**Monday 9th November, 5pm – 6pm, Microsoft Teams**

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|  | **Initials** | **09/11/2020** | **24/11/2020** | **11/12/2020** | **12/01/2021** | **04/02/2021** | **18/02/2021** | **09/03/2021** |  |  |
| **Members** |
| Naomie Lebe | She/Her  SUBU President | NL | ✓ | ✓ | ✓ |  |  |  |  |  |  |
| Chiko Bwalya | She/her  SUVP Education | CB | ✓ | ✓ | ✓ |  |  |  |  |  |  |
| Toluwa Atilade | She/Her  SUVP Welfare & Community | TA | ✓ | ✓ | ✓ |  |  |  |  |  |  |
| Ugo Andy-Eke | He/Him  SUVP Opportunities | UAE | ✓ | A | ✓ |  |  |  |  |  |  |
| Alexandra Cazacu | She/Her  SUBU Summit Chair | AC | ✓ | ✓ | ✓ |  |  |  |  |  |  |
| Ayra Syamsul | She/Her  AAEM Officer | AS | ✓ | ✓ | A |  |  |  |  |  |  |
| Nyasha Madhuku | He/Him  Black Student’s Officer | NM | ✓ | ✓ | ✓ |  |  |  |  |  |  |
| Luci Phalp | They/She  Disabilities Officer | LP | ✓ | ✓ | ✓ |  |  |  |  |  |  |
| Morgen Hake | She/Her  LGB+ Officer | MH | ✓ | ✓ | A |  |  |  |  |  |  |
| Lucy Fitzgerald | She/Her  Trans & Non-Binary Officer | LF | ✓ | ✓ | A |  |  |  |  |  |  |
| Shannon McDavitt | She/Her  Women’s Officer | SM | ✓ | ✓ | ✓ |  |  |  |  |  |  |
| Callum Ovey | He/Him  Business School Officer | CO | ✓ | ✓ | ✓ |  |  |  |  |  |  |
| Michelle Clark | She/Her  Health & Social Sciences Officer | MC | ✓ | A | X |  |  |  |  |  |  |
| Lauren Francis | She/Her  Media & Communication Officer | LFr | ✓ | ✓ | ✓ |  |  |  |  |  |  |
| Christian Kuziara |  Science & Technology Officer | CK | ✓ | ✓ | ✓ |  |  |  |  |  |  |

Key: “✓”= Present, “A” = Apologies given, “N/M” = Non-member, “P” = Partial attendance, ‘X’ = Non-attendance

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| **In Attendance** | **Initials** | **Title** |
| Samantha Leahy-Harland | She/Her | SLH | SUBU Chief Executive |
| Emily Cox | She/Her | EC | Liberation & Campaigns Coordinator (Committee Secretary) |

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| **Glossary** |

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| **Introduction** |

**Welcome and apologise**

* Apologise from MH, AS and LF

**Minutes Ratification**

* Approved by all members

**Officer Updates**

1. **Naomie Lebe**- Assisting International Students with feeling as local as possible
   1. Has been in discussion with TA and Caroline Earth (works in BU with International Students)
   2. Had some feedback from students as part of a IS Q&A
      1. Recognised that wants and needs are different than usual due to COVID-19
         1. E.g: How to order food when quarantining
      2. Video has been shot to show how to find the correct busses and travel information
   3. Subsidising graduation fees
      1. Still in conversation about this
      2. Working with local companies to support students who come from Low-income background with graduation fees
2. **Toluwa Atilade**
   1. Sanitary products for period poverty campaign
      1. Having a conversation with the student shop about what products are already stocked and how they could stock more environmentally friendly products
      2. Looking to revaluate this in the new year
   2. Housing
      1. In conversation with BU accommodation team to see how TA can support students
   3. Working with Caroline Earth to discuss supplying care packages for students arriving in January who will be isolating
      1. This includes in halls and in surrounding areas
3. **Chiko Bwalya**
   1. Working with NL to work with IS to create a student forum for them working alongside Joanna Thurston who is a part of BU
      1. Looking to speak with Comms to advertise informal student meet-ups for various student groups
      2. Positive feedback from the ongoing Parent student forums
4. **Ugo Andy-Eke  
   -** Providing hardship funds for clubs & societies
   1. As of today funds for this have been received and signed off

* Been meeting with C&S committees to make a connection and discuss ways they can take their C&S to the next level to get their 5-star status
* Also having meetings to discuss Refreshers Fair and the way to run it in the best way for C&S
  + Running next year, potentially online
* Has been developing ways to encourage students to be involved with volunteering and Clubs & Societies in the new year

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| **Action Log** |

**Allyship Hub – Arrange a meeting with SUBU Comms**

* Meeting to be arranged for the new year

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| **Upcoming events** |

* SUBU Summit (17/12,6pm-8.30pm)

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| **Items Discussed** |

1. **Supporting Clubs & Societies to make activities accessible (Luci Phalp)**
   1. Would like to arrange meetings with C&S about how they could make their activities and events more accessible for Disabled students
      1. This could include accessible equipment or holding events in more accessible spaces
         1. For example the Campus Collective got a wheelchair accessible planter and are researching getting the curb dropped by the polytunnel
         2. Assisting with funding bids for accessible equipment
      2. Reaches out to other LCs to see if they would be interested in also having meetings about being accessible
      3. A widening access form must be completed for 5\* status, so potentially this could be done in addition to the form
      4. Would like to speak with Ugo about this
         1. UAE: A good point and would like to continue to discuss this. Ugo currently in discussion about accessibility with C&S and it would be good if LP could be involved in these conversation
         2. UAE will speak with Student Opportunities Team to arrange a meeting with LP
2. **Study Spaces at BU (Alexandra Cazacu)**
   1. The open study space at Talbot with the 2m distancing for social distancing has meant the adjustable desks for people with disabilities (such as wheelchairs etc.) are inaccessible
   2. If you want to book a computer you can’t specifically book the adjustable desk
      1. AC: Is there a way to reach out and make these changes and also check this across campus?
   3. NL: We can write to Estates and ask them to consider moving around the desk space and look into it for the next semester
      1. NL to e-mail Estates to discuss making the desks accessible and the possibility of including a choice to book accessible computers on adjustable desks
3. **Seasonal Depression Manifesto Point (Chiko Bwalya)**- CB has been in conversation with LP about raising awareness for students
   1. Has set up meetings with Kerry-Ann Randall (Student Wellbeing at BU) and it has been suggested to be a part of a podcast on SADs in January surrounding Mental Health
   2. CB asks if any students would like to be involved
      1. CK: Is this an ongoing podcast or is this new?
      2. CB: This would be an episode of an ongoing podcast
   3. If students would like to be involved, please contact CB via e-mail or leave a comment in the ongoing Teams chat
4. **Improving ALS Screening Process (Chiko Bwalya)**
   1. Point of this was to make the ALS screening process more accessible and convenient
   2. A student named Lucy reached out to CB after the SUBU Summit to talk about Dyslexia and raising awareness of it
   3. Asks if anyone knows any ways SUBU can run a campaign to raise awareness of Dyslexia
   4. If any students would like to run their own campaigns on invisible illnesses/disabilities that have linked to studying, or would like to be involved in the conversation about Dyslexia, get in touch
      1. NM: would this be Dyslexia in general?
      2. LF and NM have both shown an interest in being involved in this

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| **Items Decided** |

1. **Liberation Campaign Constitutions (Liberation Officers/Toluwa Atilade)**
   1. Liberation Constitutions have been created by the Liberation Officers to work for their specific Campaigns
   2. Regarding the AAEM, LGB+ and TNB constitutions, these will be carried forward to the next meeting or decided in their individual Campaign meetings as the officers were unable to attend this meeting
   3. TA asks Officers to confirm they are happy for the constitutions to be put in place
      1. Black Student’s Campaign constitution is confirmed
      2. Students with Disabilities Campaign constitution is confirmed
      3. Women’s Campaign constitution is confirmed
2. **PHD Student complaint surrounding Health Care student Life Insurance (Chiko Bwalya**
   1. Students in Midwifery and other HSS courses are not covered with life Insurance, so if anything were to happen to them during service or in the field, their families will not receive any compensation for this.
   2. This has been put forward to the SUBU Summit
   3. CB would like the support of the EC to put this forward as a policy for BU and the NHS Trust to investigate providing life insurance for students
      1. Southampton University offer this while BU do not but the PHD programme falls under the same banner
      2. Students are required to complete their placements to finish their degree, however it is unsafe to put students into a position where they are not covered or protected
   4. A draft proposal has been created to submit to NUS asking them to assist with lobbying for this movement
   5. AC: Is this the policy that has been put forward?
      1. CB clarifies that it is that same policy, but wanted to make EC aware that CB was looking to lobby NUS and wanted support from the Committee

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| **Items Noted** |

1. **International Student Survey (Ugo Andy-Eke)**- A survey is launching in January so IS can lead on the work SUBU and BU are doing to assist IS through their University experience
   1. A template has been created to go out in January
   2. Wanted to make Exec aware of the survey so they can support and distribute it to as many people as possible when the survey releases

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| **Standing Items** |

**Any other business**

LP: If any of the other Campaigns would like to be involved in conversations about being more inclusive in regard to accessibility for everyone please get in touch

NL: Reiterates sharing ideas and details on anything that you would like to be involved in.

SLH: Introduces herself to Exec and is open to any questions that she may be able to help with throughout the year.

NL ends meeting and reminds everyone that they can reach out at any time if there is something they are querying or would like assistance with.

**Details of next meeting**

* Tuesday 12th January
* 4-5pm
* Microsoft Teams