

WSU Executive Committee Agenda

Friday 17/12/2021 at 9:30am (Online via MS Teams)

Members	Apologies
<ul style="list-style-type: none"> - Liam Lees (President) - LL - Ragnar Mularczyk (VP Education) - RM - Neve Ricketts (VP Student Activities) - NR 	None received
Staff Invited to Attend	
<ul style="list-style-type: none"> - Sophie Williams (CEO) - SW - Tim Hewes-Belton (Student Engagement Manager) - THB - Rob Cox (Finance & Commercial Manager) - RC - Jack Appleby (Student Voice Assistant) - JA 	

	ITEM	Timings	Owner
1.	Welcome & Introductions	09:30	LL
2.	Apologies	09:31	LL
3.	Declaration of interest	09:32	LL
4.	Minutes of previous meeting	09:33	LL
5.	Matters arising	09:35	LL
Approval Items			
6.	<ul style="list-style-type: none"> - Approval of Ideas Forum - Calma-tea - Arts and Mindfulness on Campus * Ideas Forum * (worcsu.com) 	09:40	NR/LL
Reporting Items			
7.	Active Policy & Ideas Updates <ul style="list-style-type: none"> • Recycling programme for hard to recycle waste (LL) • Create a student medic volunteer (NR) • Create a bookshelf swap on campus (LL) • Women's Workout Hour (NR) • Campus Community Garden (LL/NR) • Recycling Bins on City Campus - outside (LL) 	09:55	Officers
9.	Officer Objective Update	10:10	Officers

10.	Additional Campaign Updates	10:20	Officers
Discussion Items			
11.	Managing Projects and Discussions with the University	10:30	SW
12.	Isolated & Socially Anxious Students	10:40	
13.	Current Student Issues	10:50	THB
Any Other Business			
14.	AOB - Sustainability Update (LL)	10:55	LL
Date of Next Meeting: Friday 21 st January at 9:30am			

Minutes

1.0 Welcome & Introduction

LL Welcomed and thanked the team for attending the meeting.

2.0 Apologies

No apologies were received.

3.0 Declaration of Interest

No declarations were made.

4.0 Minutes of Previous Meeting

The committee reviewed the minutes of the previous meeting and then took a vote to approve:

For - 3

Against - 0

Abstain - 0

The minutes from the Executive Committee on November 19th, 2021 were approved.

5.0 Matters Arising

Actions Carried Forward from Previous Meetings:

Actions	Owner	Update
Action S1.1: May Exec - VPE to work with and maintain liaison with Caryn Thorogood around a new Fit to Study policy. THB to ask Kate Gynn to go through Fit to Study Policy with RM. No update, haven't spoken to Caryn since last Exec. But reminded her last	RM	RM and SW are meeting Caryn in January to review the drafted policy.

time to consult us before the policy goes to LTSEC. Carry Over.		
Action S1.2: May Exec - THB rework the proposal for associate membership for August exec meeting over summer. No Update. Carry Over	THB	No progress to date. This work will be conducted to enable changes to be made to launch associate memberships in 2022-23
Action S1.3: LL to pick back up Recycling Programme for Hard to Recycle waste post welcome week. No Update. Carry Over	LL	No Update - LL/THB will look at this with Katy Boom, University Director of Sustainability in January 2022.
Action S1.4: LL to contact Sabrina Jones (Staffs SU) about potential pronoun workshops for this year if not for future planning. Pronouns are a discussion item at the next W&IC, looking at how we can implement pronouns at UoW/WSU. LL hasn't reached out to Sabrina as of yet. Carry Over.	LL	Sessions now being planned for LGBTQ+ History Month internally. LL to contact Sabrina Jones in January.
Action S1.5: RM to contact Sarah Pittaway on how he can be involved in promoting study skills check. Repstival 2 will be heavily focussed on Study Skills. Have not promoted Study Skills Check as much as I would have liked to. Carry Over.	RM	No further update
Action O1.1: NR to speak with Clement & Casey about associating/combining both WorcStar & Work Hard Play Hard together. --- WorcStar is now live on the website. Carry Over	NR	Regular meetings with CR Delegation has been set out to staff members to send in their updates. Ready to launch in New Year. Action closed
Action O1.2: LL & SW to chase the universities progress on Report & Support initiative. SW spoken to TJ about this who is keen to launch the system despite resourcing concerns. No Update. Carry Over	LL/SW	Ongoing, Carry Over
Action O1.3: LL to reach out to Liz-Davis Ward & Sethu to see what welfare awareness we can do together to help support our health care & paramedic students.	LL	We need to join this up with work undertaken more widely in the Union. LL and THB to carry this forward in January.
Action O1.4: (Calma-Tea Ideas) NR to reach out to student and find out what and how we can achieve this. This student has now taken a leave of absence from studies. Another student	NR/THB	Complete. NR and LL held a meeting with the student who had taken over the project to discuss the collaboration with the Arts

has taken over responsibility for the idea. NR is looking to arrange a meeting with new student. Carry Over		Collective who already host these sessions.
Action O1.5: NR find out intermural progress at next Sport Development Meeting. Brought up and sport development meeting. Conversation suggests this has gone quiet. Carry Over	NR	No further update.
Action O1.6: RM to reach out to SG, see if there are any courses that may sit in the same boat as Archaeology, so the SU can best prepare itself to support students. Not yet completed. Carry Over	RM	SG now left University, follow up conversations with Ann Jordan.
Action N1.1: NR to make contact and arrange a discussion with the student who has taken over this idea.	NR	Complete.
Action N1.2: RC/LL to bring up student WIFI at the next tramps meeting.	RC/LL	Complete, Tramps are not in a position to offer WIFI to students on a night out.
Action N1.3: NR/JM to work with society groups to find out what issues are affecting them in gaining and engaging members.	NR	Complete, NR and JM brought this discussion item to #TeamWorc Council. Committee members generally feel they didn't know the expectations of the role when they took them on, due to the gap in knowledge caused by COVID-19 - University wide issue. Refresher training was offered, as well as "chativities", Bring a mate (BAM) and a mini sports and socs fair in the New Year.
Action N1.4: LL/NR to reach out to ACS to do an event in The Hangar (take over event).	LL/NR	Carry over to January
Action N1.5: THB to contact Mark Hughes around getting pop up space in reception.	THB	Complete. Tables can be booked under the stairs at reception.
Action N1.6: LL to contact Mark Hughes - the marquee isn't accessible. It needs upkeep, heaters etc. To see what can be done.	LL	Complete, Mark has placed clear screens on the sides of the marquee and has updated that he will try and get heaters, he has not confirmed this though
Action N1.7: LL/THB to invite ES to Welfare and Inclusion Council	LL	Complete, She attended W&IC and HB has sent out an email to Council members with details on how to give feedback.

Action N1.8: RM to attend Welfare and inclusion council to discuss lecture capture and benefits to students from certain demographics.	RM	Complete , Elaine Swift attended W&IC and we discussed the benefits.
Action N1.9: RM to organise a meeting with Clement about making our student body aware of the cost of your future campaign.	RM	Not completed, carry over.
Action N1.10: LL to reach out to the anaphylactic campaign.	LL	Complete Medical Awareness Day in being held in January
Action N1.11: NR to set up a meeting with JM to plan the next steps to start working on medic volunteer launch in refreshing.	NR	Complete , NR will speak to students in January to close the idea off as it is no longer possible due to constraints in Ambulance Service.
Action N1.12: LL to get agenda items added to - There needs to be a discussion on the EDI committee around buildings accessible - gender neutral toilets, prayer rooms and breastfeeding locations.	LL	The Initial meeting was to discuss basic policy and the aims of the working group. In the next meeting I will discuss the visibility of university provisions e.g., gender neutral toilets, prayer rooms and breastfeeding locations. ACTION - LL to speak to Mark Hughes/Tim Jones to make sure that these facilities (breastfeeding) are promoted to students.
Action N1.13: SW/LL to contact Tim Jones about feedback on LGBTQ+ Network following Gender Neutral Toilets meeting	SW/LL	Complete and issue resolved ,
Action N1.14: LL to raise the bottle incident in the upcoming Tramps x WSU meeting	LL	Complete . Discussed this - Happy with outcome - Passed feedback on to W&IC.

Note items in blue are updates from previous meetings

6.0

- **Approval of Ideas Forum**

Calma-tea - Arts and Mindfulness on Campus * [Ideas Forum](http://worcsu.com) * (worcsu.com)

LL, we spoke to the student who proposed the idea about how we can support them, whether they turn this idea into a society, or they work as independents and liaise with our societies like the Arts Collective. The consensus was that they were not interested in joining or becoming a society. The student didn't seem to want the SUs help in actioning in the idea.

The committee felt much of the request was being actioned already through Crafternoon's and Arts Collective activities and therefore could still be approved.

The committee reviewed the idea and then took a vote to approve:

For - 3

Against - 0

Abstain - 0

The Calma Tea idea from the Ideas Forum was approved on December 17th, 2021.

7.0 Active Policy Updates

Recycling programme for hard to recycle waste - No Update. **CARRY OVER**

Create a student medic volunteer programme - No Update. **CARRY OVER**

Create a bookshelf swap on campus - No Update. **CARRY OVER**

Women's Workout Hour (NR) - No Update. **CARRY OVER**

Campus Community Garden - No Update. **CARRY OVER**

Recycling Bins on City Campus - outside - No Update. **CARRY OVER**

8.0 Officer Objective Updates

No officer objective updates.

9.0 Additional Campaign Updates

No additional campaign updates.

10.0 Managing Projects & Discussions with the University

SW asked the committee if there any concerns that you have in which the University want you to be involved in? She noted that she and THB are aware that Tim Jones wants a set of events to happen around progression week, to support socially anxious students.

Tim Jones suggested ideas that could be orientated around:

- Sports Events
- Craft Events
- Allotment Garden

SW outlined that she thought it would be best that we pick this back up with TJ post-Christmas, the event could be similar to the commuter student event that we ran back in September.

THB reported that he has been in touch with the International Experience Team about making the Students' Union visible at their new social space at Jenny Lind:

The Globe. LL & THB are meeting with Tao Sampson from the team to discuss how the SU can be involved. THB has already made Clement aware that there may be a need for promotional material for space.

LL updated that Tim Jones wants to get an STI clinic in at some stage in the near future, LL stated that he is happy to work on this project and try and take away the stigma around HIV testing. LL has spoken to KG about this. SH24 may be an option as it can be available to those students who may wish for a discreet test, where they get sent to your house and then you post it back and get a text response.

11.0 Isolated and Socially Anxious Students

THB outlined that he had added this to the agenda following a meeting with Tim Jones and the concerns raised by Councillors at Student Council

THB informed the committee that he had scheduled a meeting with the officers, engagement and marketing staff to discuss declining engagement in January. THB asked members to reflect over Christmas on how we engage and support our isolated and socially anxious students. LL felt that it is important to ensure that students know who we are, how they can get involved and that the SU is still available virtually and that this will need to be a key message going forward.

ACTION - THB to add promotion of SU availability online to isolated and socially anxious students to engagement team meeting agenda with Clement Servini.

12.0 Current Student Issues

SW wanted to recognise all the hard work that Rag has been doing to support the Paramedic students and the work he has done with the Head of School. She commended him and highlighted how much the students feel supported by Rag & the SU more widely. The committee agreed that we need to ensure that we keep an eye on these students going into the New Year to ensure they stay supported.

13.0 AOB

No Other Business

Liam thanked for the group for their contributions and reminded the group that the next meeting is on 21st January 2022

ACTIONS

Action D1.1 - LL to speak to Mark Hughes/Tim Jones to make sure that these facilities (breastfeeding) are promoted to students.

Action D1.2 - THB to add promotion of SU availability online to isolated and socially anxious students to engagement team meeting agenda with Clement Servini.