

WSU Executive Committee Minutes Wednesday 20/12/2023 at 12:30 (TEAMS)

	ITEM	Owner
1.	Welcome & Introductions	AL
2.	Apologies	AL
3.	Declaration of interest	AL
4.	Minutes of previous meeting	AL
5.	Matters arising	AL
Approval Items		
-	Society Approval - N/A	-
Reporting Items		
6.	Active Policy & Ideas Updates	Officers
7.	Officer Objective Update	Officers
8.	Additional Campaign Updates	Officers
Discussion Items		
9.	Current Student Issues	All
	Update on Relevant Projects and Discussions with the University - N/A	-
Any Other Business		
10.	AOB <ul style="list-style-type: none"> - Proposal to amend process of accepting new sports and societies - RAG Constitution and RAG Role Review 	IP/All

Minutes

1.0 Welcome & Introductions

AL welcomed all members to the December Executive Committee.

2.0 Apologies

Apologies received from RC and SJ.

3.0 Declaration of Interest

No declarations declared.

4.0 Minutes of Previous Meeting

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

For - 2

Against - 0

Abstain - 0

The minutes from the Executive Committee on 17.11.23 are approved.

5.0 Matters Arising

Carried Over Actions	Owner	Update
Action June.04: IP to contact student regarding varsity tickets to say that the SU is discussing ticket options, and their ideas are something the team will be looking into.	IP	COMPLETED.
Action June.05: AL and IP to contact student regarding committee Bursary idea to update that whilst the SU is trying to implement this for Networks, this wouldn't be possible for all the clubs and Societies.	AL/IP	COMPLETED.

Action July.01: IP to source and share clarification from newly proposed Cultural Festivals Society with Exec to confirm approval.	IP	COMPLETED.
Action July.05: Exec to keep on top of city campus refurbishment.	All	ACTION: AL to follow up with TJ.
Action July.07: VP to provide SJ with refreshments quote for 2023/24 SC & EC meetings to request funding from AJ.	VP/ARE	COMPLETED.
Action July.12: RC to feedback issues with quality of food at next meeting with Chartwells.	RC	ACTION: AL to follow up regarding student meeting and food quality/variety, to then feedback to SC.
Action October.01: SJ to contact AJ around making SVA voting member of AROG and communicate around new minuting secretary.	AL	ACTION: ARE to confirm with AJ that AL will be attending 2023-24 remaining AROG meetings alongside new starter ML. ACTION: ARE to arrange pre-meet for AROG with AL to discuss further.
Action October.08: VP to put dates in diary 3 weeks before the BoG report is due.	VP/ARE	COMPLETED.
Actions From This Meeting		
ACTION November.01: RC to contact Endsleigh regarding SSAGO DBS/Insurance.	RC	COMPLETED.
ACTION November.02: IP to contact Warwick SU and ask if she can see their constitution for their SSAGO society.	IP	COMPLETED.
ACTION November.03: SW to follow up with SS around societies/clubs affiliated with external organisations and how this is presented in constitutions.	SW	COMPLETED.

ACTION November.04: IP to check with RockSoc regarding no Social Sec position on committee.	IP	Not heard back from the group. It is optional so presume a Vice Chair will take this element on. COMPLETED.
ACTION November.05: IP to discuss whether Gym club would require a membership to the University gym with activities team/the society.	IP	COMPLETED.
ACTION November.06: Officers to ask the university about how Worcester fares in international student attainment (following WonkHE article).	All	AL met with Head of International Experience and have said we will share this article with them. No 1 reason for withdrawal of study at UoW is financial, continue conversations of international hardship fund. COMPLETED.
ACTION November.07: Officers will have a discussion with AROG in next meeting around what data we use to shape objectives.	All	ACTION: ARE put on pre-meet agenda with AJ & AL.
ACTION November.08: SW and AL to discuss NUS wanting to reduce block grant contributions.	SW/AL	COMPLETED.

6.0 Active Policy and Ideas Updates

AL provided a verbal update on the Ideas Forum and active ideas.

6.1 Ideas Forum

Elizabeth Garret Building Access Update: AL contacted the student who submitted this successful idea to confirm work would be beginning. TJ confirmed there is a CCTV issue outside the building which needs to be reviewed before extended access could be granted, especially as there is a lot of expensive equipment and models inside the building which need to be protected. **ACTION:** AL to follow up with TJ in the new year on progress regarding CCTV.

We have a new idea submitted on the Ideas Forum regarding seat reservations for lectures.

6.2 Active Policies

- All Gender/ Disabled Toilet Separation Policy - AL updated Exec that signage review is in progress, however there are legal issues around what toilet names must be so the University are currently reviewing this to ensure we are compliant.
- Team Worc Council Name Change Policy - AL confirmed this policy has been actioned and this council is now called Student Activities Council across teams.

7.0 Officer Objective Updates

AL & IP reviewed the officer objectives log. AL also reviewed SJ objectives and provided updates - majority of objectives can be covered by the Officer Team and staff. Actions resulting from objectives review as follows:

- **ACTION:** IP to follow up with M&C about TeamWorc TV schedule/video and timeline, consider timing in line with Varsity (more content during Varsity)
- **ACTION:** Discussion around location for the community cupboard. AL to consider a new location or approach (combination approach with H&A) in the new year.
- **ACTION:** IP to look at various grants (Worcester community grant and national lottery grant) for funding towards CoL objective or any relevant campaigns/developments.
- **ACTION:** AL to start looking at other campuses and prayer space, and open student consultation in the new year.
- **ACTION:** SW updated that Val Yates had previously discussed with SJ what would a good suite of academic societies look like and how do we create them. IP to continue this work and follow up with HH.

TJ has been working to create a bespoke consent package (training) that will be compulsory for all students. Confirmed that the consent campaign was a key driver for developing this. The university thanked us for our work in this.

ACTION: AL & IP to regularly review and update objectives log (Ongoing)

8.0 Additional Campaign Updates:

- Student Voice Conference idea - **ACTION:** AL to consider next semester.
 - IP confirmed Give it a Go week is progressing well in terms of planning.
 - IP updated that the Varsity campaign is underway and being received positively.
-

9.0 Current Student Issues:

Progress Week

- Two of our Department Reps and some Course Reps have been collecting data from students about feedback on progress week removal. Reps have been sending this onto TJ (over 400 responses to a survey asking about this). TJ has confirmed this issue will be looked at and comms will go out to students imminently.

Paramedic cohort

- A large portion of final year paramedic students have failed a reflective assignment for use of Artificial Intelligence. AL and ARE met with key staff on 18/12/23 and agreed an approach forward. AL shared the student feedback (provided via their Department Rep) with the key staff so every issue can be looked at. Officers wish to commend the Department Rep in their approach and hard work on this issue.

WSU website

- Feedback that locating specific pages and the search function are difficult to use.
- Example issue has been where non-students were trying to buy tickets online and were unable to. When they succeed and paid, the ticket then didn't pull through onto MSL.
ACTION: IP to let CS know about these issues.

10.0 AOB


Proposal to amend process of accepting new sports and societies (IP)

IP introduced this agenda item. The proposal is to allow for application windows specified during the year rather than open throughout which results in differing levels of support depending on the timing/workload. This proposal would make the process simpler and smoother in getting new groups up and running and supported. This proposal would put in place clearly defined timelines for decisions and communications.

AL confirmed they like this approach, and it would make it easier for new VPSAs at the start of the year in office.

Moved to a vote:

For - 2
Against - 0
Abstain - 0



RAG Constitution and RAG Role Review (IP)

IP introduced this agenda item. **ACTION:** Summary document will be circulated to the group by IP and email resolution will be conducted.

Additional AOB:

- ARE provided an update that a new election for additional EC position on SC will be opened before the winter break.

Meeting ended.

ACTIONS

Action July.05: Exec to keep on top of city campus refurbishment. AL to follow up with TJ.

Action July.12: AL to follow up regarding student meeting and food quality/variety, to then feedback to SC.

Action October.01: SVA voting member of AROG - ARE to confirm with AJ that AL will be attending 2023-24 remaining AROG meetings alongside new starter ML. ARE to arrange pre-meet for AROG with AL to discuss further.

ACTION November.07: Data used to form AROG objectives - ARE put on pre-meet agenda with AJ & AL.

ACTION December.01: Elizabeth Garret Building Access - AL to follow up with TJ in the new year on progress regarding CCTV.

ACTION December.02: IP to follow up with M&C about TeamWorc TV schedule/video and timeline, consider timing in line with Varsity (more content during Varsity)

ACTION December.03: Discussion around location for the community cupboard. AL to consider a new location or approach (combination approach with H&A) in the new year.

ACTION December.04: IP to look at various grants (Worcester community grant and national lottery grant) for funding towards CoL objective or any relevant campaigns/developments.

ACTION December.05: AL to start looking at other campuses and prayer space, and open student consultation in the new year.

ACTION December.06: SW updated that Val Yates had previously discussed with SJ what would a good suite of academic societies look like and how do we create them. IP to continue this work and follow up with HH.

ACTION December.07: AL & IP to regularly review and update objectives log.

ACTION December.08: Student Voice Conference idea -AL to consider next semester.

ACTION December.09: IP to let CS know about the issues raised around WSU website.

ACTION December.10: IP to circulate summary document for RAG Constitution and RAG Role Review to the group and email resolution will be conducted.