

Executive Committee Notes

Friday 12th March 2021

Present

Mat Robathan, Vice President Barts and The London (MR)
 Tiana Dinard-Samuel, Vice President Communities (TDS)
 Jack Juckes, Vice President Welfare (JJ)
 Cameron Storey, Vice President Humanities & Social Sciences (CS)
 Aphrodite Liddington, Vice President Science & Engineering (AL)

In attendance:

Alvin Ramsamy, Deputy Chief Executive Officer (AR)
 Mike Wojcik, Chief Executive Officer (MW)
 Charlotte Kendrick, Deputy Managing Director (CK)

Apologies

Shamima Akter, President (SA)

Notes of the meeting

	Notes	Actions
1	Shamima Update <ul style="list-style-type: none"> Elections - announced results last Friday. Reached out to the new President-elect and had an initial conversation. Scrutiny Panel - last one of the year. It was good to be able to explain and answer queries about some of the national initiatives. Huge amounts of emails coming in and have spent the week trying to catch up on responding as quickly as possible to them. Attended the University's Equality, diversity and Inclusion Steering Group with other Exec. Attended an introduction to 1 million mentoring with other staff members. Sustainability board - provided feedback on motions and sustainability plans for the Union. QMSU Audit and Risk Committee - attended as one of the officer trustees on the committee Working to set up regular meetings with Russell Group CEO and trying to get a meeting with the Minister of State for Universities. 	Initials
2	Cameron Update <ul style="list-style-type: none"> Chaired a session on blended learning, as part of the Festival of Education. Attended Scrutiny Panel and reported on the work done over the last 8 weeks. Has a catch-up about graduations with Beth Prescott. Revealed Employable Me: Female Empowerment in the Workplace, coinciding with International Women's Day. Attended DCMG alongside Tiana and the PGR Representatives. Meet with the Online Exams Project Board about next-steps. Co-chaired and hosted with Lucie Langley a panel discussion on student engagement as part of a 'Year in Review', for the Festival of Education. Met with the new Chief Operations Officer. Co-chaired the Awards and Prizes Presentation for the Festival of Education. Attended the School of History Forum. 	
3	Tiana Update <ul style="list-style-type: none"> Coordinated International Week with the International representatives and the Comms department Presented at the Scrutiny Panel Met with the University to discuss the upcoming census and plans to communicate details with students 	

	<ul style="list-style-type: none"> • Attended Doctoral College Meeting Group with Cameron and the PGR representatives • Continued preparations for Asian Heritage Month, confirming details with guest speakers and planning a video with Shamima • Attended DWP Training Project Board on behalf of Cameron • Attended Equality, Diversity and Inclusion Steering Group with Shamima and Jack • Met with the new Chief Operations Officer • Met with the QMUL Rent Strike Campaign and then with the University on ongoing rent and accommodation issues 	
4	<p>Jack Update</p> <ul style="list-style-type: none"> • Presented at the Scrutiny Panel • Attended Equality, Diversity and Inclusion Steering Group with Shamima and Tiana • Met with the new Chief Operating Officer • With Tiana and Shamima, met with the QMUL Rent Strike Campaign and then with the University on ongoing rent and accommodation issues • Finalised Landlord letter with Tiana for students in private rented accommodation and got this and other support added to the website • Met with PositiveEast to discuss continuing working with them and what they can offer for our students in terms of STI and HIV testing and prevention • Had a catch up meeting with the university's bursaries team about the Financial Assistance Fund • Raised with the university the issue of international students returning from abroad and having to pay for PCR tests to be able to travel – university response is that Financial Assistance Fund will support those in need • Reviewed university proposal and terms of reference for new mental health steering group and gave feedback for changes • Wrote a document about the work of the welfare advice team in the university 	
5	<p>Mat Update</p> <ul style="list-style-type: none"> • Have finalised the SMD Covid Mitigations interpretation to go out to students in MBBS and Physician Associates. Still hoping for more information on BDS soon. • Finalists in Medicine and Dentistry have been informed on current plans for graduation and Rites of Passage. • Following a request from the University, I am finalising a new plan on processing Exceptional Circumstances Affecting Placement Criterion 4 requests (which allow students with roles in BLSA or student groups to be allocated specific placements). • We met to plan the next step for the review of BLSA Terms of Reference. This exercise will involve rep, staff and student consultation and aim to modernise BLSA structures and align them with the modern way BLSA works so as to encourage better student representation, more appropriate BLSA Zones and more efficient processes. • I had a walk around of Floyer to flag up any concerns and highlight areas that may need to be worked on or improved over the summer. I am emailing findings to the residences team later this week. • I met with security about improving security at Whitechapel. We touched upon where more lighting and patrols may be needed, improving the Security-Student relationship, developing a staff and student facing safety campaign and about collaborating on Security Staff training amongst other areas. Next steps will involve finalising a letter summarising past security concerns and containing recommendations that we will send to security to work on together. • I passed on feedback from reps and students about the cycle provisions at Whitechapel and Charterhouse square in order to better inform QMUL's cycle improvement works project. Recommendations included more secure bike storage, more bike storage, bike repair kits/zones and better lighting in storage areas. • I attended the Postgraduate Teaching and Learning Committee where I updated on work being undertaken by myself to review SSLC structures in SMD and see if any improvements are needed. I also mentioned the need to improve communication routes between BLSA and PGT/PGR students. I encouraged staff to reach out with any comments. 	

	<ul style="list-style-type: none"> • The BLSA AGM is happening later today. I have spent the week preparing for this and promoting this platform to students so they can have their say into BLSA. A motion of No Confidence in the UKFPO is being proposed at the AGM. • I attended the Anti-Racism Steering Committee to discuss ways to address some of the concerns highlighted through the Anti-Racism survey. • I am meeting with the National MedSoc Consortium to discuss next steps in response to the UKFPO's poor response to our petition that had over 6,000 signatures. • Presented on 2 different panels at the Festival of Education (one on Connecting Practice, the other on 21st Century Assessments) and also presented some of the awards at the award ceremony. • Met with QMUL to give feedback on the proposed work for the Queen's Building first floor works. • Progressed on work to redevelop The Shield and Shield 2 into more suitable spaces for students to use for study and socialising 	
6	<p>Aphrodite Update</p> <ul style="list-style-type: none"> • Covid Mitigation, SMD completed just waiting to be signed off. Now organising a meeting with Andrew Livingston to develop policies for PGR students support by Stephanie Marshall. Will organise a presentation targeted to SET to lobby uni to discount modules. • Festival of Education now completed. I moderated a few events, things ran smoothly and I presented at the awards ceremony last Friday. • SEED award the final step will be developing the webpage. Have had meetings with Fiona Yellend about the design and content, will upload videos that we recorded onto there too and help promote once the award has been launched. • Working on SES (socioeconomic status) project to support and collect data from students in this category. Applying to get funding from the Nuffield Grant. Awaiting a result. • Spoke to SSO (Angela Jones) and Folashade to improve communication within SSLC's and between SEMS staff members. Have sent a document with my recommendations and student union updates as well as university projects such as the SEED award which they were not aware of to discuss with students. • Attended Assessment Integrity and Security Workstream where I actioned for Annie Mitchell to be invited and discussed aims and ToR. • Engineering PhD Labs are now complete! Around £5000 overspend, but project was fairly on time. Engineering team will be able to move in shortly and vacate the current temporary lab space. • Chemical Engineering lab project still under way and a last minute decant of water in the building needed to be issued which has caused a slight delay. 	
7	<p>Matters Arising</p> <ul style="list-style-type: none"> • Residences - Updated on meetings with student campaign and QM. QM still considering responses to SUs questions rent. Discussed approach to Notices To Quit in terms of tampering with smoke detectors and what welfare support is in place for students being evicted. Have requested the data on NTQs that the campaign have and will ask QMUL to conduct a review of NTQs, warnings, when they are given and how the sanctions are communicated. • Consumer Law – Exec were asked to feed into a process QMUL were conducting to check/ensure communications send out to students were reflective of the learning experience they had. Huge piece of work, as lots of evidence to sift through. QMUL have put together a report that will go to University Council, Exec wanted to the report to highlight some of the issues students raised and impact it has had, but Exec have been told that this is out of the scope of the review. So will write a lessons learned follow up to be shared. • Queens Building – Discussed plans for work to this to make more of Student Hub. Initial Recommendations from Exec so far, <ol style="list-style-type: none"> 1- Gender Neutral toilets next to the common room. There are male and female toilets elsewhere in the building. 2- Additional disabled toilets are needed. Perhaps incorporate into the gender neutral toilet. 3- Common room needs to be a relaxed space and have things like microwaves, games e.g. pool/ping pong. 	

- 4- Seminar space can then be more study space.
- 5- Space needed to accommodate what education looks like in the future e.g. non-silent study space with pcs, so people can log into learning activity (e.g. if they don't have a suitable learning environment). As well as individual bookable spaces.

To find out more about any of the above contact a member of the Executive Committee -
www.qmsu.org/rebs/exec