## EXECUTIVE COMMITTEE | Minutes of the meeting held [via Teams] Wednesday 29 July 2020

**Ex-officio members present** Atree Ghosh | Chair | VP Union Development | he/him

Bethan Morgan | Vice President Education | she/her

Oliver Robinson | President of SU | Chair of Trustee Board | he/him

 Molly Lawson | Students with Disabilities Officer | she/her
Max Kafula | BAME Students Officer | he/him

 Jesse Phillips | LGBTQ+ Officer | they/them

 Shannon McCaul | VP Societies & Media | she/her

 Paul McCarthy | VP Sport|he/him

Amy Merchant | VP Welfare | she/her

Amy Stanning |Mature Students’ Officer | she/her

Yu Hong Goh | International Student Officer | she/her

**Members present** Fabiha Askari | Faculty Rep for Taught | she/her Charlotte John | PGR Faculty Rep | he/him

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| Due to the Covid-19 the meeting was held via Microsoft Teams.Members present gave permission for the meeting to be recorded. |

**Agenda Item 1 | Apologies** | India Ellis (County College JCR President) | | Chris Cottam (Chair’s Aid) | Misbah Ashraf (Interim CEO)
**Agenda Item 2 | Matters arising from the minutes** [not elsewhere on the agenda] | no matters were brought to the Chair’s attention.
**Agenda Item 3 | Items for Approval**

**3.1** **Student jury for budget 2020** | this proposal was brought to the committee by the President of the SU with an accompanying paper provided beforehand. The President of the SU provided a background as to why the committee was being asked to approve the proposal. The committee further noted that the need to create a jury is urgent due to Board approving the budget next week. The Mature Student Officer proposed the creation a sub-committee of the Executive Committee to look at the budget proposals, which would be open for nomination for all members of the committee and students to join. The committee noted that it has the necessary powers to constitute a sub-committee under its bye-laws. The President of the SU agreed with the Mature Student Officer’s suggestion, and highlighted the importance of the committee taking advantage of its considerable skills in order to help oversee and shape the budget process.
Following a query on the proposal of having a supportive sub-committee, the committee noted that a smaller group, which takes advantage of the substantial expertise of the committee, would be able to analyse and bring forward a report and/or proposal for the Executive Committee to consider in a more agile way, and within shorter timescales. The Mature Students Officer welcomed further queries before putting forward a formal proposal for the committee to vote on.
The committee noted that the student jury is voluntary, and all students have put themselves forward which shows they are interested and willing to be involved.
Following a query on how the jury would be nominated, the committee noted the students would be picked on a semi-random basis, which would be representative of the University in general.
The Vice President Education sought clarification on 2.2 of the Terms of Reference, which relates to budgeting options the jury would potentially be given. The President of the SU stated that the priority is to enabling the Union to know which areas students feel they would be least impacted by cuts in. The President of the SU also stated that he would like to see specific breakdowns proposed on the basis of department of area as opposed to best and worst case scenarios.
The committee agreed that it should give the sub-committee the option of co-opting staff members; and noted that this would be done with support from the VP Union Development and the President of the SU to ensure the number of members is kept under review.

 The Mature Student Officer suggested the chair of the sub-committee should be an appropriate FTO.
The committee noted that the sub-committee can’t commence any work until they have budgetary input, in terms of historic date and proposing budgets
The committee noted that the sub-committee would be an open membership, but would be an electorate of the wider student population and would, by methods of selection, be representative of the University as a whole. The committee also noted that the sub-committee would be there to scrutinise the proposals made by the sub-committee from the point of view of the Executive Committee.
The committee noted it should receive a budget on 31 July 2020 to inform this sub-committee and the jury’s proposals moving forward.
The President of the SU confirmed he would take on the suggestion made by the Mature Students Officer on having a sub-committee that works in line with the student jury; further reiterating the advantage of making use of the vast experience the Executive Committee has. The President of the SU also highlighted the importance of trusting committee members to go into the sub-committee not only as representatives of a constituency, but as representatives of the wider Executive Committee.
The committee agreed that the sub-committee should be restricted to Executive Committee members and staff.
The President of the Union suggested that the Mature Student Officer sit as chair of the sub-committee given her extensive expertise, and invited the committee to consider.
The committee was asked to vote on the approval of the President of the SU’s accompanying paper, to which it voted unanimously to approve.
The committee was asked to vote on approving the Mature Student Officer as chair of the sub-committee and, following a suggestion by the Vice President Education on having an FTO as co-chair for support, the committee was also asked to approve the Chair of the Executive Committee as co-chair of the sub-committee. The vote passed unanimously in favour of approval.

 **ACTION | the President of the SU will make the suggested adaptions to the proposal | President of the SU**

**3.2** **Reform of LUSU democracy bye-laws and election rules|** this item was brought to the committee by the Mature Student Officer with an accompanying paper provided beforehand | the Mature Student Officer provided reasoning as to why the item had been suggested., stating that the Union needs to respond to the situation which occurred at the last election. The committee noted that the proposal has been made with an impartial view, with the exception of the Mature Student Officer’s belief that it is fundamental to the democratic processes that students have a RON option available in elections. The committee further noted it needs to significantly improve its bye-laws to avoid a similar situation. Members of the committee expressed their agreement in the proposal.
The committee noted that there is an upcoming democracy review, though based on the current timelines it would fall after another election; which makes clarifying the bye-laws sooner essential.
The committee noted that the proposal puts responsibility on the Chair for preparing recommendations to address the shortcomings of the bye-laws on how RON is defined, i.e. a candidate, an option, both or neither. The committee also noted that, under the proposal, the Chair would have the ability to consult and involve others within the Union should he wish. The Chair also highlighted that the capacity would be purely around RON and its role in an election, and not touch upon any further bye-laws based on the mandate.
Following a query, the committee noted that this would be a stop-gap to avoid any issues in the November 2020 elections.
The committed was asked to vote on the approval of the proposal, to which it voted unanimously to approve.

**ACTION | the Chair will bring a further paper for discussion to the next Executive Committee | Chair**

**Agenda Item 5 | Any other business** | the BAME Officer raised a query on a recently released report and asked the committee to consider how and when it should acknowledge it publicly. For sake of completeness and to ensure all members of the committee have ample time to consider their response, the Chair will ensure this point is included in the next committee meeting in order to create an action plan.

**ACTION | to include this discussion as an item at the next meeting | Chair**

 **ACTION | to prepare an initial document in advance of the next meeting which all Officers can then contribute and sign off their name to | BAME Officer

ACTION | to familiarise itself with the report referenced before providing contributions and sign-off| Executive Committee**

**Agenda Item 5 | Dates of future meetings**

* The dates and times of next two meetings:
	+ Tuesday 11 August 15:30-17:00
	+ Tuesday 15 September 15:30-17:00

The Chair thanked those present for attendance at the meeting.