

Student Council

Tuesday 6 February 2024 6.00pm to be held online via Zoom

Agenda

1. Welcome and Apologies

Members are reminded:

- The meeting will be recorded and also live streamed.
- Please be respectful towards each other at all times.
- Please use the 'raise hand' function if you wish to speak during the meeting.
- Please remember to keep yourself muted during the meeting, unless asked to speak.

2. Chair's Introduction

3. Minutes of Previous Meeting *(see presentation at meeting for this item)*

Student Council are asked to **approve** the minutes of the last meeting of Student Council held on **12 December 2023**.

4. Minutes from Sub-Committees *(appended at end)*

Any minutes from meetings of the Sub-Committees will have been circulated in advance and will be taken as read. Council members and any students attending will then have the opportunity to put questions to the relevant Chairs/members.

1. BLSA Board - *none received*
2. Club Sport Board - *none received*
3. HSS Board - *none received*
4. Postgraduate Board - 9 November 2023
5. S&E Board - 29 November 2023
6. Societies Board - *none received*
7. Student Media Board - 8 November 2023 & 29 January 2024
8. Sustainability Board - 27 September & 24 January 2024
9. Volunteering Board - *none received*
10. Welfare and Communities Board - 5 October 2023, 16 November 2023 & 18 January 2024

5. Reports from and Questions to the Executive Officers

The Executive Officers will have submitted written reports on their work so far this year in advance of the meeting, and which will be taken as read. They will be invited to give a brief

verbal report highlighting any particular matters of interest, Council members and any students attending will then have an opportunity to put questions to the Officers.

Executive Officer Reports (*appended at end*)

Reports have been received from the following:

- Matthew Beach (VP Liberation, International, and Postgraduates)

Any students wishing to ask questions are asked to notify the Secretary (b.coales@qmul.ac.uk) before the meeting so that they can be given access to the meeting as participants, rather than just watching the live stream.

6. Students' Union's New Strategic Plan

The Students' Union's New Strategic Plan will be launched to Student Leaders on **Thursday 15 February**. The event will take place in the **Blomeley Rooms, Students' Union Hub** at the **Mile End campus** from **11.30am - 1:30pm**. Drinks and snacks will be provided 😊.

7. Bye-Law Changes

Amendments are proposed to the following Bye-Laws:

- Should the Students' Union amend the Bye-Law 6 (Elections) to allow the candidates budget limit to be reviewed annually and extend the time-frame for submitting declarations of expenditure?**

Proposed by: Serena-Amani Al Jabbar (QMSU President)

Seconded by: Matthew Beach (VP Liberation, International and Postgraduates) and Aisha Qadi (VP S&E)

What do you want?

To amend the Election Bye-Law to allow the budget limit for election candidates to be reviewed annually, and to extend the time-frame within which candidates submit declarations of expenditure.

Why do you want this?

The budget limit for election candidates had not been increased for many years - at least 10.

The main purpose for imposing a budget limit has always been to ensure a level-playing field, so that candidates with deeper pockets are not able to outspend those less well-off. This principle is maintained under the new arrangements.

Very few candidates have ever re-claimed their election expenses (despite reminders that they can) and I am assured that we have sufficient budget to cover any increase.

Given the cost-of-living crisis, it is planned to stress the point around reimbursement in the Candidates Meetings, and state: 'if you have any concerns about the budget or paying the costs upfront, please speak to a member of staff' to give candidates an opportunity to make special arrangements if they are particularly concerned about the costs.

Going forward, the Bye-Law amendment would remove specific amounts with a provision for the maximum budget limits to be agreed annually by the Returning Officer/DRO and the Board of Trustees.

We also need to review the current requirement for candidates to submit declarations of expenditure at least one hour before voting closes. In practice hardly anyone does, and it is not possible to chase every candidate - especially when we know that most PTO candidates spend very little and hardly ever re-claim anything.

It would seem more sensible to require declarations from the elected Executive Officers after the results have been announced and to allow anyone to request a declaration from an elected PTO should they have concerns about their expenditure. Obviously, any candidate, successful or otherwise, may re-claim their expenses and would need to submit a declaration to do so - in which case we should set a time-frame after the election within which they may do so.

Delete:

5.2.1 The maximum budget a candidate can spend on their campaign will be dependent on whether a candidate is running by themselves or as part of a slate. The following are the maximum candidate budgets:

- i) 1 candidate has a maximum budget of £50;
- ii) 2 candidates on a slate have a maximum combined budget of £75;
- iii) 3 candidates on a slate have a maximum combined budget of £87.50;
- iv) Slates with more than 3 candidates will have a maximum combined budget of £87.50 plus an additional £12.50 for every additional candidate over the 3 candidates.

Add:

5.2.1 The maximum budget a candidate can spend on their campaign will be dependent on whether a candidate is running by themselves or as part of a slate. The maximum individual candidate budget will be reviewed annually by the Returning Officer and published on the Candidates' webpages and announced at the Candidates' Meetings.

- i) 2 candidates on a slate will have a maximum combined budget of 1.5 times an individual candidate;
- iii) 3 candidates on a slate have a maximum combined budget of 1.75 times an individual candidate;
- iv) Slates with more than 3 candidates will have a maximum combined budget of 1.75 times an individual candidate plus an additional 25% of the individual candidate budget for every additional candidate over the 3 candidates.

Delete:

5.2.4 A candidate expenditure form must be submitted at least one hour before the close of voting to the appropriate staff member with accompanying receipts evidencing any campaign expenditure. If candidates do not spend any money during the course of their campaign this must be made clear on the submission.

- ii) The candidate expenditure form was submitted at least one hour before the close of voting in accordance with 5.2.4;

Add:

5.2.4 All elected Executive Officers must submit a candidate expenditure form within five working days after the day on which voting closes, with accompanying receipts evidencing any campaign expenditure. If candidates do not spend any money during the course of their campaign this must be made clear on the submission. All other candidates must retain evidence of any election expenditure and may be required to submit a candidate expenditure form if requested to do so within five working days after the day on which voting closes, should any concerns of their level of expenditure be raised with the Returning Officer. All candidates who wish to claim reimbursement of their election expenses must submit a candidate expenditure form, with accompanying receipts, within five working days after the day on which voting closes.

- ii) The candidate expenditure form was submitted in accordance with 5.2.4;
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b) Should the Students' Union amend Bye-Law 6 (Elections) to make it easier to fill part-time officer positions that remain vacant after by-elections?

Proposer: Amaan Abbas (VP Barts and The London)

Seconder: Matthew Beach (VP Communities)

What do you want?

Change the process for filling part-time officer positions that remain vacant after the main elections and by-elections, as outlined in Bye-Law 6 (Elections), by changing the number of votes required for Student Council to approve a candidate for a vacancy:

3.6.6 Should a Part-Time Officer position remain unfilled after the Spring elections, Autumn elections and any subsequent re-open nominations period, the vacancy may be filled as follows:

- i) Nominations shall be kept open until either the position is filled, or the final Student Council meeting for that academic year has passed.*
- ii) A candidate may nominate themselves at any time by submitting a written statement (a maximum of one side of A4) setting out why they should be considered for the position. At this point nominations shall be closed and the statement forwarded to all members of Student Council for consideration.*
- iii) Student Council shall then be asked to vote in an online poll as to whether they agree the candidate should be appointed to Student Council for the remainder of that academic year. At least 1/3 of Student Council members must vote in favour for the vote to pass.*
- iv) Should more than one candidate come forward at the same time, Student Council shall be asked to choose between the candidates.*

Why do you want it?

In the last couple of years, we have seen multiple cases where a candidate has applied to fill a vacancy, but due to the minimum number of votes required to approve their application, the role has remained unfilled for more than a month (in some cases several months). Students' Union staff have implemented a system of repeated reminders for Student Council to cast their votes, but the problem persists.

The delays have a negative impact on the candidate, who may feel demotivated or lose interest in the role. While the role is unfilled, students from the relevant part of the student body don't have effective representation on Student Council. Once the candidate has been approved by Student Council, they have less time in office to complete their projects and work on their priorities, making it difficult for them to create change and achieve their goals.

Quorum for Student Council is 1/3 of Student Council members, and by bringing the required number of votes in line with quoracy for Student Council, we will maintain a robust process for filling vacancies while speeding up the process for the benefit of candidates and the students they represent.

What impact will it have?

By changing the bye-law, we will achieve the following impact:

- Fill vacancies more effectively and reduce the time roles remain vacant.
- Improve the experience for candidates and help them to maintain motivation.
- Improve representation of students by having fewer unfilled roles.

c) Should the Students' Union amend Bye-Law 8 (Part-Time Officers) to restrict those standing for Election of Sports Officers, or Societies Officers in future elections to students who belong to a relevant student group?

Proposer: Amaan Abbas (VP Barts and The London)

Secunder: Serena-Amani Al Jabbar (President)

What do you want?

To restrict those able to stand for the position of Sports Officer to students who are members of a Students' Union sports club, and to restrict those able to stand for the position of Societies Officer to students who are members of a Students' Union society.

Why do you want this?

It has become apparent that some students who are elected to the position of Sports Officer and who are not members of a Students' Union sports club are less engaged with the role after their election. This can result in under-representation of students who are engaged in club sport, and to a dysfunctional Sports Board, which impacts negatively upon the experience of all students who are members of sports clubs.

It is felt that students who already have experience of club sport are likely to be more engaged and effective Sports Officers.

It is already the case that Students who serve on the Club Sport Board must be members of a Students' Union sports club.

The same requirement should apply to those standing for Societies Officer positions.

A similar requirement was introduced for the position of Commercial Services Officer, whereby candidates are required to be members of Students' Union, and this has seen a marked improvement in their engagement with the role.

Add

1.2

iii) Students standing for the positions of either Sports Officer (ME), or Sports Officer (BL) must be a full member of a Students' Union Sports Club at the time of their nomination.

iv) Students standing for the positions of either Societies Officer (ME), or Societies Officer (BL) must be a full member of a Students' Union Society at the time of their nomination.

d) Should the Students' Union change Bye-Law 8 (Part-Time Officers) to introduce a new part-time officer role for Degree Apprentices and change Bye-Law 10 (Course Representatives) to introduce a new Degree Apprenticeship Forum?

Proposer: Aisha Qadi (VP Science & Engineering)

Seconder: Serena-Amani Al Jabbar (President), Amaan Abbas (VP BL), Matthew Beach (VP Communities), Tahmid Khan (VP Welfare), Jovani Palnoni (VP HSS)

What do you want?

To introduce a new part-time officer role to represent Degree Apprenticeship students across all levels of study and academic areas, by inserting the following clause in Bye-Law 8 (Part-Time Officers):

8.2 xiiii) The Degree Apprenticeship Representative shall represent all students enrolled in Degree Apprenticeships and shall be the chair of the Degree Apprenticeship Forum.

To introduce a new Degree Apprenticeship Forum to facilitate collaboration and coordination between the Degree Apprenticeship Course Representatives and the Degree Apprenticeship Representative, by inserting the following clause in Bye-Law 10 (Course Representatives):

6. Degree Apprenticeship Forum

6.1 Degree Apprenticeship Forums should be held to facilitate collaboration and knowledge sharing between Course Reps for Degree Apprenticeship programmes, the Degree Apprenticeship Representative and the Faculty VPs.

6.2 Degree Apprenticeship Forums should be held at least once per term.

6.3 Degree Apprenticeship Forums are organised, chaired and minuted by the Degree Apprenticeship Representative, with support from Students' Union staff members.

6.4 At the first Degree Apprenticeship Forum of the academic year, the members of the Forum elect among themselves a Deputy Chair. If the Degree Apprenticeship Rep is absent or the position is vacant, the Deputy Chair shall be responsible for the Degree Apprenticeship Rep's duties in relation to the Degree Apprenticeship Forum, including liaison with the Faculty VPs and relevant staff members to ensure feedback from the Forum is passed on to relevant parties.

Why do you want it?

Since degree apprenticeships were introduced at Queen Mary in 2015, the number of degree apprenticeship students has increased significantly, and multiple pathways are now offered at undergraduate and postgraduate level. The degree apprenticeship experience is significantly different from the general student experience due to the split between campus-based learning and practice-based learning at the degree apprentice's workplace, making it difficult for existing representative roles to effectively represent the interests of degree apprentices.

As degree apprenticeships is a new area, it is essential that students have an effective way to be heard and feed into key decisions about the teaching, learning and the wider degree apprentice experience, and by having a dedicated representative role for these students, we can ensure that they are effectively represented. The role will give the Students' Union the opportunity to increase engagement with this new and growing group of students, ensuring we are inclusive and relevant for all students.

What impact will it have?

Degree apprentices will have a dedicated representative who understands the nature of the student experience for degree apprentices. They'll have a clear voice, and there'll be a clear point of contact between the university and the student body. Should this role remained highly engaged, opportunities to propose split faculty degree apprentice roles can be considered.

This change will also make Queen Mary a leader in the sector, providing a unique opportunity to show our commitment to inclusion and representation of all students, including degree apprentices.

8. Motions

a) Should the Students' Union hold a Hinduphobia/Hindu awareness month in April?

Proposer: Niyati Yajnik

Secunder: Dhairya Govardhan

What do you want?

A Hinduphobia/Hindu awareness month in April to raise awareness about Hinduphobia that occurs on campus and how Hindu students can receive support. It also builds awareness around the religion and celebrates its culture through various events to make Hindu students feel welcome and included at the university.

Why do you want it?

In recent months there has been a rise in Hinduphobia that we have received reports on and I do not feel like these students are aware of the support they can get from the university. Additionally, I do not feel the representation of Hinduism is enough at Queen Mary's and there needs to be more done to show the Hindu students that they can practice their religion freely and openly even while they are at university.

What impact will this have?

Having a Hinduphobia awareness month will allow Hindu students to feel seen and will most importantly raise awareness and educate students about what support is available for Hindu students if they are experiencing it. It will also allow us to educate non-Hindu students on our culture and celebrate it during this month.

b) Should the Students' Union encourage educational heads of each school to make the trainings supported by the SU mandatory for their lecturers, or at the very least strongly encourage their attendance?

Proposed by: Juliette Buet

Seconded by: Adam Khan

What do you want?

Better attendance for diversity training sessions that have QM students' testimonies. I would like the SU to contact the educational head of each school regularly to encourage them to make the trainings supported by the SU mandatory for their lecturers, or at the very least strongly encourage their attendance.

Why do you want it?

Most diversity training sessions organised by QMUL are not compulsory and therefore the attendance is relatively low and only lecturers already interested in the diversity and inclusion topic will tend to attend, thus leaving big gaps in the progress of educational inclusion.

What impact will this have?

Hopefully better attendance to diversity & inclusion trainings, and therefore more inclusive education.

9. Policy Renewal

Policy Renewal

- 8.1 *Policy passed more than two academic years earlier shall be presented to Student Council with a recommendation from the Executive Committee to renew, embed or lapse.*
- 8.2 *Any policy that is renewed will be debated again after 2 years.*
- 8.3 *Any policy that is embedded will be considered permanent policy until Student Council brings it back for debate to retain or lapse.*
- 8.4 *Recommendations shall require the approval of a simple-majority of Student Council to be passed and should be done in 1 vote for all policies at the same time.*
- 8.4.1 *Student Councillors should make clear to the Chair any individual recommendations they would like to be debated separately, the Chair shall bring these forward for debate before being voted on. The rest of the recommendations shall then be voted on in 1 vote.*
- 8.5 *A Union member may, at any time, bring policy that is considered to be out of date to the attention of Student Council to be debated.*
- 8.6 *Policies which exceed the 2-year limit for any reason shall be brought forward for debate at the next meeting of Student Council.*

The following policies are now due for review and may be lapsed, renewed or embedded:

These will have been discussed by the Executive Officers, who will have made recommendations for each - Serena can lead on this and the Executive Officers can take any questions.

Policy	Recommendation
QM Name Change Policy	Lapse
Opposition to Conflict in Ukraine	Lapse
Should the Union lobby the University to abolish the £50 instalment fee for international students?	Renew

Changes in Queen Mary Campus – Library in Mile End Opening Hours	Waiting for usage data that has been collected over Christmas 2023
Should the Union prioritise policies?	Lapse
Should the Students' Union lobby the University to install Bidets?	Lapse
Should the university abolish the £50 administration fee for Postgraduate Taught students who want to pay in instalments?	Renew
Impartial Pastoral Care	Embed
Community Campus Notice Boards	Lapse
Sanction an ongoing initiative to improve security for students	Lapse

10. AOB

Postgraduate Board

[9th of November 2023, 5:30pm, Microsoft Teams]

Attendance

Present

- Matthew Beach (MB) - Chair
- Bishoy Yassa (BY)
- Amarja Shivraj Pawar (ASP)

Apologies

- Prasiddhi Shahi - Postgraduate Taught Representative (HSS)
- Lei Yuan - Postgraduate Research Representative (HSS)

In Attendance

- Nicholas Anakwue (NA) - Secretary

Agenda Items

1. Welcome and Introductions

- MB invited everyone to make introductions, pointing out why they ran for the position and why they accepted the role.
- ASP introduced herself, highlighting her motivation for running in enabling effective communication between postgraduate staff and students, and making sure that students have a good experience.
- BY explained that his acceptance of the role is by default to represent the Barts and the London and highlights his motivation as his interest in representing the university more and finding this opportunity to do that effectively.
- MB offered context to the Postgraduate Research Representation Assistant role occupied by NA as secretary to the board, as one that is new, and aims at enabling greater representation of postgraduate students on the Student Union.

2. Adopt Terms of Reference (ToR)

- Members expressed inability to access the ToR in earlier meeting invite mails and are given some time to download the document and read it in view of discussion and adoption.
- BY pointed out that the names of the board representatives of Barts and the London are not included in the ToR appropriately.
- BY further pointed out two significant challenges that students have communicated to him so far, namely:
 - Struggle with high cost of living (rent and living expenses), especially for international students,

- High costs of courses and fees in general, that puts a lot of students in difficult situations.
- BY noted that while this has been discussed with the staff body, there is need to flag it as a student issue to hasten its discussion in Student Union meetings, and possible resolution.
- MB highlighted that since there are no current Vice Presidents for International Matters, it makes it difficult for the interests of international students to be adequately represented.
- MB committed to sending BY more information on who to discuss these complaints with.
- In absence of any other corrections on the ToR, members are invited to vote for adoption of the document.

Votes on Adoption of ToR

Members	For	Against	Abstain
Bishoy Yassa	✓		
Amarja Shivraj Pawar	✓		

- With all present members voting for adoption of the ToR, the ToR is adopted with minor amendments.

3. Student Union/University Structure

- MB gave a brief overview of the role of the PG board within the overall structure of the Student Union, emphasizing its mandate to discuss issues relating to postgraduate student experience, and to influence policy decisions that directly affects postgraduate students.
- MB emphasized the soft lobbying power of the board, within the Student Union body, and underscored the importance of enough student data to back the recommendations of the board for it to carry substantial weight.
- As such, MB stressed the importance of active representation to stimulate positive change and progress.
- Any issues beyond the PG board are dealt with by the Student Council. He also highlighted the impact of the PG board, with the example of the PG board's past recommendations on increasing pastoral care and support for postgraduate taught (PGT) and research (PGR) students. With the complications existing with the governance of PGTs, it had been difficult to implement this for the PGTs; however, following consultation with the Doctoral College, additional responsibilities for pastoral support have been included for PGRs.
- Further discussions with Student Voice, has also enabled that the issue of pastoral support be made an agenda item on the Education Quality Standards Board as well.
- MB explained to members their roles as board representatives, to liaise with other course representatives, to get actionable feedback from students, and get them actioned at board meetings.
- MB also pointed out that each member would have been assigned a staff support within the Student Voice team who would help with any issues, and that the 'Find My Rep' sheets on the QMSU website will be appropriately updated to reflect the newly elected reps.
- MB noted to share to members details of how to propose a policy conversation and put forward a motion. MB stressed the importance of interrogating why one would be proposing the motion, and what positive impact on student experience would the decision have, as key considerations to reflect on when proposing motions.

4. Review Student Council policies related to postgraduates

- MB shared with members details of the Student Council policies that relate to postgraduates, and invited members to study them later, and share comments and feedback on the policy items before next board meeting.

5. Interests/projects for the year ahead

- BY shared that he has been in contact with the Head of the Medical School to see how to increase the representation of course representatives at the Intercalation Fair, so that they can talk about their respective intercalated degrees.
- BY is also interested in getting the students more involved in international student events. BY also pointed out interest in contacting the international representative for Queen Mary as most of them are from the Barts and the London.
- MB pointed out that the international representatives are faculty-based, and that there is a role share for the Barts and the London, by the current international representatives, who are responsible for international student experience across all levels. MB also highlighted that the international representatives sit in the Welfare and Communities Board, headed by Tahmid.
- As such, MB noted discussing this further with Tahmid.

6. What the Chair is working on and how to get involved

- MB shared his work around three major points, namely:
 - Continuing the work of his predecessors in international student matters, such as additional scholarships for international students, decolonizing Queen Mary, increasing postgraduate representation in the Student Union, engaging further with Barts and the London postgraduate community,
 - Work with the Postgraduate Consultation Group (PGCG),
 - Sustainability work around better waste management, etc.
- MB highlighted existing gaps also with course rep positions, and the necessity of creating listservs through which postgraduate students can offer feedback directly. MB noted being in conversation with IT on accomplishing this task.
- MB pointed out work with the new Postgraduate Research Engagement Assistant on a specific communications plan/strategy for PG students and invited members to contribute ideas to help the process.

7. Meeting Times – PG Board

- Members noted the need to gauge availability for subsequent meetings ahead of time to enable better attendance.
- Members suggested that a doodle poll be used to determine availability of most members ahead of meeting times.

8. AOB

- MB highlighted the interest of the Careers and Enterprise Team to set up an employability certification for postgraduate international students, to enhance their employability chances, and graduate visa applications, etc.

- ASP pointed out the dearth of part-time work opportunities for students who are keen on working while studying.
- MB noted that this would be discussed with the Director of Student Experience to find solutions.

9. Adjournment

- The board meeting was adjourned at 6.33pm.

Action Items

Item	Key Responsible Individual	Due Date
Include board representatives' names for Barts and the London in ToR	NA	13 th November 2023
Send BY more information on contact in charge of international student matters to resolve cost of living challenges	MB	N/A
Send information on how policies are proposed and actioned, and how to put forward a motion	MB	Before next board meeting
Review Student Council policies and share feedback, comments, or questions on the document	All members	Before next board meeting

Science and Engineering (S&E) Board

Wednesday 29.11.23, 17:30, MS teams

Attendance

Present:

- Aisha Qadi, VP S&E, AQ
- Fahim Mahmadul Faisal, SEMS rep, FF
- Henriana Kombo Nguila Iyongo, SE welfare rep, HK
- Marya Ali Mahdi Ali Alaswad, SBBS rep, MA
- Oleg Aleksandrovich Bogachek, SE international students rep, OA
- Saloni Sandish Salian, EECS rep, SS

Apologies:

- Ishani Nandi, Welfare Officer S&E (IN)

In attendance:

- Kate Smith, Education and Course Rep Administrator, KS
- Divya Darowaz, S&E secretary

Terms of Reference (ToR)

- AQ checked the ToR for this year, and mentioned meeting quoracy has changed, so that only one third of people's attendance is required for meeting to go ahead.
- Members voted in favour of the new ToR

Introduction and Updates

- AQ, spoke about projects she's been working on, such as employability campaign and islamophobia awareness month.
- She's launching the employability campaign with VP of Humanities and Social Sciences (HSS) .She wants to include more employability principles within the curriculum and more authentic tests to reflect employability principles.
- AQ is organizing a meeting with employability leads of Careers and Enterprise and Queen Mary University academy people, this is to occur in the second week of December.

- AQ, wants to create a separate Extenuating Circumstances (EC) form for those that have chronic illnesses and disabilities.
- FF introduced himself as this year's School of Engineering and Materials Science (SEMS) rep, he spoke about how he campaigned to keep exams online.
- HK, has met the psychology student cohort to talk about the different pressures experienced by students, her and Ishani Ninanda (Welfare representative) have created a welfare student forum where S&E students can express their concerns.
- MA introduced herself as the elected School of Biological and Behavioural Science (SBBS) rep for the academic year and how she has been rep for previous years.
- MA spoke about how students in her department don't have much contact with their advisors and she went to committee meetings to discuss the issue.
- MA spoke to course reps of SBBS and asked them to provide feedback to head of years.
- OA, introduced himself as the SE- international student representative. He spoke with many other international student reps across London and UK.
- He has been working with the HSS- international student's rep on some projects which they hope to bring to life in the rest of the academic year. He is working to reorganise the international student forum which had been previously cancelled due to lack of university representatives.
- SS, introduced herself as School of Electronic Engineering and Computer Science (SEECs), she's been organizing a meet and greet celebration with students for week 7 (reading week) , however due to students having multiple deadlines at that time, this has been pushed to week 12.
- SS needs to send out invitations and to book a place and organize catering.
- SS has also been speaking to professors and course reps of her department to organise a "hackathon" project

Scrutiny

- AQ, introduced the new change implemented by student council whereby in every meeting there will be a vote for scrutiny for part-time officers (PTO).
- PTO have the right to vote if an officer should receive commendation, call for censure or loss of confidence.
- There have been no scrutiny votes for this meeting.

AOB

- FF concerned about changes in exam timing, he would like to extend the two-hour exams to four hours, however he is unsure on how to go about it.
- AQ suggested to FF to campaign for leniency in submission timing during exams and to conduct a survey to find a compromise.
- KS reminded members that school reps have school forum platform to discuss such issues, these occur once per term. She offered to give help to arrange it.
- KS let the other members know she manages the course rep newsletter and reps can use it to help their actions.

Student Media Board Minutes – Nov 2023

8 November 2023 (17:30), MS Teams

Agenda

- Meeting overview
- Review of Terms of Reference
- Updates from outlets
- Grant funding update
- Discuss development opportunities and where SU can support (eg external speakers)
- Any other business

Attendees

- Aisha Qadi – Executive Officer (Chair) (AQ)
- Ben Lang – Student Engagement Coordinator (Secretary) (BL)
- Lily Stuart – Station Manager of Quest Radio (LS)
- Yashna Khattry – Editor-in-chief of The Print (YK)

Minutes

- **Meeting overview**
- Introductions from AQ & BL.
- Introductions from LS & YK as the outlets in attendance.
- AQ provides overview of meeting and the function of the Student Media Board.
- The Student Media Board is made up of the Editor-In-Chief or Station Manager or equivalent for every Student Media Outlet of Queen Mary Students' Union who represent, develop and help steer the management of Student Media. It's a platform to provide updates on your outlet, discuss ideas and raise issues.
- **Review of Terms of Reference**
- Changes required to membership and staff supports.
- Change to language around quoracy. This is a universal change across SU subcommittees.

- **Updates from Outlets**
- **The Print (YK)**
- Positive start to the year. Have held elections for editorial positions, and they have elected a Copy Editor and Head Contributor with good interest in the roles.
- Contributors have been pitching articles to the editors. These need to be sent into SU for approval and then uploaded to website.
- A challenge has been the email account which has stopped working - it was originally set up in 2010 so is very old.
- Have built a new website where articles can now be uploaded. Luckily, articles from previous years were saved on Google Drive so these are currently being uploaded.
- Took a break from content promotion over the summer/early this academic year following issues with website and emails. Everything put on hold until more content is online so it's a better reflection of the outlet.
- Overall, outlet is functioning and people are excited to start writing and getting plenty of pitches in.
- **Quest Radio (LS)**
- Good start. It has been exciting to have the radio shows start up.
- Have been dealing with a lot of technical issues which has been a challenge. The technology in the studio is quite old and new members were trying to change things within the technology which created more issues and was stressful.
- However, boundaries have now been set with all the show hosts and they all now know how to use the technology properly. Hopefully there will be much less issues now.
- On the whole, both shows and social media presence have been going well. Hoping to run an event in the near future with a few other societies.
- **Grant Funding Update**
- AQ provides summary of the first round of grant funding applications. Quest granted £174.49 to cover Student Radio Association membership fee, new microphone stand & Radio Jar subscription payments from October to January. Circadian granted £670.00 to cover printing of Issue 9 & annual website fee through Squarespace .
- AQ informs outlets that the next application window is scheduled for December to January.
- AQ discloses there is still over £8000 in the funding pot which could create the possibility of a third funding round. Board members were asked if there was appetite for this from outlets

- YK says The Print is looking to run their first print of the year in January and then again towards the end of semester B. As a result, there would be interest in third round of funding to help fund these printing runs.
- LS says Quest would like a third round of funding. Flexibility on timing of this depending on when is best for the other media outlets. Hadn't realised that events could be funded through the grant funding so the funding would be especially helpful with this in mind.
- **Action point:** The plan is to proceed with the second round funding application window dates as they currently stand. This is with a view to a third round of funding later in semester B depending on funds availability. BL will confirm this with outlets in due course.

- **Events, Workshops & Development Opportunities**

- YK says The Print holds monthly meetings for members and smaller meetings with the editorial team. In terms of workshops, would love to have external speakers come in - lot of members would be interested in that.
- LS says Quest has rough plans for some collaborative events and would love to run an event around Christmas time as well. Would like QMSU to support outlets in getting in touch with alumni that have been successful in the radio field. Have found some on social media but would be nice to get some help as well.
- **Action point:** AQ to put outlets in touch with QMUL Alumni team who may be able to help with sourcing alumni who would be suitable external speakers.

- **Any Other Business**

- YK says The Print raised that there are members who want to write about the Israel-Palestine conflict and asked about the SU's stance on this. LS said Quest echoed this.
- AQ provides some context on SU stance and indicates that there will be another statement at some point
- Action point: AQ & BL to consult SU staff and governance team to identify next steps for students looking to write and speak about the situation.
- BL asked question about outlets' use of Adobe Creative Cloud and when they would need this to be available.
- YK says The Print is planning to publish in January so would require use of the software in December. LS says Quest would appreciate using it for promotional material but there is no immediate rush for this.
- **Action point:** BL to continue coordination of this with QMUL IT with a view to having the software ready as soon as possible.

Student Media Board Minutes – Jan 2024

29 January 2024 (17:30), MS Teams

Agenda

- Meeting overview
- Updates from outlets
- Grant funding update
- Student Media Awards
- Students' Union election coverage
- Any other business

Attendees

- Aisha Qadi – Executive Officer (Chair) (AQ)
- Ben Lang – Student Engagement Coordinator (Secretary) (BL)
- Nagima Islamova – Editor-in-Chief of PEACH Magazine (NI)

Minutes

- **Meeting overview**
- Introductions from QA & BL.
- Introduction from NI as the outlet in attendance.
- AQ provides overview of meeting and the function of the Student Media Board.
- AQ acknowledges that the meeting is not quorate so votes cannot be cast.
- **Updates from outlets**
- **PEACH**
- NI: Work is being completed on Peach Pip, and thinking about and finalising options for theme of first printed edition. A couple of collaborative events being planned with Book club & English Society.
- NI: Some challenges were faced with the ex-editors last semester but all good now.
- **Grant funding update**
- AQ provides update on allocation of grant funding in second funding round.
- The Print granted funding for Wix website subscription and printing service. Quest have so far been allocated funding for Radio Jar subscription, new headphones &

XLR cables and promotional stickers. Peach have so far been allocated funding for 2 printing runs.

- Clarifications have been requested from Quest and Peach to justify some additional funding requests for both outlets. If not yet done, the deadline to submit these clarifications to student media inbox is Thursday 1st February (midday).
- There is a third round of grant funding scheduled to open in February. Application window scheduled for 23rd February – 11th March. Outcomes due to be circulated by 15th March.
- BL outlines that there are problems with access to Adobe Creative Cloud on Macs in the media suite. IT are working on a fix but, as a temporary measure, SU proposes possibility of funding one subscription per outlet. Guidelines to be sent following outlet approval.
- BL proposes that any remaining student media grant funding after round 3 could be spent on two new Macs.
- NI says home use is Peach's preference as this is easier than coming to campus, and also to mitigate potential problems in the event of train strikes etc
- BL notes this preference and points out that this would represent a change to SU policy but would be considered if all outlets back the proposal.
- BL to email other outlets and get their thoughts.

Student Media Awards

- AQ says Student Group awards ceremony is taking place on Thursday 28th March. Societies awards will be taking place in the Old Library. Outlets to discuss whether student media awards should take place separately in a nearby venue (ie. The Griff) at the same time, or if the whole event should merge into the Societies awards.
- NI says there is no strong preference from Peach, but feels that some members would probably be involved in the Societies Awards as well. This means it would make more sense to have it rolled into the same ceremony to avoid them having to choose.
- **Students' Union election coverage**
- AQ says outlets to be encouraged to produce coverage of Students Union elections. Outlets can interview candidates, report on debates and the results party. Any outlet wanting to produce any kind of coverage should email su-studentmedia@qmul.ac.uk to receive guidance in advance.
- NI says Peach are not likely to produce election coverage.

Sustainability Board

27 September 2023, 5:30-7:30pm, Matt Spencer Board Room

Attendance

Present:

- Alex Duponcheele (Whitechapel) - AD
- Lily Throssell (Mile End Sustainability Officer) - LT
- Laura Lachowicz (Mile End Sustainability Rep) - LL

Apologies:

In attendance:

- Matthew Beach – VP Communities - MB
- Jovani Palnoni – VPHSS – JP
- Adam Khan - AK
- Prapthi Harish - PH
- Mehreen Khan – MK
- Princy Maan - PM
- Jaya Goyal - JG
- Evelyn Bejide - EB
- Bhuvana Chilukwi - BC
- Florence Merrick - FM
- Mekvnoosh Zolfaghary - MZ
- Hemont Kumar - HK
- Scott Doyle - SD
- Suyash Sharma - SS
- Tristan St John Cooper – TJC
- Nithin Bhuvanesh Sini - NBS
- Weiping Ring - WR
- Yuchan Zhou - YZ

26 in attendance – not all names gathered

Agenda item 1 – Welcome

AD and LT opened the meeting and welcomed all the attendees

Introductions of all attendees

Agenda item 2 – Officer updates

- LT updates and projects
 - Litter and composting are focus areas
 - Wants to create more green spaces on campus
 - Part of this is creating an allotment focus group
 - Wants to create an online group/page (padlet) for students to share sustainability ideas and alternatives
- AD updates
 - fossil fuels are a focus, but to be covered later in the meeting as a large subject (uni's approach to fossil fuel interaction),
 - getting students into horticulture – developing a medicinal garden
- LL updates

- students complaining about vegan options, get posters, documentaries shown
- Allotments and making campus greener, but also want to work in the surrounding areas
- Thinking about renewable energy, lights are on a lot in areas where there aren't people – automatic lighting is a problem

Agenda item 3 – Re-Use Fair updates

- Sustainability coordinator – ZS – updated on this
 - Good attendance – over 400 students
 - Student feedback positive about the new system
 - A few areas for improvement but overall, the tickets worked well

Agenda item 4 – Black history month

- MB – gave an overview on current BHM projects
- PhD student – school of geography – film making – race and environmentalism
- AD - Black maternal health – being a black mother – how their care will affect their child
- Could do a short skit on this
- Mentee – racist comments on Barts campus – university has actioned this – suspended
- Aboriginal awareness in Australia – referendum around this in Australia – not making international - could this be a discussion point

Agenda item 5 – Sustainability Week

- Hackathons – coders, marketing, business ideas
- Student social media contributions discussed - SD – can students make film coverage?
- Getting societies involved

Agenda item 6 – Comms strategy

- LT– accommodation on campus – are there any posters – could be writing articles - discussion opened up for ideas
- Focus on using trending audios
- Free things – vegetables that students can take
- Could we put a document together around comms?
- Hashtags could be used - #sustainability week #sustainable fashion is the highest trending – having our own hashtag could be a good idea
- Talking to media students to create contents – a short video of the canal clean for example
- YouTube videos and interview videos - could we start a YouTube channel?
- Working with film students – time lapses – SD
- Build a student focus group on this - ZS

Agenda items – AOB

- Recycling – what you can and can't recycle – especially in uni accommodations.
 - Educate about how to recycle.
 - Get a platform to talk about sustainability.
 - Get transparency about the recycling system at uni – what does mixed litter mean? what happens afterwards, is it eventually recycled?
- AD – fossil fuels, general plan
 - Discuss finances, go to the development board to discuss about the energy usage within the university, gas usage, etc.
 - Strategy – 3 ways:

- Lobbying: create a motion and collect signatures to make uni more energy-efficient
 - Action
 - Protest in front of the university, if all else fails
-
- Future board meetings: keep having them in person if possible + less formal room to allow people to socialize more and talk in a more relaxed way
 - Sustainability action group for students – create a sign-up sheet
 - MB- updated on future of role and other projects: outdoor classrooms: camper van or other options – hub for students and community

Sustainability Board

24 January 2024, 5:30-6:30pm, Online

Attendance

Present:

- Alex Duponcheele (Whitechapel) - AD
- Lily Throssell (Mile End Sustainability Officer) - LT
- Laura Lachwicz (Mile End Representative) – LL

Apologies:

N/A

In attendance:

- Matthew James Beach – MB
- Josefina Kozarow – JK

Agenda item 1 – Welcome

- Ran through introductions
- No apologies recorded

Agenda item 2 – Officer updates

- LT updates and projects
 - **Hog Friendly Litter Pick competition** – issues with evidence being sent in – nothing was sent in properly – but we got a certificate for people taking part – estimated we collected 19 bag overall – roughly 60 volunteers across the events – 105-120kg – Hertfordshire won with 79 bags and 91 volunteers – have a while to go to win! - Warrick was 2nd 77 – Cardiff 3rd – 33 bags
 - **Scavenger Hunt Litter Pick** – Meant to happen in November – no sign-ups – trying again in February as part of Climate Action Week – Thursday 22nd Feb – not a lot of prep needed – posters can be printed and some social media
- AD updates
 - Vaping campaign is ongoing
 - Needs to
 - Survey for the campaign – wants to do it during climate action week – discuss during climate action week
 - Has sent an email to Amaan – not had a reply – will follow up

- Will be supporting Matthew on the project with plants – happy to be involved
- Monday – Wednesday happy to help out with Climate Action Week Events
- MB – reminded Alex of the project email

Agenda item 3 – Rep updates

- LL updates
 - Laura offered to help with Lily's event
 - Mentioned student interested in fashion – LL will

Agenda item 5 – Officer/Rep elections and nominations

- ZS ran through how to nominate yourself
- Links shared
- Ran through role responsibilities
- Encouraged people to nominate their friends as well – only needs a brief description
- Will be asking Lily, Laura and Alex to record a video on their roles!

Agenda item 5 – Climate Action Week

- ZS ran through agenda
- MB ran through overview his event
- LT, LL and AD all will be supporting with events
- Discussed London Student Sustainability conference and volunteering for this

Agenda item 6 – Updates from the university

- ZS ran through team changes of the sustainability team – 2 people leaving in the next couple of months – but a new Sustainability Environment Manager and Sustainability Officer
- Climate Action Network is being set up – there will be a specific student focus group – details to follow on being involved with this
- Allotments are being redeveloped to create a more usable space for students – an ongoing process but work should start in the next month

Agenda item 7 –

- ZS ran through sustainability in the curriculum – Curriculum action network, want students involved, students are welcome at the meeting – need student input on a new sustainability module – non-credit bearing that all students would be able to take – will circulate details when the next meeting happens

Agenda item 8 – Next Meeting

- LT – Meeting could be online or in person
- LT, AD, LL, MB, JK all agreed it would be good to have in person

- Want to have a social – MB suggested the Griff or Old library – ZS and MB to look into this – have arranged another meeting to discuss
- Will take place on the 26th of Feb – straight after Climate Action Week – need to be pushing it and getting students interested during the week
- LT, AD, LL agreed for agenda items to be submitted by the 2nd Feb – ZS to have agenda finalised on the 9th of Feb to be circulated

Agenda items – AOB

- MB – bought up policy – explained the background behind the policies – going through all of them currently – trying to unify it all and bring them together into a stronger policy – nullifying and replacing them with more “current” and up to date policies
- “Should the SU introduce
- Another re: Climate Emergency and the SU declaring a climate emergency
- All agreed to add this as an agenda discussion point for the next session
- Arranged a meeting to discuss the arrangements for the next board meeting and social on the 26th February 2024 5:30-7:30pm

Welfare and Communities Board

05.10.23 Online 5:30-7:00

Attendance

Present:

- Matthew Beach, VP Communities, MB
- Jules Buet, LGBT+ Rep (Mile End), LB
- Ishani Nanda, Welfare Officer (S and E), IN
- Henriana Kombo Ngulia Iyongo, Welfare Officer (S and E), HKNI
- Krishan Shukla, Disabled and Specific Learning Difference Representative (Mile End), KS
- Oleg A Bogachek, International Rep (S and E), OB
- Taehyun Choi, International Rep (BL), TC
- Tia DSouza, Welfare Rep (BL) TD
- Naz Ismail, Womens Rep (BL), NI
- Aliya Garraway, BAME Rep (Mile End), AG
- Evie Russell, Welfare Rep (BL), ER

Apologies:

- Tahmid Khan, VP Welfare, (TK)

In attendance:

- Ruth Truscott, Welfare and Liberation Officer (RLT)

Introductions

- MB carries out introductions

Terms of Reference

- Terms of Reference (ToR) were read by the board
- RLT received no alternations beforehand
- OB: Asked for clarifications why Welfare and Communities board was not held in person.
- RLT: Clarified, have online meetings at the moment, such as student council can have Malta reps, and to keep these spaces as inclusive as possible (Cost of Living is expensive to come in, not everyone can attend in person evening meetings.) We currently don't have the set up for hybrid meetings. There can be changes suggested if board wants.
- There were no changes presented.
- Vote was held and ToR were passed.

Motion One

- JB introduces the motion: Stonewall is an LGBT rights organisation, have already contacted JB, JB is already doing a project on LGBT workplaces, offering a non-compulsory donations.
- MB opened the floor to questions or opposing views
- AG- had a question, would this be held online or in-person
- JB- aiming to have a hybrid event. Stonewall joining online for their presentation
- RLT notes that QMSU is a Charity and we would need to check with our RAG/ Volunteering coordinator on fundraising and rules.
- Vote was held. Motion was passed.

Motion Two

- JB: introduces motion, notes importance of Cost of Living crisis and the effects on trans+ individuals. Proposes clothes/items swap to support these students. People would bring items they no longer use to swap.
- OB: Notes doesn't want to vote, on something that he feels doesn't have a clear plan. Is concerned there isn't enough trans people to donate items or to collect these items.
- JB: Clarifies that the event is aiming to open to all to trans students. Will plan thinking about it more, happy to go into more details
- MB: notes that motions should be an accessible form and often they don't need to be an idea in its entirety. There is also someone in the SU team who has helped done this
- AG: Notes JB should connect with LGBT+ society on this to get their support. Shouldn't just be SU who promotes this.
- JB: clarifies is able to speak to LGBT+ society.
- IN: is support of this, also environmentally and economically friendly
- MB: Notes even if we don't know the number of our trans population, there are many who are not out and we could help them too. It would be a mistake to be speculate about this with the amount of knowledge we have on trans students on campus
- Votes was held. Motions passed.

Scrutiny

- JB asked if NI has thought about trans women, NI using trans inclusive language. Using terms such as 'all students'
- HKNI: informed NI of women's café where they talk about different issues.
- JB put forward AG for commendation. Vote was held.

VP Updates

- TK updated via written updates
- MB gave updates:
- Sustainability, growing this work, met with new sustainability team. Attended sustainability board, working on subcommittees and work from this. Starting to look at student assistant funding and starting green Mary fair too.

- Implement an Ensligh, aiming to get nighttime provisional licence extended.
- Working on decolonisation project in term two, but keeping it threading through in liberation months such as a film screening currently being planned for BHM.
- Strengthening post-graduate representation, interviewing for Postgraduate interns, organising a drop in event for ground for PGR students. Met with coms team for redeveloping the way we work with PG students, working with doctoral college.
- Liberation Months- organising BHM, IAM and DAF. Organised a zine workshop and Film screening for BHM
- JB has a point on decolonisation, can share contact with MB.
- JB on sustainability has compost to share. MB to check with SU on logistics of this.

AOB

- RLT mentioned it is BHM, and board to check www.qmsu.org.uk/bhm for all our events
- RLT encouraged PTOs who haven't had their intro meeting to book in with RLT.

Voting record [delete if no votes were taken]

Officer	Vote 1 To accept the Terms of Reference	Vote 2 To pass Motion No.1 (Stonewall talk)	Vote 3 To pass Motion No.2 (Clothes Swap)	Vote 4 To give Aliya commendation	<i>Add more columns if necessary</i>
BAME Rep- Aliya Garraway	For	For	For	Abstain	
VP Communities Matthew Beach	For	For	For	For	
Disabled and Specific Learning Difference Representative (Mile End)- Krishan Shukla	For	For	For	For	
International Representative (BL) Taehyun Choi and Amelia Qistina Binti Ainul Hasniz	For	For	For	For	
International Representative (S&E) Oleg	For	For	Against	For	

A Bogachek					
LGBT+ Representat ive (Mile End) Jules Buet	For	For	For	For	
Welfare Officer (BL) Evie Russell Tia DSouza	For	For	For	For	
Welfare Officer (S&E) Henri ana Kombo Nguila Iyongo Ishani Nanda	For	For	For	For	
Womens Representat ive (BL) Naz Ismail	Abstian	For	For	For	

Welfare and Communities Board

16/11/2023, 5:30-7pm, Online

Attendance

Present:

- Tahmid Khan, VP Welfare (TK) (Chair)
- Matthew Beach, VP Communities (MB)
- Jules Buet (LGBT+ Rep ME) (JB)
- Naz Ismail (Women Rep BL) (NI)
- Oleg Aleksandrovich Bogachek (International Rep S&E) (OAB)
- Samarth Lakhanpal (International Rep HSS) (SL)
- Tia Blanca, (Welfare Rep BL) (TB)
- Taehyun Choi (International Rep BL) (TC)
- Shreya Senthil Sathya (BAME Rep BL) (SS)
- Aliya Simone Garraway (BAME Rep ME) (AG)
- Henriana Kombo Nguila Iyongo (Welfare Rep S and E) (HKNI)
- Ishani Nanda (Welfare Rep S and E) (IN)

Apologies:

In attendance:

- Ruth Truscott (Welfare and Liberation Coordinator) (RLT)

Liberation Fund

- RLT clarified guidance for Liberation Fund and what we can and cannot fund.
- RLT gave five minutes for the committee to read the applications.
- RLT confirmed the entire Liberation Fund for the year is £2,000
- JB as the applicant was asked to leave the room.
- RLT read out JB's fund application and asked for comments.
- SS: Is this something we can force people to attend? RLT noted this will be a drop in session as can't force people to attend.
- Vote was held for the fund. The full amount was funded.
- RLT read out JB's second fund application. Asked for any comments.

- Vote was held for the fund. The full amount was funded.
- JB was welcomed back into room.
- RLT asked NI to leave the room as was the applicant for the other fund applications.
- The committee discussed the amount needed to be funded (NI's applications totalled to £1000)
- MB asked if we had to fund the entire thing
- RLT clarified can fund part of the fund as have done that in the past.
- AG noted the fund applications contained important events which would benefit university as well as the students. Would it be possible to ask the university to fund part of these events considering their importance.
- RLT clarified that AG was asking if we could fund part of this application through the liberation fund and part asking NI to liaise with the university to fund the other part.
- JB asked if there is a Women's Liberation Month. RLT clarified there is not and there is not a Women's Liberation Month fund because of this.
- OAB asked due to the limits of the fund, propose asking NI to ticket this event as already has 100 signups to pay £5 each for a ticket which covers the speaker fee and the liberation fund doesn't fund this event.
- RLT clarified there is three strands of thought from the committee, shall we have a quick vote before we vote on whether to fund this, on what the 'for' option should be.
- MB clarified that the £500 was the speaker fee.
- Proposed the options. 1. Fund partially with the university funding the other part 2. The liberation funds the entire £500 3. The liberation fund does not fund any of it but we put forward the solution of £5 tickets.
- £5 tickets was agreed as the 'for option'
- TK and RLT clarified now needed to do a full vote for the liberation fund in terms of for, abstain and against for the fund now the committee had agreed what the for option was.
- MB just wanted to note before that 100 signups is really impressive.
- TK asked to do two votes, one with the For agreed and then another vote between fully funding it and not
- RLT due to discussing and deciding what for was we couldn't then do two votes.
- RLT and TK clarified what for was and what against was
- Vote Took place. Fund was not funded but solution of £5 tickets will be offered.
- RLT read NI other application.
- OAB raised same point as before.
- TK noted this application sounds like it is part of a wider event and thus a wider appeal.
- MB wants to mention in the notes to clarify is the Charity doing active bystander will be paid or are they volunteers.
- SS asked RLT to check Teams messages. RLT and SS will discuss her idea outside of the committee.
- AG wanted to clarify the £500 is just for the speaker. RLT noted if that is all that is written in the applications budget then yes.

- JB noted as didn't approve last fund application is important to fund at least one for her application as worried will get to the end of the year and have money left in the Liberation Fund that we could have spent.
- OAB when does this fund get renewed. RLT this is till the end of August next year.
- AG is there option of money coming anywhere else for liberation. RLT noted this is the only liberation pot for non liberation months, so more general liberation work. AG asked if we run out of money could we still fund events. RLT noted would try hard to make sure there is still liberation fund money found somewhere but something to discuss later on.
- RLT noted if £2000 is too small for liberation fund PTOs and VPs can put forward changes and policies to change what they would like.
- NI came in to clarify that this should only be one application for £500 and not too.
- NI was asked to leave as the committee re did the vote for the £500 not the £1000.
- The Fund was voted to fund fully.

Scrutiny

- Welfare Officer (S&E) Henriana Kombo Nguila Iyongo, Ishani Nanda HI is working on podcast/radio show about intersectionality with Women of Colour president and AG. Aiming that this will be a safe space for the community to have these discussions. Working with University Welfare Reps on sexual harassment training so can help people who go through sexual harassment. Speaking to course reps within SandE to understand what the welfare issues are. IN- Working with HI, reaching out to directors of the courses aiming to collect their details. Will then email Heads of Schools if don't get a reply.
- Welfare Officer (BL) Evie Russell and Tia DSouza, Working on consent week in December this will have residential drop ins, self-defence classes worked on with NI and screening. Aiming to get lots of promotion around consent. Working with a student on getting funding for mental health first aid. Reintroduced STI testing on campus.
- LGBT+ Representative (Mile End) Jules Buet Ran an event on how to find an LGBT+ inclusive workplace with Stonewall. Working on the two events put forward on Liberation Fund (Inclusive sex education and Black LGBT+ Talk) Working with Aisha on survey with SwD who have been in contact with DDS, finding out if their needs have been taking into account by university. Anticipating there could be more work that comes out with the survey results.
- International Representative (S&E) Oleg A Bogachek Attended UKISA (International Student Conference). Trying to meet with other international reps. Working on sponsorships for international student social in Drapers.
- BAME Rep BL- Shreya Senthil Sathya Currently working on an idea to get more water fountains around campus. Aiming to reach out to other reps to create a joint project as want this to cover both campuses.
- BAME Rep- Aliya Garraway Working with BOHAC which focuses on history, arts and culture, on a winter carnival. Aiming to get people together. Also contacting different organisations (black people talk, colours) in order to set up wellbeing and mental health groups at university. Working with HKNI and Women of Colour society to create podcast /radio show about intersectionality. Aiming to create a resource that can be used and shared.
- Womens Representative (BL) Naz Ismail Working with Women in Healthcare to deliver anti harassment campaign. In the campaign will deliver speaker talk and training of active bystander and an exhibition. Aiming to coincide with the international day of elimination of violence against women and children. Have done a study of harassment in campus. Met with CEO of QMSU, Mike. Working with BL welfare to deliver self-defence classes in consent week
- NI and JB were put forward for commendations. Votes were held and they will be put forward for commendation.

VP Updates

- MB: meeting on sustainability and NOASUK on decarbonation and investment. Launched post grad consolation group, worked with Student Voice PG Interns on this and chaired first meeting. With the VP BLSA and VP Welfare did tour around Dawson house, put forward housing improvements. Supporting students to put a bicycle repair business. Raised EDI team on university on how to feed in student feedback. Put together event with an arts organisation on sustainability week, have put information on the website to create a legacy of this work. Working on optional sustainability modules. Working on document for PTOs on all university meetings MB goes to that PTOs can come forward and ask for key points raise in there. Chaired liberation meetings Disability Awareness Fortnight: DAF and Jewish Heritage Fortnight: JHF, working with students on events for DAF to highlight PG disability research. Working on international mixer. VP S and E supporting on SAHA on what services are available. Supported on grants. Working on implementing student council policy such as free legal advice for trans students. Getting University to accept their historical racism. Extending the free menstrual products campaign. Looking at another motion which is on pastoral support. Working on international mental health support. Meeting with dental president on PGT support.
- TK: Working with SU President on food pantry expansion in reception. University agreed to fund building the expansion of the space and to fund the stocking of food pantry. Hoping to get it to open 27th of November. Communications send out when this occurs. Graduation Fund application in late October, huge increase from previous years of 200 applications to 500. Cost of living has affected this; we could only approve 100. Working to improve this to create a more sustainable forum of support. Working with Mike the CEO on paper to improve Multi-faith provision. Having a data collection exercise on usage in Mile End. Counting take place 11-6:30 with counting taking place every 10 mins. Data aiming to support this report. Aiming to replicate this at Garrod. Working with the University's Financial Assistance Fund to improve the scheme. As have had feedback not accessible due to needing a heavy amount of evidence etc. Working on their website on FAQ section. Working on lighting improvement project.

AOB

- RLT noted it is currently Islamophobia Awareness Month, please attend any events you would like and check out the website for information. Also book in a meeting with RLT if you haven't met already for staff support or if you feel like you need support.

Voting record [delete if no votes were taken]

	Liberatio n Fund applicat ion 1. Fund full amount	Liberatio n Fund applicat ion 2. Fund Full amount.	Liberatio n Fund 3. For is to fund full amount.	Comme ndation- Jule Buet	Comme ndation- Naz Ismail		<i>Add more columns if necessary</i>
Tahmid Khan, VP Welfare (TK) (Chair)	Abstain	Abstain	For	For	For		
Matthew Beach, VP Communi ties (MB)	For	For	For	For	For		
Jules Buet (LGBT+ Rep ME) (JB)	n/a	n/a	For	n/a	For		
Naz Ismail (Women Rep BL) (NI)	For	For	n/a	Abstain	N/a		
Oleg Aleksandr ovich Bogachek (Internatio nal Rep S&E) (OAB)	For	For	Against	For	For		
Samarth Lakhanpal (Internatio nal Rep HSS) (SL)	For	Abstain	Abstain	Abstain	Abstain		
Tia Blanca, (Welfare)	For	For	For	Abstain	Abstain		

Rep BL) (TB)							
Shreya Senthil Sathya (BAME Rep BL) (SS)	For	For	For	For	For		
Aliya Simone Garraway (BAME Rep ME) (AG)	For	For	For	For	For		
Henriana Kombo Nguila lyongo (Welfare Rep S and E) (HKNI)	For	For	For	For	For		
Ishani Nanda (Welfare Rep S and E) (IN)	Abstain	For	For	For	For		

Welfare and Communities Board

[18.01.24, 17:30-19:30 Online]

Attendance

Present:

- Matthew Beach, VP Communities, (MB)
- Tahmid Khan, VP Welfare (TK)
- Naz Ismail, BL Women's Rep (NI)
- Evie Russell, BL Welfare (ER)
- Aliya Garraway ME BAME Rep (AG)
- Amelia Qistina Binti Ainul Hasnizam BL International Rep (AQBAH)
- Shreya Sathya, BL BAME Rep (SS)
- Jules Buet ME LGBT+ Rep (JB)
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In attendance:

- Ruth Truscott, Welfare and Liberation Coordinator (RLT)

Liberation Fund

- RLT asked for confirmation if the liberation fund bid was still need and if there was any changes to the bid as noted was received a while ago.
- ER noted the liberation bid was no longer need. The bid was removed as no longer need
- NI asked about a previous liberation payment. RLT confirmed it had been sent to QMSU finance team, but NI to confirm if it hasn't gone through for RLT to chase

Scrutiny

- MB asked the committee if there were any updates before scrutiny started. Specifically asked if there was any general updates or problems members were having to bring to the meeting.
- JB was having issues with DDS in both contacted them but also then not having the accommodations expected and then not having these be respected. JB created a survey, MB and RLT to look through results.
- MB asked the board about any other interactions with DDS. MB has done some work on longer term 'illnesses' such as chronic conditions. MB has feedback from students about miscommunications with the DDS service and about these conditions in general.

- AG has had students, specifically first years struggling as they didn't know where to go to for Queer issues. Such as changing names and have had lecturers be insensitive. Would be great to help provide information for first year students to find this help and support.
- JB provided some support. Aims to put together a training. AG and JB to talk more about the signposting for the students and what support would be helpful.
- MB to follow up, check up with VP S and E to raise these issues in spaces she is in. MB to speak to Head of EDI, to understand what conversations are happening around trans inclusivity. Lobby for EDI teams to enforce training.
- SS mentioned there has been increased amounts of tailgating's in QM accommodation. Leading to issues such as a flat got robbed. MB this issue has now come up in a weekly operational meeting within the university, discussing with head of residences about further actions to take.
- AG: Students need to understand severity of this, accommodation do have a lot of signs on this, maybe a campaign to educate students so they understand what it is to be safe. Also support individuals directly with issues such as walking alone at night
- MB: reach out to Suzanne, Kim and Tracey with these concerns, such as students not taking their keys. Asking what material there is already. What materials there needs to be. Does there need to be an extensive media campaign? MB and TK to liaise on this and on wider safety campaign.
- AQBAH: noted own experience in halls and how they had a security guard in that area and issues stopped.
- MB: To add to actions to question about security
- AG: Suggested having a 'friendship campaign' to be aware of who you are living with. Also shared personal experience of issues with fire alarms going off and then had a guard stationed there.
- SS: noted there needs to be more campaigns about safety and awareness as although receives emails on this, due to volume the emails aren't really doing anything. MB asked for this email to be forwarded.
- JB: Asked if the SU would be able to organise reps to look after different accommodations?
- MB: Asked the board if there any student facing paid roles thar are more pastoral.
- SS: noted are residential assistants who do events but there are no pastoral roles.
- MB: to look at this, MB to discuss with student ambassadors.
- SS: notes the role makes more sense for a person to be someone that lives there
- AG: remembered something about a residences assistant who lived on campus
- AG Updates: AG and SS working on putting together a conference where BAME students come together to discuss experiences are university. Currently in the planning process of this. Working with Welfare Rep for S and E to get in contact with different organisations who work with BAME students in S and E. Been in contact with Black Women in science who want to come and do talks. Hopefully students will be able to network in these spaces. AG if this is successful wanted to expand this to different schools. Working with S and E welfare rep to create supportive spaces. Create a BAME Support Group. Has been in contact with different organisations but not received replies, looking to expand the reach to other organisations in order to create these dedicated spaces.
- MB: do you know about WISE at QMUL. MB shared link.
- AQBAH Updates: Planning to propose an agenda item for BL board about tuition fees. Aiming to find out why there is discrepancies between the fees. Have begun the discussions around and about international week. Getting involved in Asian Heritage month. Started to plan a Film Festival for it.

- ER Updates: Working on university on mental health first aid training becoming available. Have got a guest list that is fully signed up. Working with RAG officers for SHAG week next month. Looking at FTI clinic for this term as it was really well received last term.
- NI Updates: Working with Women in Health Care society to create an event for International women's day. Aiming to organise a conference with women in health care. RLT to check if NI can another fund for liberation event. RLT to check on Garrod portering fees
- SS: working on AHM, looking at contributing to events, looking at water fountains and working with AG on BAME conference.

VP Updates

- MB: chairing organising liberation months, working on policies and enacting changes, such as menstrual products expansion (bins and products) expand products to disabled toilets and for bins in male toilets. MB asked for an update from head of EDI. Met with RLT and Head of EDI, working to expand decolonise campaign. Spoke about how to dismantle systemic racism and work with the university on this. Start to reach out to other organisations who have Decolonisation focus in higher education and how to embed this work into SU strategy. University have been working on race equality charter. They are forming workshops/ focus groups from this where staff and students can come and understand race equality. There will also be EDI student forums organised by the university. Passed Bidet motions in Student Council, working with another officer in City SU on how to get these installed. Have been involved in PGR inductions, worked on PG Tips and providing support to students struggling with pastoral care. Working on visiting all PGR locations, looking at PG consultation group. Working with careers on PGT students' experience and how they should feedback. Hope this will make people more aware of PGT experience and to involve it in their role. Have begun sitting on international student meeting where topics such as fees, transition and the support available to international students was discussed. Have been working on some events such as refugee week and an international cafe. Have been doing some work on sustainability looking at how the university do ethical investments. Organising events in Climate Action Week, sustainability officer at BL and PhD student working together on this. The event combines biodiversity on campus to start on a longer events calendar. Trying to make an optional online module on sustainability. Reviewing student council policies on sustainability to combine them to reflect the university's structure. General updates: school reps don't currently have a way to speak to their entire school, in conversation with director of ITS. Attended graduation last week. Start sitting on civic advisory board.
- TK: working on Study Well, in December organised a Tea and Talk and mindfulness event on tackling burnout. Two events in January, we had a second Tea and Talk and pick paint plant. Food Pantry is now open, has been since 3rd January have seen regular usage. Looking at the comms of the food pantry. FAF: looking at a review into the system, had a meeting with the investigator. Looking at the results of the review and looking at some fundamental changes. Feedback from Make a Change platform to get more microwaves creating a heating and eating campaign. Continuing doing work on the lighting project to improve lighting around campus on mile end and Barts, project received approval, did a walk around with estates and electrical support staff to understand where conventional lighting needs to be improved. But also where light features could go. Working on improving the multi-faith centre to improve the offering we have to students. Has been collecting MFC footfall and currently has a month of data to understand where the hotspot are. Aiming to further this work by doing a survey of student experiences on MFC.

AOB

- MB: shared a document which shows where he has recurring meetings. Offered PTOs to let him know if there are any spaces he sits in where he could promote their work.
- RLT reminded students of Elections and that they should nominate themselves, recommend a friend and get involved in the elections.
- Noted the Liberation campaigns that are upcoming, Jewish Heritage Fortnight, LGBTQ+ History Month and Asian Heritage Month and encouraged students to get involved.
- AG asked about elections and how RON worked.

Student Council Report

Matthew Beach, Vice President Communities

Since the previous Student Council, I have:

- Ran an Exec on Tour event at our Lincoln's Inn Field campus;
- spoke at the winter graduations;
- presented at the spring PGR induction and ran a separate PGRs and the SU event in collaboration with the Doctoral College;
- successfully ran the second Postgraduate Consultation Group;
- helped run the Postgraduate stall at the January Welcome Fair;
- visited the PGR cohorts at the Blizzard Institute, William Harvey Research Institute, Electronic Engineering and Computer Science AI and Music centre;
- facilitated the planning and delivery of Jewish Heritage Fortnight, LGBTQ+ History Month, and Asian Heritage Month (mid-planning);
- and organised and ran a session specifically for postgraduate taught Course Representatives at the Course Rep Conference.

I am mid-planning for several other events, including:

- An action-research event and further programming for Climate Action week with the Institute of Humanities and Social Sciences Environmental Futures Programme Director, Computer Science PGRs, and our BL Sustainability Officer;
- a spring edition of the international PGR mixer and QM services Meet and Greet;
- International Global Cafe event with the Senior International Advisors in Advice and Counselling;
- a Refugee Week Event with the Senior International Advisors in Advice and Counselling;
- and a series of meditation and gardening events where students will be able to get active with myself and some of the other Executive Officers.¹

I have fed back on several university-led initiatives, including:

- Race Equality Workshops led by the central Equality, Diversity, and Inclusion team to 'socialise' their findings from their Race Equality Charter Work;
- focus groups to understand the experiences of student parents and carers;
- the redesign of the IT services web pages;
- and the development of a recurring International Student Experience Working Group.

Across my manifesto aims, I have:

- Submitted a successful funding bid to the Enhancing Research and Innovation Cultures Fund alongside our Head of Communications and Marketing to fund a PGR-specific communications and marketing role, as well as create more substantial PGR-specific events programme for terms 2 and 3;
- continued planning with our Postgraduate Research Representation Assistant on the development of the subsequent six postgraduate consultation group sessions;
- collaborated with our Postgraduate Engagement Assistant on the development of a programme of events over terms 2 and 3 specifically for postgraduate taught students;

¹ Subject to final planning and approvals!

- started conversations and held two meetings with the Deputy Vice Principal for Education and Student Surveys Manager to create infrastructure for receiving and understanding postgraduate taught feedback at the central university level;
- continued working on developing better links with our Barts and the London postgraduates, having now met with the Director of Graduate Studies and Student Support Officer to better understand how to support our Dentistry postgraduates;
- continued to liaise with IT services and our Communications and Marketing department to work on postgraduate segmented communications;
- met with the Head of Equality, Diversity, and Inclusion alongside our Welfare and Liberation coordinator to understand the baseline for the university's engagement with the concept of decolonising;
- initiated the first of a series of planning meetings on how to revive the decolonising campaign and create an action plan over terms 2 and 3;
- contributed to the development of a Sustainability Student Voice board for feedback from students on to be logged for further action at the central university level;
- and submitted a successful proposal to the Student Experience Directorate's Sticky Campus fund to finance a project that will launch during Climate Action Week (Take Climate Action - Greenhouse Cabinet Cultures) and raise awareness of Queen Mary's biodiversity over terms 2 and 3.

I am mid-supporting the following part-time officer projects/queries:

- Mile End BAME Representative: seeking to create a section of the Part-Time Officer pages to include a space for an Instagram handle and updated officer handover document in parallel²;
- Barts and the London BAME Representative: seeking to add additional water fountains to the BL campus³;
- and Barts and the London Sustainability Officer: seeking to campaign against smoking and vaping, add cigarette and vape disposal bins, increase knowledge of biodiversity and medicinal plants.⁴

Across my ongoing policy work, I am:

- Waiting for an update from the central Equality, Diversity, and Inclusion team about timeline for additional menstrual product placement and sanitary bins across campuses;
- working with our Welfare and Liberation Coordinator to decide how to take forth the legal advice aspect for trans student name changes as Queen Mary's Legal Advice Centre is at capacity this year for Street Law Workshops;
- reviewing my sustainability-related policies with the view of working across the Executive Officer team in coordination with the Sustainability Coordinator to condense and restructure the policies in line with the university's developing strategy;
- continuing to lobby the university to implement a pilot bidet project⁵;

² The website update request has been submitted.

³ This has been agreed by Estates and Facilities and is currently being actioned.

⁴ I am currently working with the officer on campaign planning and the officer is feeding into the Climate Action Week project on the biodiversity aspect.

⁵ I was told there was no money for this project this year and challenged it, and I have since been told it has been put on the agenda for a couple of other upcoming meetings, so I will continue to chase.

- working alongside our Vice President for Science and Engineering on the development of the International Student Experience Working Group in collaboration with the university;
- and lobbying for better pastoral care structures for our PGT and PGR students.⁶

Finally, in the coming weeks, my priorities are:

- Continue visiting PGR cohorts and spaces to engage them with SU activities;
- begin facilitating the Enhancing Research and Innovation Cultures funding project;
- finalise the Climate Action Week event;
- lobby for a concrete plan for PGT feedback at the central university level;
- begin reaching out to School/Institute specific Equality, Diversity, and Inclusion leads to understand what changes are possible at the local level while the central EDI team focuses on submission of the Race Equality Charter;
- finalise a plan for launching a second iteration of the Decolonising campaign and a list of educational organisations to reach out to for feeding into a more formal action plan to handover to the next Vice President Liberation, International, and Postgraduates;
- plan Exercise events for terms 2 and 3;
- continue working on support for intercalating Barts and the London students in consultation with the Barts Cancer Institute Representative and Student Representation Coordinator;
- and begin actioning the recently approved motion to lobby the university to liaise with charities to support estranged young peoples.

⁶ I continue to ask the Doctoral College about implementing a pastoral care-specific Director of Graduate Studies across all Schools/Institutes, and raised the issue around PGT students with the Deputy Vice Principal for Education.