**Thursday 3rd March, 4pm – 5pm, F110**

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|  | **Initials** | **23/10/2021** | **16/11/2021** | **01/12/2021** | **16/12/2021** | **13/01/2022** | **01/02/2022** | **16/02/2022** | **03/03/2022** | **23/03/2022** | **26/04/2022** |
| **Members** |
| Naomie Lebe | She/Her  SUBU President | NL | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |  |
| Chiko Bwalya | She/her  SU VP Education | CB | A | ✓ | A | ✓ | ✓ | ✓ | ✓ | A | ✓ |  |
| Toluwa Atilade | She/Her  SU VP Welfare & Community | TA | ✓ | ✓ | ✓ | ✓ | ✓ | A | ✓ | ✓ | ✓ |  |
| Omuwa Ayomoto | She/Her  SU VP Opportunities | OA | ✓ | ✓ | ✓ | A | ✓ | ✓ | ✓ | ✓ | A |  |
| VACANT ROLE |  SUBU Summit Chair | -- | N/M | A | ✓ | X | X | X | N/M | N/M | N/M |  |
| Mo Kapoor | He/Him  AAEM Officer | MK | ✓ | P | X | X | A | A | P | X | X |  |
| Ebube Christian | He/Him  Black Students’ Officer | EC | ✓ | ✓ | P | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |  |
| Caitlyn Bembridge | She/her  DAND Officer | CBe | ✓ | P | ✓ | ✓ | ✓ | A | ✓ | X | ✓ |  |
| Jodie Cobb | They/them  LGB+ Officer | JC | ✓ | ✓ | A | ✓ | ✓ | ✓ | A | ✓ | ✓ |  |
| Leon Cambray | They/them  Trans & Non-Binary Officer | -- | N/M | N/M | N/M | N/M | N/M | N/M | N/M | N/M | ✓ |  |
| Lauren Francis | She/Her  Women’s Officer | LF | ✓ | ✓ | ✓ | ✓ | ✓ | A | ✓ | ✓ | ✓ |  |
| John Bernard | He/Him  Business School Officer | JB | ✓ | X | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |  |
| VACANT ROLE |  Health and Social Sciences Officer | KH | N/M | A | X | A | A | X | A | A | N/M |  |
| Olu Okunnu | He/Him  Media & Communication Officer | OO | ✓ | P | P | X | ✓ | X | P | ✓ | P |  |
| Paige Norton-Edwards | She/Her  Science & Technology Officer | PNE | ✓ | ✓ | ✓ | A | ✓ | A | ✓ | X | P |  |

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 |
| Hayley Butler | She/Her | HB | Liberation & Campaigns Coordinator |
| Samantha Leahy-Harland | She/Her | SLH | Chief Executive Officer |

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| **Introduction** |

**Welcome and apologies**

Apologies from Omuwa.

**Minutes Ratification**

Minutes of the previous meeting were ratified.

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| **Officer Updates** |

President (Naomie):

* Will be capping the all-students mentorship scheme at 30 students, after looking at the intake from the Black Student Mentor Scheme and previous schemes run for students.
* Spoke to EC about international students, including changes to fees and how they are paid.

VP Welfare and Community (Toluwa):

* Drafting allyship commitment strategy. Met with Dean of HSS, M&C and SciTech.
* Putting together a survey for BU and SUBU staff on allyship
* Ordered a lot of menstrual products. Established a menstruation station in Portsmouth.
* Meeting about inaccessible halls with service manager of Residential Services.

VP Education (Chiko):

* FASECs will be taking place soon.
* An issue was raised about extra time not being given in exams.
* Helped create a video for library services on the changes since COVID.
* Looking to hear from students who have had issues with multi-factor authentication and access to devices.

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| **Upcoming events** |

* No updates

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| **Items Discussed** |

1. Arrivals Experience of International Students
2. Further discussion after the last Executive Committee on the arrivals experience for international students, and how it can be improved.
3. EC brought up issues with communications from the university, and how students can struggle to get all the information that they need before coming to the UK.
4. AAEM Month
5. April marks AAEM Month (Asian, Arab and Ethnic Minorities Month), and so will be organising events for it. We would like input from students on any ideas they have for events.

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| **Items Decided** |

1. Liberation Committee Constitutions:
   1. Decision: *Both passed.*

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| **Items Noted** |

1. SUBU Summit Prep
   1. The next Summit will be held on the 28th April, and it will be the last for our second term officers!
   2. Your Ideas deadline is 12th April.
2. Women’s History Month
   1. WHM has gone well so far. Good feedback from the events that have been planned, including the International Women’s Day Market.
   2. We have still Black Girl Detox and an Open Mic event on the 29th March.

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| **Standing Items** |

**Sustainability Update:**

* No update from CAST.
* Ordered more sustainable menstrual products – we will be looking to mention this at the next university Athena Swan meeting to see if BU can get involved in this.

**Any Other Business**

* Speak Week is currently going on!

**Details of next meeting**

* Thursday April 28
* 4pm – 5pm
* F106/Teams