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The Students’ Union Executive Committee

Chair: Kolawole Samuel Olure (President)

Secretary: Em Harvey (Representation Project Manager)  
Minute Secretary: Rhian Lister (Representation Coordinator)

Location: Meeting Room 1 (Frenchay Campus) / Online (Microsoft Teams)  
Date: 12 November 2024

Time: 17:30 - 19:30

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| 1. **Welcome, Apologies & Housekeeping**   The Chair will welcome members to the meeting, make apologies from any members who are not present, and go through any necessary housekeeping for the meeting.  **Present:**  Kolawole Samuel Olure (KSO, SU President & Chair)  Em Harvey (EH, Representation Project Manager & Secretary)  Rhian Lister (RL, Representation Coordinator, Minute Secretary  Lubnya Gardezi (LG, VP Comm & Welfare)  Muhammad Habib (MH, VP Sports & Health)  Umar Abbasi (UA, VP Socs & Comms)  Fayaz Abdul Kareem (FAK, Men’s Welfare Officer)  Noah Gouveia Gois (NG, Disabled Students’ Officer)  Mohammad Muhit (MM, International Students’ Officer)  J Male (JM, Trans Welfare Officer)    **Apologies received:** Khadiza Hossain (VP Education), Ashlynn Htun (Sustainability Officer), Adelaide Miles-Nielsen (LGBT+ Officer)  **Absent:** Mercy Olorunda (Glenside Campus Officer), Jason Budd (City Campus Officer) | Chair |
| 1. **Introductions**   The Chair will invite members to introduce themselves with their name, pronouns, and role. | All |
| 1. **Actions from Previous Meeting**  * **SU President to speak to Commercial about labelling and increased gluten free options**   + Action closed - KSO had communication with commercial who confirm a gluten free menu   + ACTION: LGBT+ Officer to let KSO know if any further ideas in next Exec meeting. * **International Students’ Officer to send feedback from Bower students to SU President before the meeting with First Bus**   + Ongoing action - Still waiting for response from First Bus following meeting, hoping the buses will be nationalised. * **SU President to link International Students’ Officer into work on International Student Support Group and International Student Forum.**   + Ongoing action - KSO – having a chat with Opportunities Manager 13/11 * **VP Education to include Disabled Students’ Officer into meetings and conversations about reasonable adjustments to deadline**   + Ongoing action – meeting to take place 18/11 14:00 – 15:30   + ACTION: VP Education to give feedback from students then talk through next POAs.   + ACTION: JM to get involved in this action. * **Disabled Students Week – Reps Project Manager to introduce Disabled Students’ Officer to UWE contact that reached out to create content**   + Action closed - NG has been in touch and made plans with Dani with the filming |  |
| 1. **Confirming Minutes from the Previous Meeting**   The Chair will invite members to request any necessary changes to the minutes of the previous meeting before voting to approve the minutes as an accurate reflection of the previous meeting’s business.   * Executive members confirmed minutes following the meeting. | Chair |
| 1. **Presidents Manifesto Updates from last Exec**   The Chair and Vice Presidents will give an update on their manifesto points and update group on how they can support in their role  SU President   * Raised £3000 for community larder and now have £10,000 for community larder * Working on assessment offenses, complaints etc.   + Organised meeting with Cathy Smith from CBL, looking at assessment offenses within this college and how this will be looked into and the impacts, especially for international students * Looking at IT and Infopoint with UWE about joining these services together to make it easier for students   + NG has heard a lot of complaints from disabled students about the IT services – putting student number in every 3 days when they want to sign into BlackBoard.   + MM says this is due to security reasons while there is the move to Sharepoint   + ACTION: NG to send this feedback on IT Services to Sam and Sam to action this. * Sabbatical Officer day follow up   + ACTION: KSO to follow up with Clare and Carla Denyer with matters discussed   VP Community & Welfare   * More members of the wellbeing committee, if anyone would like to be involved from student groups then contact VP Comms & Welfare * Black History Month was a good event, panel discussion with those part of Reclaiming Narratives * Had a session with career team to discuss how students can benefit from UWE careers – will upload video on this * Having a live session with UWE wellbeing team * Had a discussion with Becky from Drugs & Alcohol * Planning multi-cultural event with UA in February   VP Sports & Health   * Awareness of sport clubs for more students to know about the variety at UWE * Introducing sport clubs across all 3 campuses to raise awareness * Work in Black History Month in football and basketball – helps organise INF for inclusivity * Mental health – organising workshops and counselling for mental and physical health * Working on Bower and Glenside sport provision * Working on gym equipment – looking to improve this   VP Socs & Comms   * Working on Men’s mental health awareness   + ACTION: FAK to get in touch with VP’s contact for Men’s mental health * Working with International Students Officer for International students’ week – covering the various support opportunities provided by the university to support international students on the problems they may face * International Students Week to take place start of next year. * Collaborating with Socs to increase number of engaged students e.g. Moustache society organised Movember event, Arab society and Chess Society are hosting events. * 14/11 7 socs are looking to organise a big quiz event together * Reminds PTOs he is happy to work with them if they would like to * Would like to organise a 1 day Glenside and 1 day Bower societies day, to encourage more students to get involved. Getting good engagement from societies. * Presidents worked with NUS and MPs including COL, Visas. Managed to get in touch with Carla Denyer (Bristol MP.   ACTION: For all presidents to give as much notice as they can when they have a meeting so that people can join e.g. PTOs. | Chair & VPs |
| 1. **PTO Updates from last Exec**   For Discussion: Each Part-Time Officer is invited to properly introduce themselves to the Executive and give an update on the work they have been doing / would like to do in their role.  International Students’ Officer   * Support for employability opportunities – been working with UWE careers * Idea of a job application resource to go on the SU website – includes a video tutorial on making a job application   + Been in touch with Sam and Clare (Staff buddy) to implement * Designing roadmaps for international week with VP Socs and Comms   Disabled Students’ Officer   * Been in touch with staff buddy to discuss next steps within role * Arranged filming for Disability Awareness video * Would like to arrange a charity shop crawl for disabled students   Men’s Welfare Officer   * Wants to work with health clubs and committees on men’s health and welfare * Will reply to Phil (staff buddy) about opportunities to collaborate with SU with events   Trans Students’ Officer   * Trans awareness week starts 13/11 * Collaborating with LGBT+ Officer – trans affirmation fund to go live on 14/11 * Has social media content for each day of the week * Having conversations with UWE on the name change process at UWE * NUS liberation conference next week have a workshop at UoB next week so been trying to get students involved * Looking at trans regulations in BUCS – working with Opportunities team | PTOs |
| 1. **Student Council**   An overview on what Student Council is and what you need to do to prepare  EH outlines the purpose of SC.   * Objective: Bye-law 6 – to have direct scrutiny of the Presidents * Student Council members elected in Sport, Socs and Student Rep Conference   + In Rep Conference there were 32 candidates * Elected Democratic Procedure Officers (Viljo and Jayden) facilitate the conversations * Can veto and pass Student Ideas brought from Exec * Reps Team support SC but this is run by students for students to hold Presidents and PTOs to account. * Not mandatory for PTOs to attend. * Meet 3 times in the academic year * Any student member of the SU can attend as an observer * Representation team to give guidance to members so they know how to properly scruitinise * Members should gather and receive feedback from their student groups to bring to student council | Secretary |
| 1. **Student Ideas Voting**   The Secretary will invite members to discuss the Student Ideas which have passed and are awaiting approval by the Executive.  No Student Ideas closed but 4 currently being voted on, details can be found here:   * Plant-Based Universities Campaign for a 100% Plant-Based Transition at UWE * More creative clubs at The Students' Union at UWE * In-post lockers on campus * Reduced bus tickets between Frenchay Campus and the City Centre   Voting will close on 3 December so will be discussed and voted on in the next Exec meeting (4 December) | Secretary |
| 1. **AOB**   Members will be invited to raise Any Other Business (AOB) for the meeting to consider.     * PTOs to please get in touch with their Staff Buddies so they can best support * ACTION: KSO and EH to meet and assign President Buddies to PTOs. * Teams and email are the best way to get in touch with the Executive. * VP Comms: international students struggling with Visa expiries and resits/graduations - students are getting delayed feedback also * KSO – students should reach out to Advice Centre so that we can gather statistics from advice. * ACTION – all Presidents and PTO to signpost to Advice Centre with visa issues * KSO – international students experiencing finance struggles | All |
| 1. **Date of the next meeting**   The Chair will confirm to members the dates of the next meetings:   * Student Council – 21st November 2024, 5X107 * Executive Committee – 4th December 2024, Meeting Room 2 | Chair |