**Date:** 13th November 2024

**Time:** 3:30-5pm

**Venue:** F304

**Chair:** Esther Chinenye Isaiah, Union President

**EXECUTIVE COMMITTEE**

**Agenda**

|  |  |
| --- | --- |
| Introductory Items | Lead |
| 1. | Welcome and Apologies | Esther Chinenye Isaiah |
| 2. | Approval of minutes from previous meeting | Esther Chinenye Isaiah |
| 3. | Review of Actions from previous meeting | Esther Chinenye Isaiah |
| Items for Decision |  |
| 4. | No Items to Decide | N/A |
| Items for Discussion |  |
| 5. | UK Parliament Week | Zach Braid |
| Items to note |  |
| 6. | Black History Month | Godswill Udo |
| 7. | Trans Awareness Week | Elm Murphy/Kayleigh Heckford |
| 8. | Speak Week | Sarah Corder |
| 9. | SUBU Summit | Zach Braid |
| Officer Discussion |  |
| 10. | FTO Priorities | Full-Time Officers |
| 11. | PTO Priorities | Part-Time Officers |
| 12. | Policy Discussion and Creation | All Officers |
| Any Other Business |  |
| 13. | Emergency Business | Esther Chinenye Isaiah |

|  |
| --- |
| **Introductory Items** |

1. **Welcome and Apologies**
	1. Apologies received from: Mia
2. **Approval of minutes from previous meeting**
	1. The committee are invited to review and approve the minutes from the previous meeting.
	2. Please see *EC-2324-02-02*
3. **Review of Actions from previous meeting**
	1. The committee are invited to review the actions from previous meeting noted on the rolling Action Log.
	2. Please see *EC-2425-AL*

|  |
| --- |
| **Items for Decision** |

1. No items to decide

|  |
| --- |
| **Items for Discussion** |

1. **UK Parliament Week (ZB)**
	1. Officers to be updated on plans for their involvement in UK Parliament week and finalise details.

|  |
| --- |
| **Items to Note** |

1. **Black History Month (GU)**
	1. Officers to note an update on the recently concluded Black History Month.
2. **Trans Awareness Week (EM/KH)**
	1. Officers to note events and planned activities for Trans Awareness Week
3. **Speak Week (SC)**
	1. Officers to note the upcoming Speak Week.
4. **SUBU Summit (ZB)**
	1. Officers to note the upcoming SUBU Summit meeting and preparations.

|  |
| --- |
| **Officer Discussion** |

1. **FTO Priorities**
	1. The Full-Time officers are invited to provide a brief update on immediate priorities and focuses, including any noted challenges or important Student Feedback.
2. **PTO Priorities**
	1. The Part-Time officers are invited to provide a brief update on immediate priorities and focuses, including any noted challenges or important Student Feedback.
3. **Policy Discussion and Creation**
	1. The Committee are invited to discuss any ongoing policy work or matters highlighted to them from SUBU staff as well as consider emerging issues for students and consider devising policy ideas.

|  |
| --- |
| **Any Other Business** |

1. **Emergency Business**
	1. The Committee are invited to raise any emergency business or urgent matters to the committee’s attention.