Meeting Minutes

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| Student Executive | | | | | | | | |
| Date: 14/01/25 | | | Meeting Time: 10:30-12:30pm | Meeting Location: Online | | | | |
| Chair | Reece Armstrong (VP Magee / Deputy President) | | | | | | | |
| Clerk | Mark Francos (GPC) | | | | | | | |
| Attendees | Daniel Sanusi (VP Equality and Belonging), Chris Murray (VP Coleraine), Emily Roberts (VP Education), Favour Okpohs (VP Belfast), Connor O’Hagan (VP Sport and Wellbeing), Reece Armstrong (VP Magee), Mandy Mulholland (SVM), | | | | | | | |
| Apologies | Ethan Davies (President) Caitlin-Rose Lowry (Chair of Council) | | | | | | | |
| 1. Review Actions from Previous Meeting | | | | | Presenter: Chair | | | |
| Key Points | * Action One: RAG Week Recipient of Fundraising (All SE Officers). * Action One Update: Funding Belfast Councillors has decided Women’s Aid NI. Magee Councillors have decided on oddballs! Coleraine Councillors are making final decision by end of week.   To be communicated with Activities Manager.   * Action Two: VPE to seek policy on a confidential basis from PVC to discuss with SE. (Policy on Academic Submissions) (VPE) * Action Two Update: Confirmation that from September 25, that submissions will only take place in regular working hours during term time. * Action Three: Review Role Descriptions – Each officer to review role description document and feed back to HoM (All SE Officers) * Action Three Update: Fed back through dedicated meeting that took place yesterday. * Action Four: VPEB to contact Head of Digital Learning around Data in support of accessing digital resources. (VPEB) * Action Four Update: No update, currently awaiting response. | | | | | | | |
| 1. Minutes | | | | | Presenter: Chair | | | |
| Key Points | * The minutes of the previous meeting were approved. | | | | | | | |
| 1. Chair’s Communications | | | | | Presenter: Chair | | | |
| Key Points | * Currently working on picking up additional responsibilities in the absence of the President. * Highlighted that we are all here to work for Students collectively and that he is available with any support that may be required for members of the team. * Been supporting ongoing developments in Magee * Meeting with Downey Group around external events in the Magee area with activities team. | | | | | | | |
| 1. Officer Updates | | | | | Presenter(s): All Officers | | | |
| Key Points | * VP Education   Highlighted work around handbooks, timetable, Seats and Charter consultations.   * VP Equality and Belonging   Engaged with Student Wellbeing around the International Student Forum.  Engaging with BAME+ Network around supporting their international inclusivity conference.  Chinese New Year celebrations will be taking place next week during refreshers next week across all campuses, with multiple events supporting.   * VP Sport and Wellbeing   Only recently returned to the office, focused on Lighthouse Project implementation in Magee over next few weeks.  Currently working on planning for refreshers.  Ongoing support for Sports Clubs and sports club fundraisers.  Ongoing work around RAG provision across campuses including venue selection in Belfast.   * VP Coleraine   Returned Thursday last week  Pantry will be launched by end of Month across all campuses. Included in welcome back guide that is being provided to all students. Finalisation meetings are taking place over next couple of weeks.  Taking couple of capital issues to Management Board later this week to ensure compliance with regulations.   * VP Belfast   Attended Sustainability Working Group and looking at upcoming Swap shop events taking place in March.  Ongoing support is being given to the various ongoing projects including supporting SWANN and Women’s Empowerment, RAG and SHAG week.  Been engaging with estates around accessibility issues and lift challenges specifically on the Belfast Campus. | | | | | | | |
| Agreed Action(s) | | | | | | Responsible | | Deadline |
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| 1. Gaeilge Working Group Update | | | | | Presenter: Chair | | | |
| Key Points | | * No major updates to note. * Group met as collective to discuss progress of group so far, with clear requirement to revisit and look at Terms of Reference in next meeting and to establish clear scope in next meeting. * Potential to look at a two-stream model. | | | | | | |
| Agreed Action(s) | | | | | | Responsible | Deadline | |
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| 1. Article Review Group Update | | | | | Presenter: Chair | | | |
| Key Points | | * Meeting has taken place in-between Student Executive meetings. Latest meeting continued to focus on technical changes to the articles, with major focus on membership designations and ensuring clarity of our membership entitlement. Finalisation of this area was completed alongside completion of the main bulk of the text. * Elements of the articles such as the determination of term limits in the view of the group should be determined if there is a desire for change via referendum. * Officers were asked to contribute to wording around the role of the student executive to be fed back to the ARG via the GPC. Officers to contribute to section by Friday 2pm. | | | | | | |
| Agreed Action(s) | | | | | | Responsible | Deadline | |
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| 1. RAG Week (Ongoing Item) | | Presenter: Chair | | |
| Key Points | * Major planning meeting taking place on Monday with subsequent substantial update to follow at next SE. | | | |
| Agreed Action(s) | | | Responsible | Deadline |
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| 1. SEAtS Update | | Presenter: VP Education | | |
| Key Points | * Major improvements have been made. * New team is ready to step into place in order to support issues and resolve on an urgent basis. * Significant issue has been picked up on that there is a system challenge with integration with Publish. * Communication from VP Education in collaboration with university to take place. * Confirmation that no sanctions are to be applied to students, including no visa implications for international students. * Skeleton email to support officer responses with ARC to be developed to support students. | | | |
| Agreed Action(s) | | | Responsible | Deadline |
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| 1. Team Bonding | | Presenter: VP Equality and Belonging | | |
| Key Points | * VPEB raised the issue around initial teambuilding challenges and the importance of getting to know each other outside of the working environment. * VPEB suggested that the team meets outside of the office. * Chair suggested that we plan following RAG meeting taking place on Monday. * HoM suggested that team bonding is put as a key priority of next years induction period as an organisational priority. * 18th Feb collectively suggested as an officer day. | | | |
| Agreed Action(s) | | | Responsible | Deadline |
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| 1. Tackling Violence Against Women and Girls in Northern Ireland: A Student Movement Response | | Presenter: VP Education | | |
| Key Points | * VPE introduced the charter providing an overview of the work that has gone into the development. Providing an update on the process of signing up. * The group discussed ensuring that this is an embedded piece and that procedure has been followed in terms of development. * GPC suggested some micro changes to text. * Ongoing conversations were held around inclusivity for women of colour. | | | |
| Agreed Action(s) | | | Responsible | Deadline |
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| 1. Student Officer Successes | | Presenter: All Officers | | |
| Key Points | * Each officer has been asked to circulate one specific success to GPC. To be submitted by 2pm Friday. | | | |
| Agreed Action(s) | | | Responsible | Deadline |
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| 1. Any Other Business | | Presenter: Chair | | |
| Key Points | Officer reports are due first week of February. | | | |
| Agreed Action(s) | | | Responsible | Deadline |
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| 1. Date of Next Meeting | | Presenter: Chair |
| Key Points | * The next meeting is currently scheduled for Tuesday 28th January 2025. | |