# Executive Meeting Minutes

## Date: 2nd February 2021 Time: 2pm

## Location: Online

Members: Diversity Officer, Ellis Muirhead (EM), Student Communities Officer, Esther Clissett (EC), President, Alpha Jallow (AJ), Vice-President, Alice Young (AY)

In Attendance: Representation and Advocacy Coordinator, Cassie O’Boyle (COB), Deputy Director, Andy Barnett (AB)

Apologies: Guild Director, Sarah Kerton (SK)

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| Item | Title |
| 1 | AY introduced the meeting. Apologies were received from SK. |
| 2 | No conflicts of interest were declared. |
| 3 | The minutes of the previous meeting were agreed to be discussed in the next meeting. |
| 4 | There were no actions to report on. |
| 5 | AJ updated that he was working on dealing with student feedback, specifically around online teaching and access to information for students learning remotely. AJ noted that the conversations with the University were vital as these could secure wins before delivering a campaign.  EM updated that he had fed back to the University regarding the gender-neutral toilets. They are going to work on changing these at Summer Row but also going to investigate what is possible in Moss and McIntyre House.  EC noted she was working on student feedback at the moment.  AY noted she was working on the Students Deserve Better campaign and UCB Succeeds with AJ. She was also in the process of planning and delivering events each week. AY also has actions from the Equal Opportunities and Access committee. |
| 6 | AB noted there was a positive outcome from discussions with University Accommodation, however, this was of course not including private providers. A student e-mailed us about landlord letters to send to these providers and AB asked if the Exec wanted to support this. The Executive agreed that the guild should provide these template letters so that students could download these and use them to ask their landlords for rent breaks. AY agreed to take the lead on this.  **Action/Decision:** AY to write a template letter to MPs. |
| 7 | AY updated that she would be speaking to Alice Wilby about the following issues:   * Centralised communication * Mental Health Services * One point of contact * Final Year Students having access to facilities post-graduation * Additional practical sessions for all students * Uncapped re-sits   The Executive agreed they were happy with these points being raised with Alice Wilby.  EC wanted to confirm the discussion around mental health service and the executive agreed they should be informed before discussing this further with AW. |
| 8 | AY noted that Coffee Slots were not working because no students were attending. COB asked what the officers had implemented themselves to make these happen. The Executive agreed they need to try more proactive steps to get these up and running. |
| 9 | COB updated on the tracker and offered support to the Officer team to complete their feedback loop with the students they had engaged with. |
| 10 | The Officers each updated something positive they had done this week. |