

**EXECUTIVE COMMITTEE | Minutes of the meeting held [via Teams] Tuesday 21 May 2020****Ex-officio members present**

Bethan Morgan | Vice President Education | she/her  
 Lewis Marriott | VP Campaigns & Communications | he/him  
 Victoria Hatch | Interim SU President | she/her

**Members present**

Fabiha Askari | Faculty Rep for Taught | Chair | she/her  
 Gigi Bruschi | Students with Disabilities Officer | she/her  
 Sarah Pennington | Students with Disabilities Officer | she/her  
 Atree Ghosh as VP Union Development-elect | he/him

**In attendance**

Misbah Ashraf | Interim Chief Executive | she/her  
 Chris Cottam | Education & Support Unit Manager and Chair's Aide | he/him  
 Veronica Longmire | Executive Administrator | Minutes

**Observers**

Erin McNally | Womens'+ Officer  
 Jesse Phillips | LGBTQ Part-time Officer  
 Shannon McCaul | VP Societies & Media-elect  
 Paul McCarthy | VP Sport-elect

Due to the Covid-19 the meeting was held via Microsoft Teams.  
 Members present gave permission for the meeting to be recorded.  
 The meeting did not reach quorum and agenda items requiring approval would be circulated for digital resolution.

**Agenda Item 1 | Apologies | Bara Mala | PG Board Rep****Agenda Item 2 | Minutes of previous meeting held 21 April [Exec-2020 04 21]**

Victoria Hatch was present at the meeting. The minutes would be amended to note this.

**Agenda Item 3 | Matters arising from the minutes [not elsewhere on the agenda]**

- 3.1** Unsung Heroes | noted there was no direction on this as George Nuttall was the lead person.
- 3.2** College Sport | communications due to be published in week 6.
- 3.3** Open Letter to Acorn | Action ongoing

At this point the issue of meetings not reaching quorum was raised and the fact work was needed on this matter going forward. It was noted that a paper had been submitted to the previous meeting requesting discussion on quorum and interim arrangements for the remainder of term.

The committee was informed that the Executive Committee by-law stated 16 members were required to reach quorum / the membership had dropped to 10 serving members / a two-thirds majority was required to pass essential business / co-options could take place but these would be non-voting members and would need to go out to election as soon as possible / discussion could take place at an inquorate meeting but items requiring approval need to be circulated for digital approval.

**Agenda Item 4 | Items for Approval**

- 4.1** **Election of Chair and Deputy Chair** | members present were asked, if anyone interested in taking up the posts, to make a submission in writing for digital approval. It was noted that Atree Ghosh was interested in taking up the post of Chair as in the by-law Executive Committee meetings were chaired by the VP Union Development.

**ACTION | Committee members were asked to consider the matter and if interested to send a digital submission by 28 May to the Chair**

- 4.2** **Ratification of Appointment of Student Trustee** | ratification was required for one student trustee, noting that position had become vacant due to the current student trustee's end of office. The Appointments Panel had consisted of two full-time officers, one student trustee and one external trustee. The individual concerned had accepted the role subject to satisfactory references and ratification by this committee. The meeting noted that this would be the last time student trustees would be appointed rather than elected, as a result of the motion submitted to the AGM.

**ACTION | References to be submitted to and viewed by the Committee and the appointment ratified digitally | Chair and Chair's Aide**

**Agenda Item 5 | Items for Discussion**

- 5.1** **Motion to Campaign for an Increase in our Block Grant from Lancaster University** | the paper was presented by Atree Ghosh, SU Vice President Union Development-elect. Lengthy discussion included what impact was being sought / that the committee did not need to approve a campaign / the aspiration was for this to be a Union campaign / that a previous FTO team had agreed a 3-year fixed block grant [now entering into year 3 / the wish to commence conversations with the new Vice-Chancellor early and start the campaign now.

A point of information was given that policy items passed were in place for three years / the committee did have the power to pass policy if the issue was not contentious / the need for the committee to agree if the motion was contentious or not. A further point of information was given in that the University was already in discussion re the block grant and designate funding; the block grant was used for core services and designate funding was to be used for approved projects, such as Green Lancaster / Schools.

Further discussion was held around the belief that some elements were contentious; ie NSS / that the by-law stated there had to be unanimous agreement of the committee.

### **ACTION | Matter to be circulated for digital resolution | Chair**

#### **Agenda Item 6 | Items for Information**

**6.1 Update from Interim Chief Executive** | the committee noted that since the previous meeting it had been ascertained that student staff were eligible to be furloughed and this had now happened / efforts to support those not eligible were taking place / phase two of staff furloughing was in place/ core services still needed to continue / the TB Governance Sub-Group had appointed a company to undertake a major governance and democracy review / there was good news in that a reasonable number of property owners had been willing to waive fees, although some had refused. A paper was to be circulated to the Trustee Board to obtain agreement to offer a 'gesture of goodwill' to tenants who had not received a rent refund [£110 per person suggested based on legal advice] / due to the pandemic the position around the Sugar House re-opening for Welcome Week remained unclear / there were concerns around cash-flow and the Union's commercial services for the next academic year / the Advice services were now busier than ever.

#### **6.2 Update from Full-Time Officers**

Interim President | successful virtual Roses / elected as interim President / interviews to student trustee / training / lots of University meetings / met with JCRs.

VP Education | attended lots of University meetings / higher education important in relation to student experience / trying to engage with students as much as possible / held faculty forums / helping students in difficult situations / review of policy re dissertations / no student representation on University Safety teams / Q&A session to ask students what they would like to see should a return to University next year not occur / tuition fees major question and conversations taking place around this.

VP Campaigns & Communications | remit work / Community FB page / well-being support / Comms / working with student media heads / representation and isolation campaign work / worked with Bailrigg FM to get the station back up and running / Don't Lose Your Cool campaign continues / work on Housing and Policy Co-ordinator / attended EDI committee / looking at disability and trans policies and student consultation / virtual events for Pride / JCRs and promoting activities and events as much as possible.

**6.3 Update from Part-time Officers** | noted that the Officers for Disabled Students had published the SWD Encyclopaedia of Resources / shared resources via Instagram re mental health awareness week / handover work under way / working with VP Campaigns & Communications on the University Disable Students policy / planning a future online campaign to continue moving plans forward for the year with no budget.

#### **Agenda Item 7 | Any Other Business**

- It was clarified that it would be inappropriate to discuss matters concerning investigations at this time.
- For consistency around transparency the Committee should be empowered to make decisions.

The Chair thanked those present for attendance at the meeting.