

Minutes

Exec Meeting 05.08.2020

There was a meeting of the LSU Executive Committee on Wednesday 5th August 2020 at 3pm in the Michael Pearson Board Room

1. PRESENT:

Trevor Page (TP), Matt Youngs (MY), Ana-Maria Bilciu (AMB), Alex Marlowe (AM) Fejiro Amam (FA) and James Greer (JG)

2. APOLOGIES:

N/A

3. TO APPROVE THE MINUTES OF THE LAST MEETING

N/A – first meeting of the year

4. ACTIONS FROM THE LAST MEETING

- **ACTION TP, MTK, AMB to work on Peer Support Project.**
Some work has been done; a paper will go back to the Exec when budget is complete.
AMB is putting together a brief so the total budget requirement can be discussed
AMB explained the background of the project.
TP will circulate a template to put priorities on for the budget.
- ~~ACTION MTK and LD to discuss the AU budget in more detail outside of this meeting~~

5. ITEMS FOR DISCUSSION

- 1) Piazza lift and accessibility – led by Alex Marlowe

AM has been reading the Equality Act in regards to the inaccessibility to lifts in the building with the Piazza being the main space at LSU and that lift being closed.

AM noted that legal duty of any organisation is to implement procedures to reduce the element of indirect discrimination.

AMs assessment of only having one lift, and it not being in the main area, is that LSU has a duty of care to discuss this further.

TP explained that as there was still a lift in the building, LSU were still compliant, and the fix for piazza lift was quoted around 40k, which is why it was boarded up. The plan when this happened was to make the second lift more accessible.

ACTION – AM to discuss with CS to see what we can do in the short term, what can we do long term for better compliance and what can be done to make the current Room 1 lift more accessible?

ACTION – AM to explore sponsorship

ACTION – AM to discuss vinyl's with JGB

There was a discussion about getting T-Links at LSU for people who have hearing difficulties and the team think it would be good to look into this further.

Student insight about accessibility – what can be done to make LSU accessible and a pleasure the visit?

2) University meetings – led by Matt Youngs

As decided in the meeting;

Council – President and Vice President

Senate – President and Education EO

Arts Committee – Societies Chair – **ACTION EM to inform AR and ask CG if he wants to sit on the committee.**

Learning and Teaching Committee – President and Education EO

Prizes – Education EO

Research – Education EO

Sports Committee – Sport EO

Student Discipline Committee – Vice President, Welfare and Sport

Enterprise – Enterprise Chair

Ethics – Vice President

Health and Safety – Vice President

Human Resources – Welfare and Diversity EO

Student Experience Team – President and Welfare & Diversity EO (Action Chair by invitation)

SLT sport – Sport EO

AMC and appeals – AMB as main person and MY as second

ACTION EM to inform meeting secretaries.

3) Terms of reference – led by Matt Youngs

ACTION - MY will circulate to the Exec - any comments made and returned to MY by 28th August.

TP confirmed this is currently a draft, as the work was not completed.

4) Position papers – led by Matt Youngs – **carry over to next meeting**

5) LSU Project Management Boards – led by Matt Youngs

Thinking about responsibility as an EO for the organisation and not just in roles it was proposed that steering groups/working group be created with the relevant staff members in attendance.

ACTION – Officer Team to come up with inefficiencies or things that require a steering group/working group.

6) Section Chair iPads – led by Matt Youngs – **carry over to next meeting**

7) Space usage – led by Matt Youngs

The Exec office is moving into the main office, Marketing are moving into the Exec office, Venue are moving to currently Marketing space.

Quiet spaces will be used again. Alongside this, Marketing are working on visuals to turn the Caravan of Love into a space where the team can use to meet students.

This is a great space to work visibly and be approachable to volunteers. The plan is to hoping to happen before Freshers – **ACTION MY to circulate visuals.**

- 8) Organisational transparency – led by Matt Youngs
MY discussed his ideas for being transparent at LSU and talking to students about what we spend their money on. The Exec like the idea of doing something similar to the example shown but in a different way. (Example shown from Royal Holloway)
- 9) Finance/Budget – led by Matt Youngs
ACTION FA to bring a budget update to every meeting.
ACTION – EM to add to the agenda
- 10) LSU App – led by Fejiro Amam
A group of students have contacted FA to talk about an App idea. FA feels an App would be great for surveys and things where we ask questions, before it goes any further, would like to know if the Exec agree.
Generally, it was felt that it is a good idea but LSU should be prioritising the website right now. From a resource point of view, it was decided it is not the right time to explore this alongside SUMS.
ACTION AMB to talk to Gary and FA to see if we can link up with the University for their existing App.
- 11) Termly applications for Exec Projects – led by Fejiro Amam
Opening up the promotion of it to make people aware of what it is and what it is for.
Application cycle – if it worked this way we can control the amount of money that comes out of it.
ACTION FA to create a proposal of what this will look like, how it would work and bring back to the next meeting.

6. REFERRALS AND UPDATES FROM UNIVERSITY COMMITTEES

Items that will impact students should be mentioned here

7. STRATEGY UPDATE

MY will go through in more detail during training days

8. ANY OTHER BUSINESS

Course Rep Elections

Every year Course Rep Elections are held in October, this year it went quite badly, because of how next year is predicted to be like, AMB would like to trial appointments instead.

After further discussion the Exec feel, it is a good idea to try this year.

9. DATE OF NEXT MEETING

Wednesday 2nd September 2020 at 3pm in the Board Room