**Annual General Meeting & Big Student Meeting**

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| **Location:** | **Lees Lecture Theatre** |
| **Date:** | **November 21, 2017** |
| **Time:**  **Attendees:** | **18:00pm**  **Over 236 students** |

1. **Welcome and Introductions**

Meeting commenced at 18:19pm

Chair of Meeting: SUBU President, Daniel Asaya.

Run through of meeting Agenda and introduction of trustees.

1. **Explanation by the Chair of Annual General Meeting Procedures**

SUBU safe space video

Ground rules spoken through

Democratic Procedures any questions/queries to be taken up with Caston Matewu, the Democracy and Equality Manager.

1. **Previous AGM Minutes**

Question: accessibility of minutes was not communicated prior to the meeting

D.A - In future for this to be made clear to provide people with an opportunity to go through them beforehand.

Minutes Approved

1. **Annual Trustee Board Report**

Sarah Newland to present the Trustee Board Report

Trustee annual report – what the charity is and what it serves to do, promote education and equality. Chloe Schendel-Wilson report is for the year 2015/2016.

Trustee Board Report (TBR) KPI’s highlighted: democracy and equality department transformed, first Bournemouth student drive, SUBU received the Education award and were also awarded Gold for Green impact.

Full Report can be found on SUBU Website.

1. **Annual Union Accounts**

SUBU Income and Expenditure Report

Figures: provided in handout which provides a summary of the income and expenditure for 2015/2016.

SUBU commercials & fundraising income £351,000, University funding and other grants £994,941

SUBU used to generate 75% of their own funds however, has had to turn to the University who has provided grants in light of drops in revenue

Summary of the end of year: revenue surplus £451,000

SUBU Accounts on SUBU Website

Vote: 1 against

Accounts Approved

1. **Approving SUBU Affiliations**

Affiliations for 2015/2016 questions and approval:

No Questions

All Approved

1. **Approving SUBU Auditors**

Sarah: Part of the auditing accounts, auditors confirm or deny SUBU have performed the accounts in the appropriate manor and confirm they have be properly prepared.

No Questions.

All Approved Audit.

Reappointing auditors for the following year: Would normally occur 2016/2017 but accounts have already been done for that year.

Retrospectively and future approval: APPROVED

Questions to Board trustees:

Question: Why was there not a by-election for the full-time officer for SUBU even though the by-laws state there should have been?

Legal advice given to the board to pass on the elected candidates on each of the elections. More information can be provided by the democracy department.

**Big Student Meeting**

Introduction to BSM for students to discuss and vote on issues that will impact on students and make a change on topics at SUBU and at Bournemouth University

Meeting rules outlined

Ideas heard can be taken to the Executive meeting or to the next BSM

1. **BSM –**
2. **Proposal One: Should SUBU lobby BU for sports facilities at Lansdowne?**

Proposal explained as of Agenda by Ebony Harding

Proposal is for SUBU to lobby BU for an active/social space for more of a student presence and for all students to feel together rather than segregation between Talbot and Lansdowne students.

Speaker 1 Alex: propose an option c) to work alongside current sporting areas in Lansdowne instead of creating a brand-new area which may be expensive.

**For and Against:**

Speaker 2 Olivia: Current sport facilities are Sport BU not SUBU, if SUBU create sport facilities in Lansdowne would the membership be able to be used in both sites.

Speaker 3 Brooke: It would not be a SUBU Gym but just a SportBU facility, SUBU would work with them and could therefore have more influence

Speaker 4 Andrea: There is currently interest from the panel to create a new building in the Lansdowne campus, could we work with them to add facilities in buildings that they are already wanting to create.

Speaker 3 Brooke: For working with the university, however, we need to get evidence to show students want facilities in Lansdowne in order to achieve this.

Speaker 5 Libby: For option A – We have previously used BG11 – could these rooms be changed and used for classes instead.

Speaker 6 Ginevra: For option C, there are currently gyms in Lansdowne, so is it that students want local or SUBU facilities. We should work with the local gyms for cheaper alternatives rather than building brand new facilities.

Speaker 3 Brooke: Feedback from students in Lansdowne who state they would rather use a university branded gym, where they would feel safer and more comfortable. Also, if facilities were university branded, any gym improvements would be done with the students in mind rather than for financial benefits.

Speaker 7 Josh: Against option C, as students in Lansdowne gyms are open to the public and out of BU control, having a BU facility means they can make sure it’s safe and more comfortable environment for students not just for the public.

Ebony Harding Summary: This would be two gyms and one membership, joining Talbot and Lansdowne gyms together, making it so there is a safe space for students to work out and feel comfortable across the entire community, making it fairer.

VOTE

**Result of Proposal One**

206 votes in that election

Option A – highest number of vote 142 votes

**Option A – SUBU to lobby BU for sport facilities in Lansdowne.**

**Proposal Two: Should Full-time Officers do regular transparent updates on their work and be held to account more regularly?**

Proposal outlines as agenda

Additional options:

Speaker 1 Business Studies: rather than having another measure, promote the ones that are already available.

Speaker 2 Laura ecology: unsure about what is going on already, there should be a clear and concise report on social media or on the website and what people are doing. Option C.

Speaker 3 Alex: this is the only place students can hold them to account, this is about getting it written down and making sure officers do what they say.

Speaker 4 Beth Media production: Officers should include updates on the website to ensure people are doing their work. Updates on their work and be held accountable including regular posts on the website. Option D.

Speaker 5 Dani Ford: Using Facebook live updates is a potential option as a quick way for people to watch as written information is missed or miss-read. Add to option d.

Speaker 6 Ginevra: Another option is to have regular drop in sessions to talk to sabbatical officers directly. Option E.

Speaker 7 Vaishni: option E would hold officers to account directly

Speaker 7 Graham: Option F – create a scrutiny committee to hold SABBS to account through a monthly progress report meeting.

Speaker 8 Ebony: All of the above option G)

**For and Against:**

Speaker 9 Drew Journalism: Against F although nice would be difficult to implement.

Speaker 10 Robyn Event management: Against F, there is already a problem mandating people who are already voted in to do the work. Very little point in getting other people in who we will then need to make sure they are doing their work.

Speaker 11 Leah: Against D, Part of the officer roles to update, as an elected officer they should be able to choose how they represent the students and there shouldn’t be a policy to do Facebook Live posts.

Speaker 12 Beth: For G – ideally SABBS would do it anyway but nothing in place to say they have to do it, there should be something written and confirmed that they have to do it otherwise there is nothing in place to state they have not been doing their job.

Speaker 13 Alex: in addition to option D, current Facebook live posts are used to publicise what is going on, maybe to use it as a general this is what we have done this week and this is what we are going to do next week. For option D.

Speaker 2: Laura: BU already does a BU Comms email that goes out every Monday, maybe something similar to this idea.

Speaker 10 Robyn: These are just examples of how to hold them accountable, voting isn’t for the exact methods on which they will do it, it is just in support of them being held accountable.

Speaker 11: All of the above apart from a scrutiny committee – cannot add options

Speaker 14 Andrea: Big problem people do not appreciate the work being done. In favour of option A, they do not see what is happening so they don’t realise what is going on. There should be an opportunity for people to see what is happening, that is clear.

Speaker 15: Tinya -More reports and more time being spent, the less time officers have to do the jobs they were elected to do.

Ebony Harding Summary: Regardless of how it is done, accountability is important, it is an important aspect to show students what officers have been doing and making sure they are doing it correctly. They will find and make time to go to high level meetings and implement change and make sure there is space and understanding for officers to know students are paying attention to what officers do, making sure students know what they are doing.

VOTE

**Proposal Three: Should SUBU lobby BU to increase the range of environmentally friendly products available across both campuses, in student shops including those run by SUBU?**

Proposal outlined as agenda

Chloe Summary: the student shop should do more to promote an eco-friendly lifestyle. Not suggesting getting rid of current items, however, products that are there which are eco-friendly should be promoted.

Additional options:

Speaker 1 Jake Ecology: could this include reducing the use of un-environmentally friendly – An addition to option A.

Speaker 2 Ben: As a general question - unsure of the current ecofriendly products. Therefore, whilst options may be out there, students are not aware of these products.

Speaker 3 Luke Business Studies: As well as increasing the range there should be some focus on decreasing the usage of non-environmentally options or completely get rid of these options.

Speaker 4 Youssef public health: There are lots of green spaces that could be used, in addition to what the shop sells we should be having an environmentally friendly campus.

Speaker 5 Megan (SUBU shop employee): what products would students want to add to the shop? We need to ensure that the products introduced are ones that people will buy in order to make a profit.

Speaker 6 Chloe: There is a British ecofriendly stationary brand called remarkable. If the shop bought in bulk it would reduce the cost. Not getting rid of existing products but creating an eco-friendly section to help students make a conscious decision.

Speaker 7 Anna French: eco-friendly products can cost up to £30 and students will not be willing to spend that kind of money, there needs to be an incentive for students to buy these products. An additional option if we want students to buy the products is to reduce the cost or provide promotions on eco-friendly products, as an incentive needs to be provided.

Speaker 8 Leon Ecology: Restaurants and Café to use more locally sourced ingredients in meals and beverages

Speaker 9: Employee who works in the café and restaurant: We do currently source locally, so this does not need to be an option.

Speaker 10: Instead of bringing in more we should be advertising and raise awareness of what we already have. If it is not advertised already it won’t help if we bring in more products.

Speaker 11 Robyn: An option could therefore be to advertise the existing products and based on the success of the sale of those after advertisement, then introduce more ecofriendly options. Add to option G, we need to prove that people want to buy eco-friendly products

Speaker 12 Bryony Sociology: combine option E & G, if these products are not affordable nothing will change.

**For and Against:**

Speaker 13 Megan psychology: in terms of price you only spend £20 and you don’t need to buy again due to their lifetime value so we need to educate people more about this. For option A.

Speaker 14: Students don’t have that kind of money ‘now’ they need to have a price reduction as it is now that students will be buying not later.

Speaker 15: some people cannot use the eco-friendly products, e.g. mooncups

Speaker 11 Robyn: This is not suggesting getting rid of products already there but providing additional options.

Speaker 12 Gareth: This is about all products not singular issues.

Speaker 16 Student union employee: All products get recycled, actively splitting rubbish, to make sure they are contributing towards the environment.

Chloe summary: Recognise there are concerns around cost and if the motion goes ahead, we will work with relevant people to ensure they are cost effective, affordable and environmentally friendly.

**Proposal Four: Should SUBU lobby BU to partner with a local coffee shop instead of Starbucks when the current contract is up for renewal and SUBU should also do the same when their contact with Starbucks expires?**

Gareth Thomas Summary as per proposal agenda: replace with local independent businesses, why are we supporting a brand and company who are notorious for not paying their taxes.

Speaker 1 Alex: SUBU only wants to sell fair trade coffee and Starbucks is the only well-known coffee brand who provides fair trade coffee. Therefore, the only two options as a result of the collaboration with NUS are, Wicked and Starbucks. Students prefer Branded coffee.

Speaker 2 Jake: We need to consider the benefits we would lose out on, if we were to use get an external company they would use their own staff, leaving students out of a job and also SUBU wouldn’t have the revenue from it.

Speaker 3 Mia Biological Sciences: Instead of completely cutting out Starbucks maybe just reduce the number of them we have on campus, so it provides students with a choice rather than remove the option altogether.

Speaker 1 Alex: SUBU has the coffee shops in the Student Centre, Dylans and old fire station, everything else is run by the university for example, Costa & Naked.

Speaker 4 Beth: SUBU should lobby NUS to provide additional providers of coffee rather than just Starbucks and Wicked that we could sell on campus.

**For and Against:**

Speaker 5: Reasoning behind Starbucks non-payment of tax is unethical not illegal, this would bring up other issues regarding other products and services that SUBU uses. Against the motion.

Speaker 6 Drew: In favour of option D, to lobby NUS, we don’t want students unemployed. Also, we should reconsider fair trade being a limiter.

Speaker 7 Starbucks employee in SUBU: The profit we get goes into the Students Union not Starbucks. Going with Wicked would make the drinks more expensive and less money will go to the student union

Speaker 8 Starbucks employee in SUBU: We are able to provide the lowest price because it is part of SUBU, an external coffee provider means prices will increase, profit won’t come in and students buy from brands they recognise. Against the motion. For do nothing

VOTE

1. **Liberation Reports**

Officers to provide an explanation of what they have been up to and what is coming up for the year ahead

Beth Liberation officer for Transgender & Non-binary – Outlines current activities – Transgender day of remembrance. Beth and the committee seek to increase number of gender neutral toilets in every building and run more inclusive events, educate people and provide socials.

Lenrick Liberation officer for Black Students campaign – Outlines aims and future activities, first event is on Friday 24th in the fusion building.

Tinya Liberation officer for the Women’s campaign - Committee have been working on project, first launch is on the 1st December with a girl’s sleepover and movie night. Campaign is about working with different charities and organisations and SUBU to better the lives of women in BU and AUB. Another future activity is looking to get a dedicated room/space for all women.

Darren Liberation officer for LGBT – following on from previous years activities such as LGBT history month.

Zoe Liberation officer for the Students of colour campaign - goals of student of colour is to educate and promote diversity. First social is on Thursday 23 November.

1. **Executive Officer Reports**

Has to be restructured this year. Fortnightly meetings have occurred so far, have met to approve things such as the agenda for the BSM.

1. **Full-time Officer Reports**

Brooke Elias VP Activities: Video played

Questions:

Alex: what is the patrons?

Brooke: This is looking at linking alumni/member of staff interested in a particular society who can help and act as a support mechanism.

Drew: when is the next clubs/society committee meeting & will relevant officers be present?

Brooke: It will be December 7th for society presidents and VP to meet activity council and discuss future items.

Jake: is it just for presidents?

Brooke: Yes, just presidents and one other member of the committee. A Facebook group will be created and presidents added which will provide additional information

Alex Hancox VP Education: Video played

Questions:

Drew: In relation to Brightspace, second year Journalism students had to wait 2 weeks for their grade to go up and also a large proportion of students had an issue with uploading.

Alex: There is a meeting with how Brightspace is implemented and will take this issue along with others to the meeting.

Speaker: Why are final years put onto Brightspace, as they are so used to using Mybu?

Alex Hancox: All HSS faculty are put onto Brightspace then other courses have followed

Geneva: Marketing Communications level 6 haven’t been put on

Alex: only 50% of the university have been put on, by next year everyone will be on

Speaker Game design: Game design and other courses have large files that need to be uploaded and there is difficulty around this. Also, people were just told to use it no demonstration was provided. Difficult to use initially could there be alterations to the layout to make it easier for future years.

Alex: IT are looking at fixing these issues. Introduction to Brightspace could also be provided by the team who manage Brightspace.

Lea : The black attainment gap, what activities are being done about this

Alex: Agrees, need to change how it is here, having more lecturers from black and minority background who are able to teach as well rather than just being on a committee. Black students will be involved in the process.

Lea: How can you say you want to work on the black attainment gap when you did not attend any of the Black History Month events?

Alex: I did attend several of the BHM events, unfortunately I was busy at the time of some of the events so I was not able to attend all of them.

Ebony Harding VP Community officer: Video played

Questions:

Speaker: Community wardens haven’t visited.

Ebony: Wardens cannot work in the dark, we are looking at keeping track of what they are doing and ensure they reach as many houses as possible.

Speaker: are wardens looking to expand out of the Winton area, for example, Lansdowne?

Ebony: discussions are already in place with Dorset police officers to look at Lansdowne as its own community, a Lansdowne specific group to ensure their needs are met.

Drew: can wardens be expanded even further?

Ebony:Lansdowne is not on the map however we can look into it. However, we would need to consider costs and availability of wardens to achieve this.

Dawn: What is being done about mental health in halls?

Ebony: There is the Res life programme and meetings are in place to see what events can be put in place to show students there are space in university, work is going on to ensure students are aware of events going on.

Speaker: For students living in town, can there be a warden for people who don’t live in the key areas who students can contact, someone for everyone.

Ebony: point to take on and work on.

Robyn: what’s simOn?

Ebony: Internal feedback system where people can comment and feedback on an aspect of student university experience not just academic but life at university. This feedback will go instantly to where the issue lays to ensure the issue to addressed. All meetings discuss this and the feedback received.

Jessica: Uni let students were out of events and activities that went on

Ebony: Uni let housing officer who can look at issues with Uni let and the student experience who can inform SUBU and provide a view to ensure the student voice is heard.

Youssef: There should be more focus on Lansdowne campus welfare and communication.

Ebony: We are working will facilities available at Lansdowne – lecturers and programme leaders, it is a problem and this is reognised and there is a lot of drive to fix issues.

Speaker 3rd year student: not all Uni let photos are up to date, these should be refreshed and also there should be standardisation of the furniture in rooms.

Ebony: Definitely issues that need to be raised and we can change as they are linked to BU. We will bring these issues up with BU lettings and will feedback on discussion and actions.

Email Ebony with any further questions.

Charlie VP welfare : Unfortunately could not make it. Email any questions to [suvpwelfare@bournemouth.ac.uk](mailto:suvpwelfare@bournemouth.ac.uk) but the video was played

Daniel Asaya President – video played

Geneva: Will there be a second graduation ceremony?

Daniel: Potentially, so a summer graduation as some students aren’t available in November.

Taylor: why did you not attend the recent conference?

Daniel: unable to attend.

Speaker: When will the second graduation be put in place?

Daniel: Currently waiting on feedback to determine if it is possible to happen.

Robyn: If you were not able to attend how do you plan on working with students and being up to date on what is happening.

Daniel: Other officers did attend and would share the information they’ve received. Also, resources and updates are on the NUS website

Vaishni: Why were elections for the PTO so underrepresented in May compared to recent elections, e.g. results weren’t announced.

Daniel: This is down to internal issue, responsibility has been taken.

Speaker: Is there anything being done to ensure this does not happen again to ensure PTO elections are not overlooked

Daniel: Working with Caston to ensure results are published on time and ensure all elections receive the full support and credit they deserve.

Speaker: If there are two graduations, summer and November one, how would this work in the future. Does it not run the risk of individuals not graduating with their friends if the course is split? Could we move it to summer altogether?

Daniel: The aim of having another graduation has come from students for various reasons e.g. in November you don’t get the nice weather and international students are unable to attend. Consider moving it to a Summer is an option to be discussed

Drew: NUS conference, will you be attending this, what will happen to the representation?

Daniel: Yes I will and will ensure there is someone else to attend in my place if I’m unable to.

Alex: Graduation in summer will mean that anyone who has to retake may not be able to go to graduation.

Speaker: There are also faculties whose graduation happen in London not BU, those graduations require planning to rent out facilities and it’s cheaper in November to do this.

Robyn: will you be looking at having a main ceremony and an overflow or would students choose which to attend.

Daniel: huge proportion of students can attend the main one, but there are exceptions, need to consider what will work best for all students

Speaker: Black history month – There were lots of celebrations and learning experience, will there be other activities for other underrepresented groups on the same scale.

Daniel: Sure and that’s why we had ‘Diwali’ in October to celebrate other underrepresented groups and we will continue to work throughout the year to ensure all groups are equally supported.

Drew: Disability history month is supposed to happen tomorrow but there is a lack of information and support behind it like there was for Black history month. Support needs to be provided on the same level as other events that happen.

Daniel: Each officer leads on events and projects and also has the support of other full-time officers in order to ensure that all groups get equal support.

Anna French: The committee for the Students with Disabilities campaign has not yet had a meeting as members have been too busy therefore, issues have not been sorted as the committee has not had the time.

1. **Any Other Business**

No Other Business

Thank you

Finish 20:50.