



Date: Monday 10th October 2022
Time: 18:00 – 20:00
Venue: IOE 20 Bedford Way, W3.04

**Union Executive
Minutes**

Chair: Deniz Akinci, Union Affairs Officer

Members:	P	AP	AB
Angel Ma, LGBTQ+ Officer			X
Callie Yoo, BME Students' Officer	X		
Deniz Akinci, Union Affairs Officer, Chair	X		
Frances Lewin and Camella Ramjet, Disabled Students' Officer (Job Share)		X	
Hamza Ahmed, Education Officer	X		
Harper Taylor-Hanson and Amelia Sampson, Trans Officer	X		
Manon Simmons and Sasha Green, Women's Officer (Job Share)	X		
Mary McHarg, Activities & Engagement Officer	X		
Oluseyi (Seyi) A Osibamowo, Equity & Inclusion Officer	X		
Umair Mehmood, Welfare & Community Officer	X		
Vaania Kapoor Achuthan, Sustainability Officer	X		

In Attendance:
Jeff Saddington-Wiltshire, Representation and Democracy Manager, minutes
Samira Lily Chowdhury, Democracy Assistant
Simon To, Director of Policy Governance and Advocacy

1. Preliminary Matters - Welcome and Introductions

The chair welcomed members to the meeting.

2. Preliminary Matters - Union Exec Training

The members wrote what they believe the purpose of Union Exec is. For instance, Activities & Engagement Officer said to ratify policy at a higher level.

Representation and Democracy Manager spoke about staff support: for instance, they provide briefings and flag policies that may not be feasible.

Representation and Democracy Manager spoke about what is likely to be on an agenda: for instance, policy proposals and Amendments to Governing Documents.

3. Announcements - [Rep Elections](#)

Chair encouraged members to ask their networks to run for positions such as Student Trustees, Faculty Reps and Hall Reps.

4. Announcements - Appointments to Board Committees

Chair states how student roles are available for various committees, such as Risk and Audit and Finance committees.

Action: Representation and Democracy Manager to include a reminder about joining the Board Committees once the minutes are circulated.

5. Matters for Approval - [Approval of minutes from the last meeting](#)

Chair approves minutes from last meeting.

6. Matters for Approval - Follow up on action points from previous meeting

No action points from previous meeting.

7. Matters for Approval - Confirm appointments to Disciplinary Pool

Chair encourages members to sit in Disciplinary Pool. Activities & Engagement Officer clarifies that most misconduct in societies does not reach level of Disciplinary Pool, but are dealt with by Activities network.

Actions- Representation and Democracy Manager to contact non-attendees about whether want to join disciplinary pool

8. Matters for Discussion - Annual Impact Report

No questions were raised.

9. Matters for Discussion - [Existing Union Policy](#)

Representation and Democracy Manager states how all Union Exec policy over the last 2 years is available on the SU website. Representation and Democracy Manager clarifies previous Sabbatical Officers' ongoing policy implementation is inherited by current Sabbatical Officers. Representation and Democracy Manager states that members can decide whether to renew lapsed policy.

10. Officer Priorities - Sabbatical Officer Priorities

Activities & Engagement Officer states her priorities are: creating a mass participation Arts Programme (accessible for people who are new to the arts), creating a Union building, more social spaces and championing student-led activities, and linking volunteering service with clubs and societies.

Education Officer states his priorities are: investing in and developing Academic Rep Network (has employed another Coordination manager), standardise Assessment Feedback quality across UCL, eliminate BAME awarding and outcomes gap, ensure online and in-person learning are working well together and extending the Transition Mentoring network to 2nd years.

Equity and Inclusion Officer priorities are: creating a varied programme for Black History Month, fostering a safe, inclusive student community, host safe spaces for marginalised communities and improving visual and audio access for events (for example, events having a BSL translator).

Union Affairs Officer states his priorities are: improving democracy and Policy Zone engagement, working with different departments to empower students to be Changemakers, providing opportunities for Professional Growth and working to ensure UCL Accommodation is more flexible in their Terms and Conditions.

Welfare & Community Officer states his priorities are: ensuring all students have mental health support (arranging 'Welfare Wednesdays' for students to discuss his policies with him), arranging a Cultural Ball for students to showcase their culture, arranging Eid and Diwali celebrations, creating Sleeping pods on campus, installing bidets in toilets and publicising that 1st year students are entitled to accommodation.

11. Officer Priorities - Student Officer Priorities

Women's Officers' priorities are: to expand their network, work in collaboration with other societies to strengthen their community, continue Project Period (UCL's campaign to have free period products across campus) and work with women's charities across London. Trans officer states that Project Period should also be extended to men's toilets.

Action: Women's Officers, Equity & Inclusion Officer and Welfare & Community Officer will discuss formalising Project Period.

BME Students' Officer priorities are: to increase bonding and engagement with students, collaborate with different societies to host cultural events, and organise a focus group on changing the name of BME Students' Officer to be more inclusive.

Trans Officer priorities are: to organise regular socials to foster a community and raise awareness of Trans networks, organise representation at Welcome fairs, create an opt-out system rather than opt-in system in regards to having pronouns on Portico, creating a trans network for staff and create a platform for welfare and information sharing.

Action: Activities & Engagement Officer recommends that the different networks create their own forums (for example, using Discord platform) to foster a community and to meet with the Marketing Team to discuss communication options.

Sustainability Officer priorities are: adding Carbon footprint to food labels at UCL eateries, creating a traffic light system labelling how sustainable companies are on JobShop website and UCL Career's website, creating a sustainability fund and making UCL's eateries completely plant-based.

Action: Welfare & Community Officer asks Sustainability Officer to possibly collaborate on his toilet strategy of installing bidets across UCL.

12. AOB

Minutes approved as a true and accurate record	
Chair:	Deniz Akinci, Union Affairs Officer
Signature:	Deniz Akinci
Date:	14 October 2022