**Campus Executive Meeting**

**Minutes**

**10 January 2018**

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| In attendance: | Riley Clowes | Arran Rodgers |
|  | Phill Dowler | Beckie Ryan |
|  | Lou Hardy | Michael Serrano |
|  | Lily Madigan | Sofia Teles da Silva |
|  | Tomm Morton | Zunera Siraj |
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| Apologies: | Kaya Cohen |  |

For the purpose of this document attendees shall be referenced as their initials excluding the following; Riley Clowes to be known as VPK, Phill Dowler to be known as VPS, Tomm Morton to be known as P.

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|  |  | **Agenda Item** | **Action and/or Outcome** |
| 1. |  | **Co-opting Campus Executives**   * VPS presented and explained the reasoning for co-opting MS and ZS and noted their previous and current elected positions within the Union. | **Vote:**  In favour: 8  Opposed: 0  Motion passes.  MS and ZS are full members of the Student Experience Executive Group. |
| 2. |  | **Group Membership and SEEG Chair**   * SEEG/1/1/18 – to be noted and taken as read. No questions or queries asked. * VPS gave a description of what is expected and the duties of the role. * LM self-nominated with no opposition. | **Vote:**  In favour: 10  Opposed: 0  Election passes.  LM will take the position of Chair in future SEEG meetings unless in conflict as stated in the Union By-Laws. |
| 3. |  | **Notes from Previous Years**   * SEEG/2/1/18 – to be noted and taken as read. No questions or queries asked. |  |
| 4. |  | **Union By-Laws**   * For reference. To be noted. |  |
|  | 4.1. | **Change of Committee Name**   * SEEG/3I/1/18 – VPS presented that the name Student Executive Experience Group (SEEG) relates to when the Union had two (2) executive groups. The Board of Trustees have voted to merge the Academic Experience Executive Group with the Student Experience Executive Group making the name redundant. * VPS suggests the name Student Experience Executive Group implies only matters relating to student experience can be dealt with in the meetings which is now not correct. * VPS suggests a new name of Executive Committee. | **Vote:**  In favour: 10  Opposed: 0  Motion passes. |
|  | 4.2. | **Regulation 1**   * SEEG/3ii/1/18 – VPS presented the regulation amendments with additional alterations (presented on paper during the meeting). * VPS reiterated how the implementation of this regulation adjustment maximises and improved upon Union accountability. * VPS made members aware that this modification will retrospectively adjust two (2) other By-Laws. | **Vote:**  In favour: 10  Opposed: 0  Motion passes. |
|  | 4.3. | **Regulation 4**   * VPS presented their argument and support for the change. | **Vote:**  In favour: 10  Opposed: 0  Motion passes. |
| 5. |  | **Union Policy**   * VPS explained that what policy does, how it is created and amended, and the duration in which it lasts. |  |
|  | 5.1. | **No Platform for Fascism and Racism at UCA**   * SEEG/4i/1/18 - VPS presented the reports to reinstate the No Platform Policy. * LM asked for clarification on who defines what fascism and racism mean – VPS responded and confirmed the Executive Committee will define meanings when required. * BR questioned where the policy applies (University buildings, Union areas, accommodation etc) – VPS confirmed all area related to the Union and Union. * BR requested this be made clearer in the policy – VPS suggested a vote on the No Platform policy and then amendments be made and voted. * BR recommends an amendment to passed No Platform policy. Clarification to be added, when the policy is written, of areas and that all members are to abide with the policy. | **Vote for Policy:**  In favour: 10  Opposed: 0  Policy passes.  **Vote:**  In favour: 10  Opposed: 0  Motion passes.  **Action:**  Executive Committee to write a No Platform policy with the support of the Chief Executive and Sabbatical Officers. |
|  | 5.2. | **Improving the Quality and Value of Food at UCA**   * SEEG/4ii/1/18 - VPS presented a report with no questions from members. | **Vote:**  In favour: 10  Opposed: 0  Policy passes. |
|  | 5.3. | **Improving the Quality and Value of Food at UCA: Amendments**   * SEEG/4III/1/18 - VPK presents amendment to SEEG/4ii/1/18. * BR and LH question the policy concerning allergens and suggest more awareness and labelling. VPK and VPS confirm allergens are covered in the policy and agree more awareness can be added. | **VOTE:**  In favour: 10  Opposed: 0  Policy passes. |
|  | 5.4. | **Executive Committee Awareness**   * SEEG/4iv/1/18 – VPS proposed the paper. * LM questioned how students can access the Executive Committee – VPS clarified the policy and recommendation for images of elected members, more information, advertisements, and through Campus Forums. | **Vote:**  In favour: 10  Opposed: 0  Motion passes. |
|  | 5.5. | **Prevent**   * SEEG/4v/1/18 – VPS proposed the policy and explained the boycott intent. * BR noted that ‘Prevent’ has previously been taught as a section of previous training in roles at the University but not recently. | **Vote:**  In favour: 10  Opposed: 0  Policy passes. |
| 6. |  | **Sabbatical Officer Reports**   * VPS explained the reports and made members aware that for all Sabbatical Officers, October and November reports are to note, December reports are to be voted on. |  |
|  | 6.1 / 6.2. | **President Reports - October and November**   * Taken as read, no questions. |  |
|  | 6.3. | **President Reports – December**   * Taken as read. | **Vote:**  In favour: 10  Opposed: 0  Report passes. |
|  | 6.4 / 6.5. | **Vice-President Kent Reports – October and November**   * Taken as read, no questions. |  |
|  | 6.6. | **Vice-President Kent Reports – December**   * Taken as read. | **Vote:**  In favour: 10  Opposed: 0  Report passes. |
|  | 6.7 / 6.8. | **Vice-President Kent Reports – October and November**   * Taken as read, no questions. |  |
|  | 6.9. | **Vice-President Kent Reports – December**   * Taken as read. | **Vote:**  In favour: 10  Report passes.  Opposed: 0 |
| 7. |  | **Student Forums**   * VPS presented information to clarify the roles of Campus Forums. |  |
|  | 7.1 / 7.2 / 7.3 / 7.4. | **Canterbury / Epsom / Farnham / Rochester**   * P, VPK, and VPS presented campus forum documents, all taken as read. * ZS and LH raised an issue about timetabling and space utilisation. VPS noted. * BR noted recommendations for dedicated workshop spaces – VPK noted. * LH discussed communication within specific course. VPK noted and will discuss privately. * LH remarked on myUCA. P, VPK, AND VPS have asked for more information from all members surrounding the issue to evidence the problems and take forward. | **Action:**  All to research issues around myUCA and pass forward to P, VPK, and VPS. |
| 8. |  | **A.O.B.**   * MS asked they be informed and updated on planes surrounding mental health awareness. VPS discussed upcoming mental health awareness week. * ZS and BR questioned possibility of improvement of communication between academic staff and students. VPK and VPS noted and will discuss privately. * MS asked for an update on mental health provisions on all campuses. VPS informed all members that this is information he has asked from the University and is awaiting. VPK confirmed improvements have happened across the Canterbury Campus. * BR noted that accommodation wardens would like training on mental health – VPK and VPS to look into. * BR noted that accommodation wardens have requested OOH and weekend emergency contacts. VPK and VPS to look into. | **Action:**  VPK and VPS to look into improvements on accommodation warden training surrounding mental health and emergency contacts. |