

**University of Gloucestershire Students' Union Management Committee**

**Minutes of the meeting held 25 October 2022**

Present: JC, BF, KH, PA, EH, BT

Apologies: EB

<b>Actions</b>	<b>Who resp</b>	<b>Date due</b>	<b>Status</b>
To ask Simon Witcombe about eligibility for the Janet Trotter Trust.	EH	Next Meeting	Toby is to speak to Simon. Toby is also looking at other funding alternatives. It may be that funding is not needed for a researcher.
To meet with Toby to research funding options for the international students' campaign.	EH	Next Meeting	Done
To meet with EH to discuss planning the international students' campaign. EH needs assistance writing the funding applications.	EH	Next Meeting	Done
To draw up a stock response to common queries from international students including appropriate university contact details.	Officers with Staff Assistance	Next Meeting	<b>Action:</b> Officers to book a meeting for after graduation.
To meet with EM to discuss their events now that they know the campaign budgets.	Officers	Next Meeting	Done
To raise at SULG the issue of where an increased number of international students will live.	Officers	Next SULG Meeting	A good response was not received. Students have fed back that applying for halls is straightforward but expensive but private sector accommodation is hard to find. EH will raise the issue in a meeting with Stuart Dove.

<b>Actions</b>	<b>Who Resp</b>	<b>Date</b>	<b>Status</b>
To make a decision about showing the World Cup in SU bars.	Officers	Next Meeting	<b>Agreement:</b> The World Cup will not be shown in SU bars. NR is to add a page on the website detailing the rationale for the SU decision. This will be detailed under the sport section of the website.
To contact local chippies to enquire if they will bulk deliver to campus for an event.	PA	Next Meeting	EH thinks it would be good to hold this in January. JC believes the funding is in place. There is a commercial partnership with Coconut Tree.
To look into doing the three peaks of Gloucester, for example, Leckhampton, Cleeve and Crickley hill	PA	Next Meeting	PA to speak to Dan and Beck. It will be an SU activity and challenge.
To send EH any data that they have for the TEF student submission.	Officers	Next Meeting	BT believes Toby has sent through information. EH has not received this but it may have been sent to the researcher.
To enquire from the teams whether there is an interest in running reunion events.	PA	Next Meeting	Reunion will take place.

<b>Actions</b>	<b>Who Resp</b>	<b>Date</b>	<b>Status</b>
To speak to Endsleigh about insurance for Sports Reunion.	EB	Next Meeting	PA would like the alumni insured to play casual sports fixtures. <b>Action:</b> PA to send EB details of the specific sports which will be played. JC wants to know if current students will be insured and members of the other team.
To speak to DC about physio, first aid and the Folley for Sports Reunion.	PA	Next Meeting	PA had a brief discussion with DC but needs to discuss this further.  Carry over.
To share on their channels that graduation merchandise needs to pre-ordered by 31 October.	Officers	Next Meeting	Done

#### Item

1.	<b>Welcome and Apologies for absence</b>  PA welcomed attendees to the meeting. EB sent her apologies.
2.	<b>Minutes of the last meeting</b> The minutes of the last meeting were agreed.
3.	<b>Priority Campaigns:</b> <ul style="list-style-type: none"> <li>- <b>Cost of Living</b> PA is meeting with IT and libraries about the cost of fines. They are going to try and reduce them.</li> <li>- <b>Access All Areas</b> EH is going to meet with BH about marketing for Access All Areas. The focus is primarily on supporting educational needs for international students but it is open to all students. EH is also going to meet with Carla from international recruitment about fraud. There have, for example, been two cases of stolen credit cards being used to pay university fees. At council they are talking about increasing international student numbers. The SU needs to know how they will be found accommodation and helped with visas. EH will also speak to Carla about this. EH has a joint partnership with the</li> </ul>

	<p>job shop. There will be an international students focus day on Thursday although it will be open to all students. This will be a co-branded event. EH will have a presence at the job shop every Thursday.</p> <p>- <b>Never OK</b></p> <p>BT has met with TG and EM. She is planning on holding an event in February. BT is waiting to hear from the council.</p>
4.	<p><b>Equality, Diversity and Inclusion</b></p> <p>- <b>Women's Plus Safety</b></p> <p>BT is going to have a meeting with Chloe Hall about another 'Girls' Night-In' event. BT is also going to collect data on the night-time economy from students to feedback in meetings with the night-time economy. TG has sent out a survey to venues with a deadline. Only one response has been received so far.</p> <p>The university have created a video about the use of pronouns. The SU is to discuss how the university can better support students in the public eye with their pronoun usage.</p>
5.	<p><b>Brit Challenge</b></p> <p>JC said that this could be a 'rowathon'. It would include activities that are not normally offered by the SU. The money raised would aim to improve the mental health and fitness of young adults and students and raise funds for charities and BRIT.</p> <p><b>Agreement:</b> It was agreed that the SU would not take part in BRIT as it does not align with any of the officer's campaigns.</p> <p><b>Action:</b> PA to look into doing the three peaks of Gloucester, for example, Leckhampton, Cleeve and Crickley hill.</p>
6.	<p><b>TEF Student Submission</b></p> <p>The university is writing a submission for the Teaching Excellence Framework. The SU is also writing one and will need to ensure that it corresponds with the university's submission. The purpose is to ensure that HE institutions provide a standard outcome. There is a bronze, silver and gold standard if you are exceeding benchmark expectations. Organisations that do not meet the benchmark standard cannot charge full fees. JC, EM and EH are working on their submission. EH is meeting with Amanda Peele and Jenny Hill as part of a working group. The submission will take up a lot of EH's time in December and January.</p> <p><b>Action:</b> Officers to send EH any data that they have for the TEF student submission.</p>
7.	<p><b>Mental Health Charter Self-Assessment Submission</b></p> <p>The university wants to achieve this award. BT is the lead contact. EM is currently working on the relevant themes, for example, accommodation and student experience. The university is just aiming to achieve the basic standard rather than the gold award. As part of the assessment, an inspection will take place of all student services that support mental well-being. University sport will be involved as well as Student Voice.</p>
8.	<p><b>Sports Reunion</b></p> <p>Every year there has been a series of events for old and current students around the time of graduation in November. Previously the event would be quite alcohol focussed. JC said that the event either needs to make lots of money or be of benefit for the SU's students. There are lots of opportunities and threats with involving old</p>

	<p>members. Last year there was the opportunity to hold fixtures but very few students did this. Most students just want to meet and socialise.</p> <p>PA thinks that non one will go to an SU event.</p> <p>JC that the SU should issue guidance to teams and warn them of the risk. The Folley could be booked but it would need to be marked up for football. Someone would have to work on a Saturday for the event.</p> <p><b>Action:</b> PA to enquire from the teams whether there is an interest in running reunion events.</p> <p><b>Action:</b> EB to speak to Endsleigh about insurance for Sports Reunion.</p> <p><b>Action:</b> PA to speak to DC abut physio, first aid and the Folley for Sports Reunion.</p> <p>JC said that alcohol would have to be forbidden but then a bar would need to be set up. Teams and Social Secretaries need to know that they are not required to hold an event if they do not want to.</p>
9.	<p><b>Any Other Business – To be notified to Chair in advance</b></p> <p>- <b>Graduation</b></p> <p>EH has a fitness to practice hearing that keeps being moved and now clashes with graduation. The meeting is a formal hearing with TM and needs to be in a private space.</p> <p>JC suggested one of the other two Officers speak at Graduation on this day.</p> <p>BH is waiting on timings before arranging the staffing for graduation.</p> <p><b>Action:</b> Officers to share on their channels that graduation merchandise needs to pre-ordered by 31 October.</p> <p>- <b>TOTUM (Student Discount Card and App)</b></p> <p>BH is working on this but there is no firm plan yet.</p>
10.	CLOSE