**Saturday 23rd October, 4pm – 5pm, Microsoft Teams**

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|  | **Initials** | **09/11/2020** | **24/11/2020** | **11/12/2020** | **12/01/2021** | **09/02/2021** | **18/02/2021** | **09/03/2021** | **25/03/2021** | **20/04/2021** | **14/05/2021** |
| **Members** |
| Naomie Lebe | She/Her  SUBU President | NL | ✓ |  |  |  |  |  |  |  |  |  |
| Chiko Bwalya | She/her  SU VP Education | CB | A |  |  |  |  |  |  |  |  |  |
| Toluwa Atilade | She/Her  SU VP Welfare & Community | TA | ✓ |  |  |  |  |  |  |  |  |  |
| Omuwa Ayomoto | She/Her  SU VP Opportunities | OA | ✓ |  |  |  |  |  |  |  |  |  |
| VACANT  SUBU Summit Chair | -- | N/M |  |  |  |  |  |  |  |  |  |
| Mo Kapoor | He/Him  AAEM Officer | MK | ✓ |  |  |  |  |  |  |  |  |  |
| Ebube Christian | He/Him  Black Students’ Officer | EC | ✓ |  |  |  |  |  |  |  |  |  |
| Caitlyn Bembridge | She/her  Disabilities Officer | CBe | ✓ |  |  |  |  |  |  |  |  |  |
| Jodie Cobb | They/them  LGB+ Officer | JC | ✓ |  |  |  |  |  |  |  |  |  |
| Arianna Ohna | She/Her  Trans & Non-Binary Officer | AO | ✓ |  |  |  |  |  |  |  |  |  |
| Lauren Francis| She/Her  Women’s Officer | LF | ✓ |  |  |  |  |  |  |  |  |  |
| John Bernard | He/Him  Business School Officer | JB | ✓ |  |  |  |  |  |  |  |  |  |
| VACANT  Health and Social Sciences Officer | -- | N/M |  |  |  |  |  |  |  |  |  |
| Olu Okunnu | He/Him  Media & Communication Officer | OO | ✓ |  |  |  |  |  |  |  |  |  |
| Paige Norton-Edwards | She/Her  Science & Technology Officer | PNE | ✓ |  |  |  |  |  |  |  |  |  |

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

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| **In Attendance** | **Initials** | **Title** |
| Mata Durkin | She/Her | MD | Democracy & Campaigns Coordinator (Committee Secretary) |
| Charlotte Morris Davis | She/Her | CMD | Democracy & Campaigns Manager |
| Kerry Dean | KD | Head of Student Participation |
| Hayley Butler | HB | Liberation and Campaigns Coordinator |

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| **Introduction** |

**Welcome and apologies**

Apologies from Chiko and Samantha.

**Minutes Ratification**

All minutes passed.

**Officer Updates**

No updates to give.

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| **Upcoming events** |

29th October – Summit Agenda Setting Meeting, TBC, 2pm

* Location will be confirmed.
* More information to come later.

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| **Items Discussed** |

1. Student Experience Segments (Naomie Lebe)
   1. Wanting to enhance a community here at Bournemouth University, and aims to do this through.
   2. Officers are more than welcome to jump on board with NL.
   3. PTOs to let NL know if they wish to help out with this.

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| **Items Decided** |

1. Vacant PTO (Charlotte Morris- Davis)
   1. We do not have a Health and Social Sciences Faculty Officer or a SUBU Summit Chair.
   2. We need to move forward and make a decision on how to fill positions.
   3. Faculty Officers hold a dual role with BU, so we need to discuss options with BU before we can make a decision. We have asked BU and are waiting for a response on what they wish to do.
   4. If BU do not wish to hold another election, the Executive Committee must then decide whether to recommend to Trustees to run another election for Faculty Officer only, or to co-opt the combined role within the Faculty. CMD suggests that, if we go down the route of co-option, it becomes a decision for the SUBU Summit.
   5. Consensus on having a voice from Health and Social Sciences for their Faculty Officer, and having this through SUBU Summit.
   6. OO asks what would be done if there were a large number of candidates coming forward. CMD confirmed that if there were a large number of candidates, we would be able to move to an election if deemed necessary.
   7. For SUBU Summit Chair, it is the Executive Committee’s responsibility to decide whether to hold a bye-election or through co-option. CMD suggests that we also do this through SUBU Summit.
   8. **Decision: Co-opt both roles through vote at SUBU Summit**
2. Lapsing Policies Recommendation (Charlotte Morris-Davis)
   1. There are five policies that will be lapsing before the next SUBU Summit, so we need to make a decision on the recommendations to send to the upcoming Summit.
   2. *Should SUBU lobby the university to ban smoking and vaping on campus other than in designated sheltered smoking areas?*
      1. There has been a rise in students smoking in unauthorised areas (i.e. within 5 metres of buildings). Currently there are no designated smoking areas on campus.
      2. General consensus on retaining policy, and agreement on creating designated smoking areas.
      3. MD mentions that policy in current form does not mention creating designated smoking areas.
      4. **Decision: Lapse (but new policy to be created to replace this)**
      5. TA to lead on writing new policy.
   3. *Should SUBU increase funding and improve the application process for societies?* 
      1. Funding was increased and the way funding is given has now changed.
      2. **Decision: Lapse.**
   4. *Should SUBU lobby BU to ensure that the length of teaching days and sessions are time appropriate, with consultation from students?* 
      1. Policy is vague and ongoing work has been done on it for a while. Does not necessarily have to be on paper.Primarily around ensuring that students were not kept on campus for too long in the evening, to help with a work-life balance for students. Also including breaks between lectures.
      2. PNE raised the point that this is still an issue with disabled students, particularly in the faculty of Science and Technology. Would recommend retaining this.
      3. LF suggests that it should be retained so that it becomes a long-term project for future VP Educations.
      4. TA suggests that as policy is currently vague, it should be lapsed and a new policy created from it. Would allow for reasoning for the policy, including impact on disabled students.
      5. **Decision: Lapse (with new policy to be created to replace)**
   5. *Should SUBU lobby BU to ensure that it becomes compulsory for academic staff to provide learning materials in advance of teaching sessions?* 
      1. Has not yet been achieved, but continues to be worked on
      2. CMD reminds that the Executive Committee can recommend to lapse a policy at any time, so an option is to retain with hope to make an updated policy in future.
      3. **Decision: Retain (with plans to research issue further for a new policy in future)**
   6. *Should SUBU press Bournemouth University to have a link from Brightspace to SUBU under the ‘Useful link’- ‘log-in services’?*
      1. Policy has been completed.
      2. **Decision: Lapse.**

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| **Items Noted** |

1. SUBU Summit Prep (Charlotte Morris-Davis)
   1. The next SUBU Summit will take place on the 9th of November.
   2. The cut-off for submitting ideas for this is 27th of October.
   3. The agenda setting meeting for this Summit will take place on the 29th of October, at 2pm. The location will be confirmed shortly.

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| **Standing Items** |

**Any other business:**

1. Drink Spiking and Girls’ Night In
   1. There has been a rise in spiking nationally, and in response to this a boycott has been organised called Girls Night In.
   2. The question is would the Executive Committee like to support the boycott?
   3. **Decision: Support.**

**Details of next meeting**

* 16th November 2021
* 4-5pm
* F110