

Executive Meeting

18th November 2019, 4-6pm

Location: MH 222

Members: President, Ross Loveitt (RL), Vice-President Education, Alpha Jallow (AJ), Diversity Officer, Paula Couto (PC), Communities Officer, Ashlea-Jayne Mallett (AJM)

In Attendance: Representation and Advocacy Coordinator, Cassie O'Boyle (COB), Guild Manager, Sarah Kerton (SK)

Apologies:

Item	Title
1	AJM introduced the meeting, there were no apologies to be noted and all members of the executive were present.
2	No conflicts of interest were declared.
3	The minutes of the previous meeting were approved with edits.
4	<p>The action log was updated with progress on outstanding actions. PC raised the concern related to the timetable clash between International and Eco Society. While this incident has been resolved, the executive noted the need to review the process of booking the GuildSpace for the future. SK noted that this conversation was particularly operational and while there should be direction from the executive, the new role of Development Coordinator and the Project Coordinator would be leading on solving some of these issues.</p> <p>RL updated the executive on the meeting with Society Leaders from last week. PC has created a short document outlining the concerns and solutions raised in the meeting. RL, PC and the Society Leaders are going to meet with the University Secretary on the 19th November 2019 to discuss these issues further and the potential to develop a Sports Strategy.</p> <p>SK updated that she had been in contact with Nightline but had not yet received a reply regarding the renegotiation of contribution from UCB Guild.</p> <p>SK noted she was waiting for a meeting with International Society in order to sort out the issue related to cash payments and their membership lists. SK raised generally the need</p>

	<p>to meet with all Society leaders to hear about how they are doing and what they might need support with. It was noted that this was important it came from the executive as their elected leaders and PC agreed to organise times for each of the groups to meet with a member of the team.</p> <p>Action 4.0: PC to organise the executive to meet with all the societies.</p> <p>Action 4.1: Meet with all societies by 2nd December</p> <p>Action 4.2: Provide an update to the Executive about the meetings with society leaders.</p>
5	<p>The executive approved Bakery Society. COB was designated as the key staff contact.</p> <p>Action 5.0: COB to meet with Bakery Society to discuss their next steps.</p> <p>The executive approved Men’s Volleyball. AJ was designated as the key staff contact. RL highlighted a need to manage the groups expectations as it would not be possible for the Guild to organise their friendly games or competitions for them.</p> <p>Action 5.1: AJ to meet with Men’s Volleyball to discuss their next steps.</p>
6	<p>No paper was received from Cheer regarding a development funding bid for Cheer Mats. SK noted that the executive do not have the power to approve £7K worth of funding and this would need to be referred on to the trustee board for approval.</p> <p>SK asked the executive for an update on the Rugby budget. Their budget is not matching or hitting the requirement needed for Gold. Currently they only have enough money for 2 hours of practice per week and cannot afford 4 hours. RL updated that he has been doing development work with the group and is supporting them to reduce the cost of transport as well as supporting them with potential grant bids from RFU. RL will keep the executive updated on this.</p>
7	<p>AJM updated the executive on conversations with the University regarding the opening of the Dance Studio and Sports Hall. Currently, UCB cannot justify the standardisation of hall opening times with no activity in there. RL highlighted that this linked to the Sports Strategy as well as wider conversations he is having with the University about Halls & Accommodation and the programme the University are leading on to develop a more</p>

	<p>attractive offer in the Maltings. AJM noted that there needed to be a short-term solution to ensure student activity could still take place on a Wednesday afternoon.</p> <p>Action 7.0: AJM to organise a short-term solution with UCB regarding the opening of the Sports Hall & Dance Studio for the upcoming weeks.</p> <p>Action 7.1: AJM and RL to work together to develop a proposal for the opening of the Sports Hall & Dance Studio in the long-term.</p>
8	<p>The executive discussed the need for consequences to be in place for Captains who have not paid membership and for non-members who are competing in sports. SK noted the consequences had to be actions that they were able to implement and suggested one way of monitoring could be via the team sheets submitted.</p> <p>Action 8.0: Meet to discuss potential consequences for society leaders and non-paid members.</p> <p>Action 8.1: Write a paper with recommendations for the executive regarding consequences for society leaders and non-paid members.</p>
9	<p>COB asked for an update from RL and AJ about the changes to the EC procedure. These changes have been approved at Academic Board and so a conversation would need to be had with the University about potential changes moving forward.</p> <p>Action 9.0: AJ to organise a meeting with relevant stakeholders about changes to the EC policy.</p>
10	<p>The executive agreed that the process for removing a sport from BUCS would be a paper to the executive meeting for discussion.</p> <p>Regarding Basketball missing a BUCS game, SK highlighted a need to follow up on the BUCS regulations as AJM had let the away team know they were unable to compete at the time suggested. This would in fact not be a walkover.</p> <p>Action 10.0: AJM to follow up with the away-team that the Women's basketball played to decline a walkover and sort issue with BUCS.</p>

11	<p>The executive received an update about Course Based Societies. COB presented a SWOT analysis highlighting key areas of development and the current progress of the project to date. Some of the weaknesses were related to groups that traditionally struggle to engage in the Guild and some work would need to be done with Staff Champions to make progress in this area. RL highlighted where we were at was already a success and this needed to be celebrated. PC suggested for events, each group could put something on near to Christmas.</p> <p>Action 11.0: COB, RL and AJ to meet to discuss areas of weakness for CBS and how to tackle them.</p>
12	<p>No update was received as there has been no progress on this area of work.</p>
13	<p>SK asked the executive on their preferences for the Christmas Meal/celebration as a team.</p>