finance & HR Director does not think it is the best platform for us to use. CEO asked for him to get in touch with SOM regarding this. CEO would prefer to use Just Giving.

PS explained that the Finance & HR Director joined the Give Local meeting which she and SOM attended. PS noted that he was pessimistic about Give Local but seemed more confident after the meeting and offered to send the partnership agreement and links to the website to CEO.

ACTION: PS to send CEO partnership agreement

ACTION: PS to send links to website to CEO

SOM explained that we need to just have one platform and is keen not to use Boost. The committee agreed that SOM can reply to the University and decline the Boost offer.

ACTION SOM to go back to the university and decline the Boost offer

Next meeting: Wednesday 25th November, 10am



President of the Students' Union Report

Phoebe Bastiani

14/10/20

Objectives		
Objective & Context 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.	Completed actions Include subheadings and detail of engagement with students, meetings and feedback to students.	Next Steps List your next steps and what you hope to achieve from them.
Sustainability & Community To improve environmental sustainability of HUSU and the wider University community	 Met with Lauren, Environment officer, to discuss campaigns for the year Reviewing environmental policies, particularly those sitting in the commercial space BIODIVERSITY Got in touch with Yorkshire Wildlife Trust and other external organisations to discuss how we could work with them to turn Salmon Grove into a wildlife reserve CAMPUS WASTE Planning a recycling awareness campaign to launch on Global Recycling Day in March DIVESTMENT 	 Confirm that the University are happy for us to use Salmon Grove as a wildlife reserve Plan some days for Forces of Nature to clear Salmon Grove- March (Great British Spring Clean) Do an audit of the University campus and recycling bins See if Hull Employability awards will accept Green Ambassadors as a

	 Discussed changing University ethics guidelines at an ethics committee to include not taking funding from fossil fuels AWARENESS Started to plan a Green Ambassadors scheme for students/volunteers who consistently go above and beyond in promoting sustainability ACCOMMODATION Continued to put pressure on local landlords to be transparent with students on their website e.g. Kexgill and UPP University accommodation 	contributing achievement
Additional Costs & Value 4 Money	 STUDENTS FIRST: REFUND. RETHINK. REINVEST. Wrote a launching statement Helped to set up a Facebook group Reached out to the student who created the petition to work in partnership Written an open letter to Gavin Williamson with Diana Johnson MP about nursing students tuition fees STUDENT CREDITS Created a survey and petition to put out to students ADDITIONAL COSTS 	 Help to organise a protest Publish the open letter Launch and promote student credits survey and petition Write policy based on additional costs motion
Support, Safety, & Mental Health	Held an online open forum to discuss content	Campaign for SVLOsImprove the experience of students who have

	 Wrote the content for the online module which will be published on My Journey in October Had discussions with the VC about how we can provide better support for victims of sexual assault on campus and discussed a new working group between HUSU & UoH to discuss sexual assault on campus specifically RECLAIM THE NIGHT Got in touch with external organisations to organise reclaim the night Discussed with marketing to set up an event VC will record a speech for the event 	made a complaint of sexual misconduct • Work in partnership with the University on projects such as the Wellbeing Champions
Social & Transparency	MENTAL HEALTH Wrote new Wellbeing Advocates signposting training Started a HUSU/UoH mental health forum to discuss strategy End the stigma campaign- started discussions with the University about an open and honest mental health campaign using the billboards around campus PRESIDENT TEAM VISIBILITY Organised PQT Organised choc & chat SOCIAL MEDIA Done more blogs for BHM and Mental health myths UNION COUNCIL	Doing a podcast with JAM about student housing

	a campaigns, training, assisting student training etc. include details of student engagement and nt. Check your standing order for guidance.
Name of activity	Description
Black History Month	Working with Evie to organise a BHM campus-wide festival to celebrate

President of Inclusivity and Diversity Report

Evie Kyte

Date 16.10.20

Objectives			
Objective & Context	Completed actions	Next Steps	
Black History Month	Supported Shekinah (BAME students' representative)		
BAME Mental Health	 Released BAME Mental health survey at the start of October, to run throughout the month. Launched blog on BAME Mental health to describe 	 BAME Mental health open forum to be held on Tuesday 20th 	
Every member of the wellbeing team to receive	reasons for the campaign and next steps. • Brought a report on the 'Prevent' campaign to University Executive Committee. Prevent is a strand of	October. • Collate results from survey and open forum	

training on cultural competence -Every member of the wellbeing team to receive training on how being BME affects mental health -Students have the option of requesting BAME wellbeing member of staff the Government's anti-terrorism strategy, that runs through many organisations. Organisations such as National Union of Students and University And Colleges Union perceive that Prevent disproportionately impacts black and Muslim communities, and makes them less trusting of mental health services. I have set up meetings to discuss our stance on Prevent and whether Prevent training is more beneficial or not for encouraging Black and Muslim students to use our mental health services.		in November and bring to Student services.	
Sexual Assault Support	 Early planning stages of Reclaim the Night for November. Sexual Violence task and finish group set up by Susan Lea (Vice Chancellor). Early stages of planning a group where students can come to a space to discuss their experiences, ideas and concerns for us to campaign on in terms of student safety. 	 Consent content to be sent around for review and then released on MyJourney. Name and meeting of sexual violence discussion group. 	

Core Responsibilities

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
WelcomeFest	I have been present at WelcomeFest talking to students, answering questions, and assisting at stalls for the societies fair.

President of Sports Report Sian Doherty

14/10/2020

Objectives			
Objective & Context 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.	Completed actions Include subheadings and detail of engagement with students, meetings and feedback to students.	Next Steps 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.	 Cost of Sport Vicky Dean, Kevin Pearson, Steve Curtis, Matt Thompson Discussed the best way to charge students for the sports pass in this unprecedented time. Using Erin's Cost of Sport work from last year. Asked the presidents what their expectations were for training hours and the majority said the same as last year. Asked AU Exec about their thoughts on how to charge students – pay as you go, weekly, monthly, semester, year – they said either monthly or semester. 	Will have to review the training allocations in October to see if the teams' membership to hour ratio fits in with the 3hr per person rule is being adhered to. Will have to review cost of sport - potentially will have to make changes due to COVID impacting the	

	 Sport storage Vicky Dean, Steve Curtis, Matt Thompson, Nick Armstrong Organised a meeting with all sports using the outdoor container to come and arrange their equipment in the facilities Issues raised in regards to sports storage in general 	student population and involvement in sport. Have a review about storage in general around the university, the union and the sports centre - how it is distributed, who is where etc. Work on this with Ellis.
Engage - engage as many students in sport, the AU and the Union as possible, both physically and socially.	Social Media Presence - President Team - Bigger presence on social media platforms - Videos/photos/sharing posts	Keep this up for the whole year - shows students what I'm doing, when I'm doing it and why I'm doing it. Keeps them in the loop. Helps support what other presidents, the union, the sports teams and the sports centre are doing.
Promote - giving all teams/events professional and consistent promotion throughout the university, union and on social media.	 #AUgust President Team, Marketing Team Every day in August there was a new Instagram/FB/Twitter for a different team/ sometimes multiple a day. Posted on the president's page in July and asked for teams to sign up if they were interested in getting involved and 42 teams involved. 	I hope this will continue future individuals in this role or similar roles as it was an amazing way to give promotion not only to what the union offer but also for every club to have an equal opportunity to be seen.

- Promoted all teams that wanted to get involved no matter the size/popularity of the sport.
- Smaller teams were grateful for the promotion as they had not necessarily received this before.
- Great engagement over social media platforms.



Sports Fair

- Welcomefest Team
- 15th-17th September, 11-5pm each day in the marquee.
- Space for 52 teams social distancing.
- Did a video to help explain how to access the marquee track and trace, hand sanitizer etc.



GIAG/Welcomefest events

- Welcomefest Team
- Attended/shared different GIAG/taster session events on my social media platforms.
- Did a video after attending a hockey taster session to promote them and GIAG in general

Rewards and Recognition

- President Team
- Ellis and I decided that the scheme needed a covid version to adapt the criteria already put in place
- Had a meeting with other Presidents about it and made some new criteria and points to be followed so it is easily adaptable for sports and societies to use.

Notes need to be written up and presented to sports and societies so they can start tracking their progress. Aim for beginning of Oct. This will give them motivation to participate in a range of activites that are COVID approriate and the recognition to keep taking part.

President of Education Report

<Name> SIMEON N. ORDUEN

<Date> 22/09/2020

Objectives		
Objective & Context 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.	Completed actions Include subheadings and detail of engagement with students, meetings and feedback to students.	Next Steps List your next steps and what you hope to achieve from them.
Lectures	 Raised issues regarding the lecture/learning experience of students. Students who are dealing with learning disorders are having difficulties engaging with their lectures at the moment. Students who have raised a number of complaints that have to do with face to face lectures such as a lack of social distancing at some venues, cold/lack of heating at others and how these affect the learning experience. Students with parenting duties who are struggling at the moment with the current learning structures they are faced with, especially the predominantly online elements of it. 	I am going to have to keep chasing these up until I get an outcome
PGR Students' Open Forum	We had our first Postgraduate Students' Forum. It was a well-rounded conversation overall and the PGR students found it really useful.	

	I am considering the possibility of formalising this structure as it seems to appeal to PGR students, with some are starting to see value in it and find it to be a means by which they are able to raise their issues.	
Blended learning	 This section is just a bunch of stuff that I did to try and ensure that blended learning works for students: Students who are having to engage with learning from a distance (either because they are shielding or international) are struggling with some aspects of their learning at the moment and it is not the same for everyone. Being able to raise this issues and going forward, perhaps find ways to identify particular areas/students who are having these difficulties is key to finding a resolution. I have enquired about international students who are yet to arrive on campus. And what has been put in place to ensure that they are not negatively impacted in terms of catching up on studies and finding a decent accommodation without feeling rushed if they decided not to stay with University accommodation. The latest I have heard on this is that certain quarters within the University were currently looking at the issues I had raised. I have also raised a concern about how students in China are going to engage with online learning and learning resources. At the moment, third party options are being considered to ensure that students are able to access the resources they need. There was a delay but I have been told it should be up and running. 	Continue to pay attention to the various elements of Blended learning taking into consideration as well as how it impacts on the various student demography.

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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
Meeting with PGT Student	I met with the PGT rep, Ovie Enuku, to speak with him about the issues facing PGT students.
officer	His insight is commendable and I found great value in our chat. I will be taking forward the
	issues he has raised with the aim to get outcomes/resolutions.
Meeting with Course rep	I met with a course rep from the Nursing department, Samantha Kitchen. She has been
	splendid and doing her best to raise issues affecting student nurses. We met to discuss what
	the issues were and draft a strategy to get answers/responses to them. We will pursue these
	further together in the coming days/weeks.

President of Activities Report

Ellis Leonard

14.10.2020

Objectives				
Objective & Context 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.	Completed actions Include subheadings and detail of engagement with students, meetings and feedback to students.	Next Steps List your next steps and what you hope to achieve from them.		
Standing Orders	I didn't manage to get them quite ready for the first Union Council, however Nicole Steele and I went over them together and I feel that 3 out of 4 are ready- We just need to go over the Societies Council standing Order as it is the one that needs the most work, due to being neglected for the longest time! These will be ready for the November Union Council.	Work on Societies Council Standing Order ready for November Union Council Bring a motion to UC to approve the updates		
#SOCtober Part of my manifesto was to increase promotion of student	Started the #SOCtober Campaign a few weeks before October to gather materials from the student groups for promotion on Instagram and social medias.	Continue the campaign to the end of October and continue to encourage groups to sign up		

groups. This is an Instagram campaign to increase engagement of student groups.	Only 7 groups actively signed up to the campaign despite constantly pushing the link through Welcomeweeks and social media. Decided on using Virtual Fairs information from some student groups to make sure that the campaign didn't fall on its face. Highlighted again to me the constant issue of Societies communication to me, and how I feel like they actively ignore myself until they really want something.	Look at reasons why groups don't sign up, and why groups often ignore the Presidents unless they want something.
Academic Societies; looking into creating automatic enrolment into academic societies that connect to a student's course- and explore the possibilities of course reps being incorporated	Meeting on October 1st was great- we actively engaged in the information that I had gathered from Huddersfield Students Union, and talked about our own processes vs theirs, how we can create a link between Academic Societies and Course Reps. Currently looking into what support we will need in place for the creation of these societies, and how they will cope with the large influx of new members. Plenty of actions were taken from this meeting and we are to convene again middle November to discuss progress of all actions. Support from All the SVOT Staff was amazing and I appreciated every single one, as they all had different things to offer to the conversation and I now feel more confident moving forward with the project, and have more clarity in how I feel it should look due to discussions and decisions being made!	Meet with everyone again in the middle of November to discuss actions taken and progress to date. Start to compile a report on effectiveness of Academic Societies, and promote this with the University to begin the process of how we would achieve this.
HUSSO	HUSSO was removed from having a PTO position over 5 years ago- and with that decision made by the current PTO and	Look into how to introduce HUSSO back into Activities

Look at why Husso no longer exists within the Activities Zone - and look to	Sabbatical Officers also came with it the decision to remove HUSSO from the Activities Zone.	zone, and what process is required to give them a vote back on UC in the Activities
reintroduce it	With HUSSO not having support from a Volunteering Coordinator currently, it highlights the issue of where do they actually belong within HUSU. I want to work to bring HUSSO back under the Activities Zone, inviting them to actively engage with myself and give them their representation on Union Council back.	Zone.
	Also continue to work with Alex Tute on the restructuring of HUSSO to allow for Project Leads to be more independent and take full control of their projects- with support from HUSU being the same kind of support that is given to Student Media and Societies, actively encourage them to make their own decisions.	

Next Month I will be focussing on:

- Academic Societies; furthering the campaign and project
- HUSSO
- Society and Sports Processes