



## MINUTES OF THE PROCEEDINGS

The first meeting of Governance and Identity Board (GIB)

The meeting GIB was held remotely on Tuesday 20<sup>TH</sup> October 2020 6pm – 7.30pm

### Present

<b>Role</b>	<b>Name</b>
Union President	Abhijay Sood (AS - Chair)
Union Council Chair	Alex Auyang (AA)
RSMU President	Jasmine Crocker (JC)
RSMU Secretary	Teigan Collins (TC)
ICSMSU President	Muntaha Naeem (MN)
ICSMSU Deputy President	Nicole George (NG)
AWO GSU Academic & Welfare Officer	Abderrahim Boualam (AB)
GSU Vice President (Operations)	Dapeng Yang (DY)
RCSU President	Aparna Pillai (AP)
RCSU Treasurer	Matthew Leontsinis (ML)
CGCU President	Hayley Wong (HW)
CGCU Vice President	Hilliam Tung (HT)
Governance Officer	Victoria Agbontaen (VA)

Item	Actions
<p><b>1. Introductions</b></p> <p><b>1.1.</b> Chair welcomed the sub-committee of Council to the first GIB meeting.</p> <p><b>1.2.</b> Chair explained that GIB was created from different areas of the Union that were not covered by student reps and it was therefore felt that more oversight was required.</p> <p><b>1.3.</b> Chair added the purpose of GIB is to look at the traditions of the Union, historic interests, and governance at the Union.</p> <p><b>1.4.</b> After the first Union Council meeting, two additional representatives will be joining the committee.</p> <p><b>1.5.</b> Chair explained that according to Charity law the Board of Trustees oversees the internal governance of the Union, particularly the financial standpoint.</p>	
<p><b>2. Apologies</b> Zixiao Wang (ZW)</p>	
<p><b>3. Updates from CU's</b></p> <p><b>3.1. CGCU</b> – HW gave a brief update on the ongoing CGCU works since the Summer period, highlighting the online freshers' events including a collaboration with 'Girls in Charge' which provided workshops on confidence.</p> <p><b>3.2.</b> HT added that over the Summer, a weekly catch-up was formed for CSP's to cover any questions they might have around planning events, managing finances etc.</p> <p><b>3.3.</b> HW and HT said there was mixed reactions from CSPs regarding freshers' fair and there were things that could have been improved as there was little consultation with CU's as to how the fair was going to be run.</p> <p><b>3.4.</b> AS said that it would have been useful for there to be more student consultation with the freshers' fair which is a lesson for the future as it is likely the freshers fair will be virtual again next year. Highlighting there were more sign-ups to CSPs this year than there had previously been.</p> <p><b>3.5. ICSMSU</b> - MN gave a brief update highlighting that the main focus of the ICSMSU is communication with students and how a good communication structure can be set up so students are able to feedback any problems, as well as transparency around ICSMSU events and updates.</p> <p><b>3.6.</b> MN added one of the main goals over Summer was to revamp the visual identity of ICSMSU with a re-design of the website, rebuilding of the newsletter and publishing of key meeting minutes to achieve a more overall cohesive look for the CU.</p> <p><b>3.7.</b> MN stated that as the ICSMSU freshers' fair would usually contribute 90% of the finances required for the CU to be financially sufficient and break even to be able to function. As the fair was online this year, there had been minimum income from there so the CU has been deliberating on other ways they can generate income and invest into the student experience for the next year.</p> <p><b>3.8.</b> MN said as we will be facing a lot of unique welfare issues, compulsory sessions around welfare and active by-stander training was offered to students which is very important in the current climate.</p> <p><b>3.9.</b> A lot of focus has been on CSPs in terms of training documents and holding 1-2-1s with the 65 clubs and societies and renovation of the clubs and societies storage room in the Reynolds basement has completed.</p> <p><b>3.10.</b> AS added that there will be full review of space/buildings which will be discussed at the next Board of Trustees meeting.</p> <p><b>3.11. RSMU</b> – JC stated that the RSMU are currently trying to adapt and work out their finances with the respective Officers.</p> <p><b>3.12.</b> AS said that it is likely that the Union will become less and less risk adverse and the year progresses to the end of the year so it may be best to pick up any issues regarding finance at the start of term two.</p>	<p>MN to share comms plan with group.</p> <p>MN to update GIB following meeting with SMHA on what contributions they can make to ICSMSU.</p>

<p><b>3.13.</b> JC added that freshers went well but there was struggle in getting students to engage with the online events. Therefore, reflecting on this, the next few weeks will focus on boosting online engagement for the rest of the year.</p> <p><b>3.14.</b> JC added that the RSMU are also trying to cultivate ways in which engagement can be built with the PG members.</p> <p><b>3.15.</b> There have been issues with deciding where Graduates and Life Members are able to access RSMU activities and services with a recent change being made that graduates are not able to participate in events unless they are Life Members as per the Union policy.</p> <p><b>3.16.</b> TC noted how well RSMU sports club turnouts have been this year in relation to previous years with RSMU Tennis with over 100 members.</p> <p><b>3.17. RCSU</b> – Nine events were run during Freshers week including an induction of the RCSU, its history and purpose with a significant turnout of over 240 students.</p> <p><b>3.18.</b> AP highlighted that other events were not as well attended as anticipated so the main focus will now be on how to engage more students online.</p> <p><b>3.19.</b> AP stated that as the RCSU does not have a strong alumni network platform, they are developing an alumni network for more recent graduates to join and interact with current students.</p> <p><b>3.20.</b> ML added finance and communication with the Union has caused him some issues and that there is a need for reform and review in this area as there have been consistent complaints from sponsors who have not be paid or received payments very late. AS said there is an issue with process and structure of the finance team and responsibilities of the DPFS and DPCS.</p> <p><b>3.21. GSU</b> – DY said that GSU are receiving lots of emails from the Union about rules they need to follow in order to have events and GSU are finding it difficult to hold any events with these rules in place as well as there not being many PGs on campus.</p> <p><b>3.22.</b> DY added that after the upcoming Autumn elections, there will be a meeting to talk about plans for online events and activities to be held once the positions of the committee are completed.</p> <p><b>3.23.</b> DY explained that the President would like to review the roles of the committee and how they are remunerated to assess if there is scope for this.</p>	<p>AS to share contact information with AP of individuals who can support with developing an Alumni network within the RCSU.</p> <p>CU Presidents to provide written feedback on Freshers' fair.</p>
<p><b>4. Governance Review Introduction</b></p> <p><b>4.1.</b> Chair noted that as members of the Board of Trustees and OT's will be leaving this year, there are relationships with the College and institutional knowledge of the Union that are likely to go with the departure of these roles. To mitigate this, there will be a review of governance, specifically making the Sabbatical roles more effective as well as reviewing the relationships the CU's have with the Union and making Council more effective.</p> <p><b>4.2.</b> Chair highlighted that if CU's are interested in redefining these relationships, this would be an opportune moment to get involved.</p> <p><b>4.3.</b> Chair added there is a 2-year strategic review being developed to cover the two subsequent academic years.</p> <p><b>4.4.</b> Chair outlined that CU's should not allow low turnout events discourage them from continuing as presence tend to grow through persistence.</p>	
<p><b>5. Better CU support</b></p> <p><b>5.1.</b> Chair noted that in the past, all CU's except from GSU and Silwood Park have represented UG students exclusively which have caused several issues.</p> <p><b>5.2.</b> This does not mean there are not differences in the community but there is overlapping interest within the groups and this needs to be reviewed.</p> <p><b>5.3.</b> Chair stated this will be discussed further during another meeting in term one.</p>	

<p><b>5.4.</b> HW questioned what is currently being done to further support CU's. Chair said that due to covid-19 things had temporarily been put on pause so there has not been much progression around this piece of work. Nonetheless, this work is now being picked up and a Representation and Advice Manager is being hired who will be required to take on this piece of work around furthering CU support.</p> <p><b>5.5.</b> ML added that the DPCS is working on offering earlier training sessions for CU's and other volunteers at the very start of their roles in August as opposed to at the start of term at the end of September/October.</p>	
<p><b>6. GSU Reform</b></p> <p><b>6.1.</b> Chair highlighted that last year both himself, the GSU Committee and the current GSU President, committed to improving the GSU this year during the elections.</p> <p><b>6.2.</b> There is work on representation that needs to be done which has previously been neglected but has started to happen this year, i.e. minimal contact with supervisors.</p> <p><b>6.3.</b> Chair added there are questions around what the role of GSU President, highlighting that the role is currently a part-time paid role and has been so since 2017 but logic around why the role is paid needs to be reviewed and scrutinised.</p> <p><b>6.4.</b> Chair highlighted that there are many different options to consider and a decision needs to be made around whether more of the Officers should be part-time paid or whether the Union consider paid full-time CU Officers.</p> <p><b>6.5.</b> MN added that it would be key to have 1-2-1 reviews with each of the CU's as it would be erroneous to assume there is a 'one size fits all' solution for this due to the vast differences between CU's.</p>	
<p><b>7. Macosty</b></p> <p><b>7.1.</b> Chair concluded that proposed resolution would be to reset, to apologise and return the mascots.</p> <p><b>7.2.</b> HW questioned if there was plans to carry out Macosty during covid-19. Chair said due to the restrictions there are no plans for this to continue.</p> <p><b>7.3.</b> Chair informed the committee that as government guidelines are consistently changing, Mascotry would not be encouraged but there are plans to review this during term two.</p>	
<p><b>Any Other Business</b> None</p>	