University of Nottingham Students' Union
Full-Time Officer Committee

11th October 2019 Meeting Minutes

Present Members:
James Pheasey (JP) President
Georgina Pittman (GP) Activities Officer
Jacob Collier (JC) Community Officer
Cassie Ulrich (CU) Education Officer (Chair)
Myles Smith (MS) Equal Opportunities and Welfare Officer
Abdi Ahmed (AA) Postgraduate Officer

In Attendance:
Chloe Durack-Robinson (CDR) Officer Receptionist (Secretary)

Apologies:
Millie Doherty (MD) Sports Officer

Not in Attendance:
Part-Time Officers, CEO, Directors


1 Welcome, Apologies & Quoracy
   CU welcomed everyone to the meeting, noted apologies, and noted that the
   meeting was quorate.

2 Minutes of the Previous Meeting and Action Log
   The Committee approved the minutes of the previous meeting. The Committee
   noted the updated Action Log.
   The following were noted as complete and removed from the Action Log:
   19.14.3.8

3 Officer Updates
   Community Officer
   JC met with Nottingham City Transport (NCT) to discuss the increase in student
   fares from £1.50 to £1.70 and noted that the petition had over 1000 signatures. NCT
   did not agree to reduce the student fare, but JC noted that NCT agreed to other
   positive changes including adding student verification within the app, giving
   signposting space to the SU and improving the 31 bus line into Jubilee Campus.
   NCT also committed to reconsidering the start date of the academic year bus pass
   and different payment plan options for the student bus pass.
   JC noted that he was receiving lots of complaints and feedback about the Hopper
   Bus service and has identified that students cannot give feedback to the University
   regarding the service.
JC updated the committee on the Housing Fair plans for November.

2 **President**

JP met with a Leicester SU Activities Officer and discussed ways to improve the Union and work together. JP attended University Council on Tuesday and noted the discussion of potential UCU strikes. JP noted that while the SU had previous policy supporting the UCU pension strikes of 2018, it is likely that new Union Policy would need to be passed to determine the SU’s stance on a new UCU strike. JP confirmed that the SU has Union Policy that protects the students’ right to protest.

JP met with students and staff to discuss the changes to student group affiliation process, noting the positive reaction to the process from the current Societies Council Committee and other Society President involved.

JP attended meetings regarding No-Deal Brexit Incident Management Team which provided helpful insight into how best to prepare the Union.

JP attended the newest meeting of the Democracy Review Project Board and noted that the project is progressing as planned, while noting the tight timeline.

CU queried the status of the Hopper Bus for students studying at City Hospital. JP noted that the 905 Hopper Bus ran once a day at 8:15 am. JP noted his conversations with SUPRA are positive and ongoing. JP to bring CU into conversations with SUPRA regarding bus developments where relevant.

3 **Equal Opportunities and Welfare Officer**

MS attended an Academic Integrity Workshop to help create a module to educate students on good academic practice. MS noted that it is important that there is an SU representative at each of these meetings.

MS attended the International Mental Health Awareness Project Group to help create a tool kit for academic staff to effectively identify the needs of international students.

MS noted that he was invited to speak at the Westminster Higher Education Forum in November to discuss the BME experience and harassment at universities. MS believed that this will be an important opportunity to influence policy nationally and noted that he will reach out for support from the committee soon.

4 **Activities Officer**

GP met to discuss the Events Policy and the possibility of creating one cohesive document containing all guidelines. The committee noted that the Union Policy which mandates the creation of this document refers to a specific Guidance Document which would require the approval of Democratic Procedures Committee. GP updated the committee regarding the proposed STARs system to make the rewards system more proportional. The committee requested to be kept informed as this progresses.
GP and MS attended the Red Sand Project, a collaboration between Lakeside and University Rights Lab, to create an awareness campaign regarding modern slavery. The project proposed an art installation on campus, which would be the first outside of the US.

GP noted that the Halloween screening event for Monday 28th October was progressing well and is confident that the event will be sponsored.

GP organised welfare training and will be delivering it to student groups on Saturday.

.5 Education Officer
CU met with Advice to discuss registration issues, including disproportionately affected study abroad students, and noted that many academic appeals decisions have been delayed.

CU confirmed that the University is going to use gender inclusive language in the updated Quality Manual.

CU noted the potential government review of student accommodation.

.6 Postgraduate Officer
AA attended Research Committee to discuss the provisions for Postgraduate spaces on campus.

AA looked at changes to the digital provisions and how this will change the way students interact with the university before they arrive.

.7 ACTION: JC to contact the Director of Estates regarding hopper bus feedback mechanisms
.8 ACTION: ORF to book a meeting for JP and GP regarding Events Guidance Documents
.9 ACTION: GP to update FTOS as STARs review advances.
.10 ACTION: CU to follow up with JC regarding government review of student accommodation

4 Welcome
.1 GP noted that Halls Talks were received well by hall wardens and students. GP noted that the Officers’ stall could have been improved at the Welcome Fair and discussed the possibility of a rota for next year. GP praised the rewards system for successful Welcome mentors.

.2 GP noted that the evening events were successful but suggested that Welcome Mentors be given more practical welfare training.
.3 GP expressed that Officer social media promotion for Welcome events and competitions was not as extensive as it should have been and should be improved for next year.

.4 CU suggested that the committee make an ‘Officer Guide to Welcome’ handbook for incoming Officers so that future teams can be better prepared. The Committee supported this.

.5 **ACTION:** GP to work with other officers to develop Welcome Guide.

5 **Democracy Review Survey**

.1 JP and CU attended Democracy Review Project Board this week. The committee noted the high importance of student engagement with the review survey.

.2 The committee agreed to work with course reps to do lecture shout-outs and discussed collaborating with NSTV and URN.

.3 The committee agreed that each officer should cascade information regarding the survey and review through their relevant Networks.

.4 CU noted that she is writing a monthly newsletter for University staff and will include the Democracy Review information in the October edition.

.5 **ACTION:** ORF to put Democracy Review dates into Officer calendars

.6 **ACTION:** GP to create presentation slide with QR code for Democracy Review

.7 **ACTION:** CU to include Democracy Review information in her October Newsletter

.8 **ACTION:** GP to contact media groups regarding Democracy Review

.9 **ACTION:** ALL OFFICERS to cascade Democracy Review information down their Networks.

6 **Extraordinary Union Council**

.1 An Extraordinary Union Council was held on Thursday 10th October. The committee noted that the Reproductive Autonomy motion passed unanimously and praised the robust discussion.

7 **Any Other Business**

.1 AA praised the ongoing Black History Month programme. The committee agreed to maintain ongoing support for the events.

**Date of Next Meeting:** 18th October 2019

**Chair of Next Meeting:** Activities Officer