

Minutes of the Exec Meeting 22/11/2011

Present:-

Toby Horner – SU President/Chairperson
Alan James – GM (non voting)
Jesse Banovic – VP Communications
Murray Simpson- Activities
Mark Lowe-Health and wellbeing
Leroy Scott-Democracy
Lauren Ellis-RAG
Dev Mistry-Community
Lihn Le-Mature and Part time
Lizzie Maries – Guest speaker communications channels
Philli Hodgson – VP - Lansdowne
Kate Jones – VP Education - Joint Chairperson – 1st hour of meeting
Scott McGreal-First year
Louise Bryant-Academic affairs
Sally Fish-Environment
Sam Stockwell-Campaigns
Nat Morris- Equal Opportunities

Gillie Blood – Minute Taker

Apologies:-

Sonia Travaglini- PGR
Merve Tuna - International
Parmesh Saini – Post Grad Taught
Ruby Limbrick-Accommodation and transport

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| <p>Sam – getting work done so ready for One World week – looking at not so obvious like advertising students to help out and give idea’s to make more visual.</p> <p>Scott – Safety during a night out due to recent circumstances. Make 1st years aware of dangers when out at night. <i>(5pm – toby Horner Joined the meeting.)</i></p> <p>Louise - requested recycling bin – Kate made a note of this. Sally to pick this up – SALLY TO ACTION. Speak Week great involvement, Reflecting on what she needs to do in the next few weeks. Keen to assist with collating feedback information. General assessment on how Reps are getting on – some sort of survey. LOUISE TO ACTION.</p> <p>Lihn LE – not much to report at the moment. Mature and Part time group face book group – exec to invite members – ACTION ALL EXEC. Lihn Le to put link up on Exec Page.</p> <p>Dev – clarification when mature? Kate – over the age of 21.</p> <p>AJ – 30’s and 40’s also considered as mature.</p> <p>Toby – Murray and him kicking off BUnique, lots of media done by Lizzie. Performing Arts soc, big crowd and VC eating pasty watching. Got snaps!! Very pleased bigger and better than imagined.</p> <p>Kate – Speak Week crazy week, Press release on Staff/student portal with pic. Rep Soc being set up by John Gusman.</p> | <p>Sally</p> <p>Louise</p> <p>ALL</p> | <p>Next Meeting</p> <p>Next Meeting</p> <p>Next Meeting</p> |
| <p>5. Campaign Review</p> <p>Jesse – Housing Week – web banners going up. Jesse helping to brand. Ruby and team facilitating. Sam – voting board for best estate agents etc. Some people have already got houses. Jesse wait for housing queries until after xmas. Don’t jump ahead wait til you can get advice. Scott available to help out with campaign AJ – would like lots of help from Exec as this project is staff driven. We want young people to be giving advice. Jesse - Agenda on line fb, and viral marketing. Sam – people being able to speak out about their experiences some sort of board. Philli – estate agent comparison. Good idea.</p> <p>Jesse - NUS – marketing surveys and making it more appealing as value to getting students to complete surveys – watch out Feb/Marc time.</p> | | |
| <p>6. SUEI AUDIT UPDATE</p> <p>Toby advised that AJ has been helpful in collating evidence. Monday they spoke to Sabb’s and staff. Over all went very well. We have achieved Bronze, as not the most bureaucratic union. Bronze as expected.</p> <p><i>5.20pm – Kate Jones left the meeting.</i></p> <p>Sam – questions didn’t give them a place to say what they thought needed improving. Disappointed as not asked to say what she thought. AJ – Testing Staff more than Sabb’s during the audit.</p> <p>Sam – appraisals and stuff being looked and improved at the Fire Station.</p> | | |
| <p>7. BUnique Week Update</p> <p>MURRAY – BUnique – idea dance off with dance societies. Media School discovered BU Station; he was filmed live on internet. Spoke to Trevor Fielding. BU Station happy to film and liaise with SUBU for</p> | | |

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| <p>any forthcoming events. Murray chose a great team, even ex – exec candidates, made a great team and were really helpful. Camera maxed out. Walked in to a lecture taking pictures. Happened in error as went to the wrong room!! Philli supporting Lansdowne, and for next BUnique week specific flyer for Lansdowne events.</p> | | |
| <p>8. Support for Dorset ME Group Feb 13th AJ – Been passed to by Toby + Exec. Website set up. ME medical condition which came in to awareness in the 80's and first called Yuppie flu. Debilitating illness with very little physical symptoms. Chap called Tudor W. Bringing MP, to launch special website as so grateful for monies raised, and way of showing thanks. For the event food canapés required, exec asked if they would donate £150 for buffet. ALL agreed this would be OK no objections.</p> | | |
| <p>9. Monitoring NON Students at TOFS Jesse – Scott assaulted by someone during night out at TOFS. Sustained serious injury, and lost 2 teeth as a result, and was hospitalized for 2 days. Not sure if assailant was student or not. Sam – new door system. Lollipop night – stag do, 12 guest list. 12 thru door. Began to misbehave and start fight - Police, ambulance etc. Could bring 2 paying guests. Have to be physically signed in by that student. Signing in people you don't know the student culpable if incident occurs. Students now have to show student card, and sign in their guest. This system seems to be working really well. Gigs difficult as lots of non students. But if specifically a student night card must be show. Ice-cream outside promoters and not student prices paid. Scott – should be student card and student uni ID card. Been to TOFS four times before and never been asked for ID. <i>5.45pm – Lizzie left the meeting.</i></p> | | |
| <p>10. Children's Wish Charity Team Building Day Kate checking if volunteers available 11 or 18 Dec. People available. Kate double checking. Spoke to charity yesterday, The Hub also helping. Discussion and briefing on what volunteers will be doing on the Sunday. ACTION KATE – find out how long all needed for. Painting Mural. Dev might not be able to attend due to work commitments. Kate – needs to be done before xmas. Will be fun – painting. <i>5.10pm – Dev Mistry left the meeting.</i> Kate – ACTION Email exec to finalise.</p> | Kate | Next Meeting |
| <p>11 – Finishing Exec Committee Canvas Toby mentioned that the canvas painted by exec members during the training weekend still needs to be finished. It was agreed that this should happen on the same day as the children's wish event.</p> | ALL/Toby | Same day as Childrens Wish |
| <p>12 – ContriBUte Launch and Volunteers Toby gave a brief description of the contriBUte scheme and asked for volunteers to come forward during BUnique Week</p> | All | During BUnique Week |
| <p>13 – Litter Campaign Toby reported that he had taken some photos of dirty lecture</p> | Toby | Next |

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| <p>theatres and that this was an issue that SUBU should be helping to promote. Philli informed the exec members she is already working with BU on the campaign and that Toby should pass on the photos after the meeting. Next meeting follow up on any progress.</p> | | meeting |
| <p>14. – R2G/RAG Update and Final Discussion</p> <p>Lauren showed her R2G website – new front page disclaimer stating who she is and owns the site. On ‘Meet the Team’ Rag page she will change the status to <u>RAG</u> President. Lauren explained her Web Manager is away on holiday. Some of the stuff to be changed would cost £2000 approx. R2G trading name of Ellis Events Ltd with added ‘<u>click here</u>’ which outlines fees to be done by Web Manager. 3% stated in T’s and C’s. Previous Minutes not 100% clear as to exact details required. AJ summarized these are:-</p> <ol style="list-style-type: none"> 1. R2G clear as company and 3% as sum raised. 2. Option to do cash & cheque as well as on line 3. Photo of Lauren in Rag Team to make it clear she is Director/sole trader/owner of R2G. <p>Lauren also explained with regards to what happens to £20 fee, it goes towards tracking system £10 T-shirts £6.69, £2.10 panic alarm. £30 boards and pens made for everyone. Nothing to do with R2G. No profit making. She also explained tracking system, one other site Choose to Give have tracking system too. R2G only on line provider that will cope with RAGs not registered as a charity.</p> <p>AJ – very few rags are registered charities, Nottingham is very big charity registered over £1million.</p> <p>Jesse – forms – Rag Rep said Lauren requested completion of Survey Forms on line. Lauren assured all present that survey was done completely randomly.</p> <p><i>4.25pm – Lauren left the room</i></p> <p>AJ reminded all present that they keep revisiting reasons. Lauren has presented what she was asked to do. Can’t pick it to bits again.</p> <p>Philli – We are looking at Reps – why is RAG on Exec? As a consequence should Lauren step down from exec?</p> <p>AJ – Last year’s committee agreed RAG should be on Exec. RAG Election open to all people. Timing in May. That’s what last year’s Exec approved. RAG president goes to September conference hence timing.</p> <p>Kate – Showed on Projector a comparison on virginmoneygiving.com – How We Compare. Virgin is £100 =VAT and 2% charge. Lauren £50 and 3%.</p> <p>AJ – this site compares Charities – we are not a registered charity so this is not comparing like with like here.</p> <p>Mark – is RAG applying to register as charity?</p> <p>AJ – no RAG is not, SU is.</p> <p>Philli – Charity Giving.co.uk – giving – it has a RAG on it. Put up on</p> | | |

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| <p>projector – charges.esp – comparison page.</p> <p>AJ – you have an obligation to trust Lauren who is a member of the exec.</p> <p>Kate – vote now or when Toby arrives?</p> <p>Vote on whether to continue to use R2G for RAG?</p> <p>AJ – Voting to whether Lauren has take actions appropriately.</p> <p>Jesse – changes not done as Laurens Web Manager not available to do them – don’t think we can make decision.</p> <p>Kate – raise of hands.</p> <p>All people who are comfortable with the changes made by Lauren that we will continue to use her charity.</p> <p>For 6 Against 4 Abstained 2</p> <p>Toby Horner joined the meeting 1 hr after the initial conversation</p> <p>Toby updated with initial R2G/RAG conversation earlier on in the meeting –. Toby felt his opinion or vote would not have affected current outcome</p> <p>Kate – can Santa fun run go ahead with current stuff?</p> <p>Toby – some students are picking up on this and questioning it. Not entirely comfortable on reflection. Will this keep coming up? It has to be conducted in an appropriate way.</p> <p>Leroy – following our votes – what happens with the Santa Fun Run?</p> <p>Toby – has there been research on other websites etc. What Lauren has said is not been dishonest but economic with the truth.</p> <p>Louise Bryant – is satisfied with the question – is info ok. But now feels uncomfortable having listened to further discussion. Happy with website.</p> <p>Murray – concerned that this will go on for every event.</p> <p>AJ – Read out and reminded on how we asked Lauren to comply.</p> <p>Philli – worried Echo will get hold of this story and how it will reflect on us.</p> <p>Murray – vote should be on what students want, not on personal opinion.</p> <p>Toby – all been democratically and minutes are visible on line, so that people can see how our decision was formed.</p> <p>Sam – R2G can be used for Santa Fun Run once site changes are complete.</p> | | |
| <p>15 – ITEM 15 – End of Term “You aid, We Did” Document</p> <p>Document all that we’ve achieved on behalf of the students. Celebration of what we do. Propose to produce end T1. Would like sabs to take part. Sam – big posters on stairwell. Use exec photos and clip frame to use for stuff. Write idea’s etc. All free to contribute.</p> | <p>ALL TO CONTRIBUTE</p> | <p>TBC Next Meeting</p> |
| <p>ITEM 16 - Exec Xmas Social</p> <p>Will leave to sort out on web site.</p> | | |
| <p>Rep Conference in Leeds</p> <p>Kate organising conference trip with 5 – 6 students, but needs to check ok with Exec due to the costs. Per person £20 =VAT = £24. Kate will drive a people carrier if someone will share. £200 for 2 days. Stay over on evening before hand. £100 per person = £600.</p> | | |

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| <p>National Rep Conference. Toby – Does rep soc know about it? John – Rep Soc pres coming. Wednesday 7th December. Is everyone happy to use this money from SUBU funds? Day time but will stay over. Return to BOMO wed pm – late 11pm. Mark – what will you get from conference? Kate – has agenda and email from Ed VP Leeds – 160 students last year. Networking and part of student movement. Meet other reps. Share best practice. Workshops additional training. Future role for reps. Connections with NUS and campaigning. Etc. Toby – ensure info disseminated through schools to other reps. ALL – Agreed funding available for conference visit to Leeds.</p> | | |
| <p>17 AOB UCAS Open Afternoon – Toby. Kimmeridge house all help welcome Unions Rally – UCU walk out for lecturers and staff re pensions. Not keen to support walk outs. Put message out there, but not fully endorse. Jesse – Issue not enough exec turning up to meetings. Ruby and Lauren cancelled via Jesse – should go to President. Toby - Time management and meetings known well in advance. All exec to be timely and attend meetings. Toby will be write a document on expectations of elected officers for discussion at the next meeting. Nerve - Proposal of Outside Broadcast. Toby put proposal on projector and read out aloud. Improvements between Lansdowne/Talbot and getting events and student involvement. External events. Xmas market, air show etc as outside broadcast. Cost £454.26p. Those in favour of supporting this including cost – ALL Leroy – do local colleges come under our representation? Toby – yes. Murray –CCTV – Scott’s assault happened where CCTV isn’t. Put CCTV there? Sam – costs etc. and considered as isolated incident. AJ – will ask Alan Dove what potential is to put CCTV there. ACTION AJ. Leroy – do we get vouchers for being here? AJ - GILLIE ACTION BRING VOUCHERS NEXT TIME. AJ – Sonia Travaglini- PGR Officer for Exec has resigned from the University, her decision is based on how she’s supervising PHD. AJ – coffee machine fine. With A Dove, and Saturday closures feedback. ACTION ALAN -Will get feedback from Alan Dove. Concern re workers losing hours. Mark to double check when early closing tested. Alan Dove will come and present further findings and how to deal with shorter hrs worked. Leroy - How do I get involved in being student ambassador? (Toby to send on details)</p> | <p>Toby</p> <p>Alan James</p> <p>Gillie</p> <p>AJ</p> <p>Toby</p> | <p>Next Meeting</p> <p>Next Meeting</p> <p>Next Meeting</p> <p>Next Meeting</p> <p>Next meeting</p> |
| <p>Meeting Closed 6.15pm</p> | | |
| <p>18 - Date for Next Meeting Thursday 1st December 2011 4.00pm – 6 00pm. location - Casterbridge Suite</p> | | |

