

BOURNEMOUTH UNIVERSITY

Minutes of Executive Committee Meeting 14 November 2019

Present: Adeyinka Balogun (Chair - AB), Samantha Leahy-Harland (CEO - SLH), Charlotte Morris-Davis (CMD), Abidemi Abiodun (AA), Lea Ediale (LE), Lenrick Greaves (LG), Joanna Ann (JA), Mohamed Hamad (MH), Calvin McKenzie (CM), Georgia Hill (GH), Ntobeko Sengwayo (NS), Jodi Nwasike (JN), Ann-Marie Kankam (AMK), Rowan Bratchell (RB), Nora Maganga (NM), Rebecca Hughes (RH), Sarah Chelsea Lawrence (SCL), Naomie Lebe (NL), Toluwa Atilade (TA), Tatiana Lutgens (TL), Whitney Idowu (WI), Bonnie Milligan (BM), Syahirah Syamsul Kairi (SSK)

1. WELCOME AND APOLOGIES

1.1 AB Chaired the meeting.

2. MINUTES OF THE PREVIOUS MEETING

2.1. The minutes of the previous meeting were confirmed as accurate.

3. EXECUTIVE TRUSTEES – INTERNAL ELECTION

3.1. CEO (SLH) gave an overview of the process

3.2 Candidates gave a 90 second pitch to the Executive Committee. (Verbal/video).

3.3. Vote Taken by paper ballot: 2 Executive Trustees to be chosen.

3.4. Result to be announced at the next meeting.

4. CONFERENCES: ACCOUNTABILITY, TRANSPARENCY AND REPORTS

4.1 LE stated that each conference needs to be assessed. Is it necessary to attend each of the conferences. They need to be assessed by their relevance as some of them are not worth the time and money, and do we have the budget for it. Let LE know if they have any thoughts. LE outlined the need for training sessions, conference procedures and protocol training. Need for a conference delegate guide. Need for a report to be given after attendance at the conferences.

4.5. This also needs to be replicated for SUBU staff.

4.6. LG stated that everyone needs to be involved especially the liberation campaigns. RB agreed.

Anyone interested to speak to LE after the meeting or contact at a later date: **ACTION: ALL**

RB stated a flow chart may be helpful in reaching out with this information: **ACTION: CMD**

5. IMPROVING STUDENT SUPPORT

5.1 SCL stated that extra support needed to be organised as some students are struggling academically. Students not registered with the BU services are having issues with the workload. More attention is needed, and extra options of support. Specifically first year students are finding it difficult to attain credits. AMK agreed and added that the support system needs to be made known for everyone to access

5.3. JA stated 5 steps of well-being will contribute to this issue – Also Resurface may help – students pay a small fee and have access to services. CM stated first years need to know about what is there. Need to let people know of these services.

5.5. GH Stated a welcome pack is being circulated and this can help spread the word. JA stated that leaflets will be sent around and reaching out to students everywhere not just in the halls to make students aware of the different services. All welcome to contact JA to provide support.

5.7. LG agreed, but could not see some people being able to use these services. A single place needs to be made available so that people don't suffer in silence. All agreed that this was a good idea.

6. BSM - APPROVED DATE: 26 NOVEMBER 2019: 6pm

6.1. 20th November 2019 pre BSM Meeting date approved by the Executive Committee

6.2. LE stated that a separate meeting should also be arranged to give the Executive Committee any information that they need for the BSM. (Meeting details for FTO's to be arranged). **ACTION: CMD**

6.3. CM requested more details as to how to put a motion forward. CMD stated the name of the proposer, student number and the name of the second (any other BU student who thinks that your motion should be carried through). CMD advised a dry run of the BSM will be held advising of the process. **ACTION: CMD**

6.5. LG requested an update of the comms meeting that had been held. CMD to forward details to

LG. ACTION: CMD

6.6. CM stated that he met with AMK and CMD to get information out using social media (Instagram/snapchat) to be used to spread the details. AMK stated pop up posters will be used outside of the shop to try and promote the BSM. CM stated he would put forward two motions for the BSM: **ACTION: CM**

6.7. AB advised anyone who wants to submit a motion and wants more information about the process should contact Democracy and Campaigns Team. **ACTION: ALL**

6.8. LE said that we need to make mention of the Exec Report within the Big Student Meeting. AB stated that during the BSM there will be a segment where members of the Executive Committee will need to state what they have been doing. The FTO's and the Liberation Officers will be giving a report. At least two people to present a unified report from the Executive: **ACTION: ALL**

6.9 LG stated that for the FTO report and the Executive Reports there will be scrutiny, so how will this work for the Liberation Campaigns as they can't be scrutinised. AB stated that there will just be an update. RB added that it will be an update with the potential to ask questions rather than the scrutiny. SCL requested that they all make a group chat before leaving: CM stated they have one but everyone needs to communicate. **ACTION: ALL**

6.9.1 AB stated that the BSM Planning Sub-Group consists of: MH, NM, CM, JN, RB, SSK, AMK. Anyone else interested to contact Democracy and Campaigns by sending an email. **ACTION: ALL**

6.9.2 Submission of BSM Motions: Monday 4th November 2019. **Motion deadline: 19th November 2019: 5pm. ACTION: ALL**

7. SABB PROJECTS - Projects and Priorities

7.1. If anyone wants to join in and help: contact relevant Officer: **ACTION: ALL**

8. FTO REPORTS AND UPDATES - *Officers Priorities*

8.1. Full Time Officers gave their reports

8.2. LG stated he has been attending a lot of University meetings. One item that has come up will be added to AOB. One project he would like help on: Why is my curriculum white: those who want to be involved please contact BM for times and locations: **ACTION: ALL**

8.3. LG talked about the scrutiny of the BU Policies that will be mentioned in that meeting. LG has all the policies now from JPK.

8.4. JA and RES LIFE Team preparing for the Housing Fair to launch the 5 Steps of Well Being Campaign. If anyone wants to help then make contact: **ACTION: ALL**

JA Working with AA on the Charity for the Homeless: at the planning stage. Also met with Advice Team: one of the issues that came up was the way that the University results scripts are set out: Some students don't understand if they have passed or failed: If any 1st years want to have an example of a script, sit down and go through it identify yourselves now: **ACTION: GH, SCL, AMK.**

8.5. AA stated the Housing Fair is next week, anyone can attend: **ACTION: ALL**

AA stated had a meeting with the University on the International Representation: working on an International Christmas Party. Also looking at the January induction. Also working with the Charity of the year which has all the charities embedded in it. Looking into supporting this charity which supports all of the other charities. There is a Steering Group and dates on the calendar make contact if you are interested in helping: **ACTION: ALL**

8.6. LE stated successfully recruited a student opportunities manager who will be starting in January 2020: She will be managing the merge between Community and Activities. All FTO's busy with Graduation last week. Christmas Fair: Planning for the Comms side has started: Revamping the poster and the logo.

8.7. AB stated working on National Express discount issue: Although not shown the discount will show when on payment page: Spoke with Comms. JA stated you need to book this 40 hours before.

9. LIBERATION CAMPAIGN UPDATES – *Officers Priorities*

9.1. NM stated: Say My Name Campaign: to be launched next year. Knowledge of Black Students Campaigns: Also Sisters Keepers which is a safe space for black women. Also a campaign which is an ACS, BU and black student's collaboration which is basically a black student's hub. Also collaborating with the Liberation Officers and the FTO's.

9.2. TA stated running other campaigns also: wants to work the AA and JA on their campaigns. Also want to work with people under a lot of stress. **ACTION: TA, AA, JA**

9.3. AB stated the updates are not just for you to listen they are there to criticize and ask questions. Is there justification for it. This is not just a tick box exercise. We need people to be involved. **ACTION: ALL**

9.4. RB stated a busy time for Trans and Binary Campaign. Trans Awareness Week started yesterday until the following Wednesday. Released a poster campaign this week. Trans people are human too is one of them. Pronouns are important; we begin these meetings by using them. With this series of posters we are able to address Trans and Non-Binary basic information that people need to know. Also a Being Trans at Uni happening this week which is a Q&A Panel happening at 5.30pm Marconi Lecture Theatre on Monday. A panel of Trans students will be answering most frequent questions about Trans and Non-Binary. Opportunity for people to ask questions from the audience as well. If there are any questions about this contact me: **ACTION: ALL**

RB stated: 20 November 2019: Trans day of Remembrance: Vigil being held at the Triangle in Bournemouth. Remembering Tran's people who have died or committed suicide, particularly remembering Trans women of colour. Following day 21 November 2019 Trans Social to bring the community together. **ACTION: RB**

9.5. TL stated working on LGBT housing working together with TNB and Liberation Campaigns. Group Hub exists for people within the community. We help people get together. We will have a stand at the Housing Fair also other campaigns coming up, plus a Club Night. Also a Sexual Health Fair next March 2020. Working with RB on Liberation Conference 27-29 May 2019, as Summer Exams start 26

May – 5 June. Considering exam times how will this work? CMD to look into, and contact TL and RB to discuss. **ACTION: CMD**

LG stated when he was Black Student Officer the conferences were not just limited to NUS. If there was a conference in London that was of value that they could not make an alternative could be found, is this open to Liberation officers? AB stated there needs to be justification why they want to go for that conference. Conferences with a good rationale will be accepted. This is open to everyone and the Executive Members as well **ACTION: ALL**

9.6. RH stated the Disability Campaign has got a Differently Abled Fair on 5th December, local charities and national charities will be there to inform students on health and support available and events and volunteering opportunities. Looking for a guest speaker for Disabilities History Month 22 November – 22 December 2019. Gathering information for the 'Welcome Packs' to be launched at the Refreshers Fair. **ACTION: RH**

9.7. SSK stated two main events: Meet and Great among minorities on 28 November 2019: Fusion Building. Next February there is a Chinese New Year booked on 1st floor student centre. Have contacted the Vice President of the Hong Kong Society: SSK to contact AA so that he can help. **ACTION: SSK**

9.8. AB said the reason for asking for updates is to see if the Executive Committee can offer help for any of the campaigns running. Contact the FTO'S: **ACTION: ALL**

11. UPCOMING EVENTS

10.1 NUS Black Students Winter Conference: 23 - 24 Nov 2019 **ACTION: NM and SSK to attend**
Pre Conference Meeting: To tie in with Policy put forward by LE.

10.2 NUS National Conference: 31 Mar - 2 April 2020

10.3 NUS Liberation Conference: 27 - 29 May 2020

10.1. Attendance: In accordance with NUS Entitlement Rules: President + 5 Attendees

11. AOB

11.1 Everyone agreed the room is too small. **ACTION: D&C Team**

11.2 CM stated communication between officers: Need to make a snapchat group. CM to talk to everyone afterwards: **ACTION: CM**

BM said it might be easier on WhatsApp instead. Discussion on best way to contact the Executive: Everyone to complete contact details: **ACTION: ALL**

11.3 SLH update on Bournemouth University has two staff unions: UCU have voted nationally to go on strike. Strike action scheduled to commence 25 November 2019 for 8 days over 2 weeks. Bournemouth University have created a working group whose priority is to protect the student experience. 326 Staff are members of UCU, 127 of those have voted for industrial action. No obligation for those members of staff to say whether they will be on strike. Meeting where BU and SUBU represented and asked to develop a position from representatives of what the student body want to do to deal with the impact. Our focus is the student experience.

LG asked if another meeting will be scheduled to deal with this matter. AB stated that a pre BSM meeting will be held on 20th November 2019 (next Wednesday) so Sam could I ask you to prepare a brief on what our action is going to be for the next meeting. LG stated that any response has to be immediate so that students know what is happening in advance. SLH stated that immediately (as in tomorrow), feedback this collective position in the principle of we need to make sure that there is really good communication and need to understand what the impact is at the faculty level for students. Then in the follow up meeting I can give a fuller brief, and then at the BSM. **ACTION: SLH**

11.4 LE stated that meeting times should be expected until 2 hours long, with a 5 minute comfort break. **ACTION: APPROVED**

11.5 LE asked if the Liberation and FTO updates happening at every meeting. RB stated that if everything is the same as last time, then just say “the same as last time. AB stated “business as usual” should be stated if there are no updates.

11.6 LE asked when the next meeting after 20 November 2019 as the rest of the dates have not yet been approved. BM suggested approving dates at the end of the next meeting. **ACTION: Approved.**

11.7 LG stated that the BME Steering Group is tomorrow. The policies have been circulated. If anyone wants to be involved see LG after the meeting or contact BM: **Action: ALL**

11.8. JA asked everyone to vote and encourage other to do so. **ACTION: ALL**

11.9 CMD stated next week between 10-2pm everyday there is a Campus Roadshow in different locations for each day. It would be great if everyone could volunteer to inform students and encourage them to register to vote. **ACTION: CMD / ALL**

The Chair (AB) closed the meeting