

Minutes

Exec Meeting 07.10.2020

There was a meeting of the LSU Executive Committee on Wednesday 7th October 2020 at 3pm in the Michael Pearson Board Room

1. PRESENT:

Trevor Page, Fejiro Amam, Matt Youngs, James Greer, Alex Marlowe, Ana-Maria Bilciu

2. APOLOGIES:

N/A

3. TO APPROVE THE MINUTES OF THE LAST MEETING

Held on 2nd September 2020 – the minutes of the last meeting were approved

4. ACTIONS FROM THE LAST MEETING

- ~~LSU Piazza lift - AM to discuss with CS to see what we can do in the short term. What can we do long term for better compliance. What can be done to make the current Room 1 lift more accessible?~~ ACTION – AM to explore sponsorship. Will be integrated in the PMB – to remove from agenda
- AM and TP to discuss the possibility of a bid to LUDT fund with Andy Stephens
- ~~Section Chair iPads – TP to look into further IOS device is not good to use for work purposes~~
TP has discussed with Harry – currently no iPads have been distributed, there also needs to be a degree of being able to use for work purposes. **ACTION TP and MY to discuss with section chairs.**
- Exec Projects Budget - FA to check previous year budget amounts and inform Section Chairs of the proposal – asking Marketing for graphics, FA will discuss at the next meeting. - ongoing
- Project Management Boards – ~~ELM to add to each meeting agenda,~~ MY will book a meeting to give clear guidelines to how the PMBs will work with exec and directors - ongoing

5. ITEMS FOR DISCUSSION

- 1) Performance Review proposal – led by Fejiro Amam
FA discussed the changes he would like to make to the current performance review process.
There was a discussion around getting feedback and how daunting this process can be for the students giving Sabb feedback, and that there should be an opportunity for the Sabb to also have an opportunity to explain their role.
AMB feels this should not be done in person under current circumstances.

- 2) Sabbatical Officer furlough in the event of lockdown – led by Fejiro Amam
we currently do not know if there will be a furlough scheme. We are looking at streamlining/reducing costs without hurting the primary objectives.
- 3) Race Equality charter student survey – led by Alex Marlowe
the submission is ongoing and part of this work is to receive student feedback of their encounters at Loughborough.
Students have the opportunity to be involved in a genuine culture shift on campus, it will be launched on 2nd November - 20th November, and there is a promotion period from 19th-30th October.
AM is keen to promote this far and wide and getting as many people as passionate about it as possible.
AM requested the Officer Team help if required because this is very important. **ACTION AM to make a timetable**, AM would like the team to take ownership of this but will circulate something in due course for further clarity.
- 4) UCU – Loughborough University branch update – led by Ana-Maria Bilciu
UCU have approached AMB and MY and they confirmed they have been working alongside the University with this. We should expect more contact from them in the coming months. They are approaching University colleagues about what they want to do next and will get back in touch with LSU.
- 5) Student Feedback – tuition related concerns – led by Ana-Maria Bilciu
AMB has had a query and confirmed she would discuss this with the Team. For every student, there should be a minimum of 50% contact hours. It is likely this will decrease in a few weeks' time.
Any queries/feedback would work on a case-by-case basis; to do a statement would not be broadly enough encompassing.
AMB has met with other Sabbs in her position at other institutions; this has been extremely helpful to her so far. These meetings are taking place to ensure students have decent opportunities, and to ensure they feel they are getting a fair education.
The University have not promised students a normal year this year, they have revamped curriculums in a lot of programme' s, everyone is trying to be up to date so students can feel this year is normal as possible. AMB plans to start collecting student feedback for Freshers and looking to have further conversations with students on Friday to find out the way of working we should be doing to make students feel satisfied.
- 6) **Emergency Item** - Volunteer COVID response – led by Matt Youngs and Jodie Evans
As circulated, this is a fast moving project, MY and JE would like to discuss now, take to COVID silver later today then to the COO and VC in the hope that there is something more structured by the end of the week.
After further discussion and questions around insurance and budgets, it was agreed that this is a really good proposal. It was noted that the Officer Team can be involved if they wish to.

6. REFERRALS AND UPDATES FROM UNIVERSITY COMMITTEES

7. STRATEGY UPDATE

8. PROJECT MANAGEMENT BOARDS

Updates will start at the next meeting

9. FINANCE/BUDGETS

As circulated

10. ANY OTHER BUSINESS

6. STRATEGY UPDATE

7. PROJECT MANAGEMENT BOARDS

Updates will start at the next meeting

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Sub Committees

LU Climate change strategy – FA to attend

Ethics – Human Participants – FA to attend

To note – the Nightline office on campus is no longer an option to use, the University have taken the space back. AM has spoken to MTK – we are not keen to pay for somewhere without a contract that we can be kicked out of at any time. In the meantime, MTK is in approval to find somewhere in LSU temporarily.

To note - School President meeting took place yesterday, AMB is working on challenges that students are facing. Is there a wider conversation to be had for students that are worried/angry about their education this year?.

To note - JG is looking into how we should conduct extra-curricular activities outside of academia, what activities can be increased and what can be provided virtually.

To note - There have been almost 500 nominations for course reps. Nominations will be extended to 11th October but generally, it is going very well.

ACTION MY to update the Exec on the new staff matters process if no longer part of this agenda.

11. DATE OF NEXT MEETING

Wednesday 4th November 2020 at 3pm in the Board Room

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