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Description automatically generated**Date:** 27th November 2024

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

**Venue:** F304

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

**EXECUTIVE COMMITTEE**

**Agenda**

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| 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 |  |
| Items for Discussion | |  |
| 5. | Policy Discussion | Zach Braid |
| 6. | Big Give, Little Give, Carboard Box | Gillian Lewis |
| 7. | Accessible Hiring Practices | Tim Harris |
| Items to note | |  |
| 8. | Queermas | Rhys Smith |
| 9. | Student Parents Community Event | 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 |

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| **Introductory Items** |

1. **Welcome and Apologies**
   1. Apologies received from:
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-2324-03-02*
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*

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| **Items for Decision** |

1. No items to decide

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| **Items for Discussion** |

1. **Policy Discussion (ZB)**
   1. Officers are invited to discuss the possibility of holding an additional meeting to only discuss policies to clear long list and remain on top of ongoing work.
2. **Big Give, Little Give, Cardboard Box (Gillian Lewis)**
   1. Officers are invited to receive an update on how SUBU’s Big Give went and discuss plans for a Little Give in January.
3. **Accessible Hiring Practices (Tim Harris)**
   1. Officers are invited to discuss and provide any feedback and insight into how to improved diversity and accessibility in SUBU’s recruitment practices.

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| **Items to Note** |

1. **Queermas (ZB/RS)**
   1. Officers are invited to note the upcoming Queermas event.
2. **Student Parents Community (ZB)**
   1. Officers are invited to note the upcoming Student Parents Community Event and to let team D&C know if they may wish to assist.

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| **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.

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| **Any Other Business** |

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