**Executive Committee Meeting 01**

**AGENDA**

*09/11/2020, Microsoft Teams, 5pm – 6pm*

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| 1. **Welcome and introductions** |

* Introductions to new members
  + Name
  + Role
* Apologise for absences

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| 1. **Officer updates** |

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| 1. **Upcoming events** |

1. Trans Awareness Week (9th – 13th November)
2. SUBU Summit Cut Off (12th November)
3. Transgender Day of Remembrance (13th November)
4. Diwali (Saturday 14th November)
5. SUBU Summit Pre-meeting (18th November)
6. Disabilities History Month (18th Nov. – 20th Dec.)
7. SUBU Summit (26th November)

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| 1. **Agenda items** |

**TO DISCUSS**

1. **Your Thoughts** (Naomie Lebe, SU President)
   * One of the intentions of the Executive Committee Meetings is to feed through information, concerns and ideas from members and other students. With this in mind, please keep the Committee updated in regards to:
     + Concerns/comments your classmates or friends have expressed
     + Any concerns/comments you have in regards to what the Student’s Union should be working on and lobbying for.
   * Alongside this, it would be beneficial to know what are you most passionate about and are looking to work on throughout the year. This is so any topics or campaigns that cross over can be recognised and worked on together.
2. **Allyship hub** (Toluwa Atilade, SUVP Welfare & Community)
   * The SUBU Allyship Hub is an online space to provide information and resources for students and staff on how they can be better allies to marginalised groups. The hub would be aligned with liberation campaign meaning each group can feed their own work/content onto the respective hubs. The Allyship Hub will hold information such as the following:
     + Resources
     + Books
     + Podcasts
     + Documentaries
     + Activists
     + How-to tips
   * It has been brought to the Executive Committee to discuss with the Liberation Officers if they would like to be involved and to gather any additional feedback from the Committee.
3. **PTO’s at SUBU Summit Pre-Meeting** (Charlotte Morris-Davis/ Alexandra Cazacu, SUBU Summit Chair)
   * Please refer to paper EC-2021-01-02 (SUBU Summit Schedule)

The agenda of the SUBU Summit is set by the SUBU Summit Chair at the SUBU Summit pre-meeting. Whilst the Chair has sole responsibility for setting the agenda Part-Time Officers only are invited to attend and provide

* + their views on which of the ideas that have been submitted by students should be taken forward to the meeting. PTO's are asked to note the following dates and state which pre-meetings, if any, they wish to attend. All PTO's will be expected to attend the full meetings of the SUBU Summit.

**TO DECIDE**

1. **Clubs & Societies Awarding Committee** (Ugo Andy-Eke/Kerry Dean)
   * Over the summer the Student Opportunities team worked on redesigning the way funding is awarded to clubs and societies. This was in part driven by student feedback as the previous system was thought to be unfair by some, but also by a significant reduction in the budget available to support clubs and societies activities and the need to make sure what is available could be spread as widely as possible. The changes that were made included creating a clear guide on what funding may and may not be granted for, making a distinction between a General Grant and a Facilities Grant, and dividing the funding into portions awarded across the year. In a bid to also made the process as transparent as possible the Awarding Committee membership was redesigned to include a wider cross section including; at least one Student Opportunities Team Member, the VP Student Opportunities, one SUBU Student Engagement Staff Member and one or more student members of the Executive Committee. We hope that by including a student member of the Executive that has no link to clubs and societies will mean the panel is as balanced as possible in its decision making.
   * The awarding committee meetings take place four times a year. The next 3 would require a member of the Exec to attend on the following dates:
     1. 24th November 2020
     2. 26th January 2021
     3. 16th March 2021
2. **Lapsing Policies** (Charlotte Morris-Davis)
   * Please refer to paper EC-2021-01-03 (Lapsing Policies)
   * The bye-laws state that the Executive Committee shall be responsible for providing recommendations to the SUBU Summit (Student Council) regarding whether they should lapse or retain policies. During the Summit participants will vote as to whether they wish to uphold the Exec's recommendations on these policies. There are four policies for which a recommendation is now required. The list of policies is attached. The Exec will need to either vote or come to a consensus on these specific policies.

**TO NOTE**

1. **Executive Committee Meeting Schedule** (Naomie Lebe)
   * Please refer to paper EC-2021-01-04 (Executive Committee Schedule)
   * The Executive Committee is scheduled to meet every other week during term time. The meeting schedule has been set by the President. All committee members must make every attempt to attend the meeting and where they are unable apologies must be sent to the Chair. Note that meetings for the first term shall be taking place online only.

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| 1. **Any other business** |

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| 1. **Date, time, and venue of next meeting** |

* 24th November 2020
* 4pm – 5pm
* Microsoft Teams