

### Societies, Sports & Opportunities Executive Minutes

Date & time	28 <sup>th</sup> January 2021 – 18:00
Location	MS Teams
Attendance	<p>Lucy Brown (VP Societies &amp; Sport) – Chair            Kate Roberts (President)            James Shannon            Kayleigh Fryer            Olivia Stocks            Josh Miskin            Charlotte L. Wassell            Evie Skyrme            Chloe Williams</p> <p>Phill Dowler (Democracy Coordinator) – Secretary            Dan Curran (Deputy Head of Membership Support &amp; Engagement)</p>
Apologies	

Item	Action	Responsible	Due
3.	LB to update Executive on future Activities Meetings.	LB	Ongoing
3.	LB to feed back to HW regarding reaching out to Student Groups.	LB	March
3.	LB to look into Shout About It through University Comms.	LB	March
4.	LB to provide feedback to relevant Student Groups.	LB	March
5.	LB to feedback concern of a loss of contextual knowledge.	LB	March
5.	Members to make contact expressing interest.	LB	March
6.	LB to investigate templates for Student Groups.	LB	March
7.	LB to take feedback on awards to the Student Opportunities team.	LB	March
8.	LB to consider feedback and develop a plan alongside the Student Opportunities team for Student Group elections.	LB	March
11.	All members participate in ratifications process.	All	1 <sup>st</sup> – 7 <sup>th</sup> Feb 2021

Item	Notes	Action
1. Welcome	LB welcomes members and notes apologies.	
2. Minutes of the last meeting	LB takes paper as read and minutes are agreed.	
3. Officer Update	LB takes paper as read and focuses on questions built into the paper.	LB to update Executive on future Activities Meetings.

	<p>KF asks for LB to update the Executive on the outcomes and discussions of Activities Meeting which takes place between officers of other Unions.</p> <p>CW asks whether Student Group elections could be postponed so groups could focus on driving activity in the third term rather than elections. JS supports this noting that performing arts groups have scheduled all activity for term three and that delayed elections would benefit them. LB notes suggestions for later agenda item.</p> <p>ES suggests sabbatical officers take a more active role in reaching out to Student Groups to take part in an anti-racism campaign rather than expecting them to reach out first. LB notes VP Wellbeing &amp; Diversity has started doing this but will feed back.</p> <p>LB asks whether members saw communications regarding committee café. The general consensus was that everyone present will have seen them as they subscribe to anything that comes from the Union's channels due to their position on the Executive but that this might not be the case across the majority of committees.</p> <p>Suggestions to improve the committee café included:</p> <ul style="list-style-type: none"><li>- Questions and topics ahead of time.</li><li>- Video promotion.</li><li>- Having them online is a barrier because there's not so much of a casual conversation and it feels formal.</li><li>- Incentivising the café might drive more people but be counterproductive as it becomes a compulsory space rather than one that is an optional benefit.</li></ul> <p>LB asks whether the communications about Shout About It were received. It was noted that as above, those subscribed to Union channels will have seen it.</p> <p>CW asks whether groups have to write a submission. LB clarified that groups don't need to do anything, the team reviews existing content coming in and whether it aligns with Union values.</p> <p>KF notes that groups are waiting to see whether there are any tangible benefits to Shout About It before driving any work in relation to it.</p> <p>JS suggests celebrating the groups through University Channels such as Halls Life.</p>	<p>LB to feed back to HW regarding reaching out to Student Groups.</p> <p>LB to look into Shout About It through University Comms.</p>
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<p>4. Review of Ratified 19/20 Groups</p>	<p>LB takes paper as read and directs conversation through each student group.</p> <p>LB notes that Accounting and Financial Management have opted for dormancy and the Executive agrees for the transition.</p> <p>It is noted that this academic year is particularly challenging and many groups have struggled beyond the ones for review. The extra challenges due to COVID-19 should be considered alongside the paper.</p> <p>It was agreed that all other groups receive extra support where needed for the remainder of the academic year.</p>	<p>LB to provide feedback to relevant Student Groups.</p>
<p>5. VP Societies &amp; Sport Role</p>	<p>LB notes concerns and feedback of previous meeting and asks a set of questions.</p> <p>Do members of the Executive share the same concerns as before?</p> <p>The general consensus is yes, but due to the academic year being a year structured around a COVID-19 year and not a standard year of practice. However having one person leading the Executive and acting as a point of contact has been beneficial.</p> <p>What are the new hopes and concerns?</p> <p>The group agrees that there are a number of concerns which include:</p> <ul style="list-style-type: none"> <li>- The good things that have come from the year will be lost next year.</li> <li>- Planned work from this year that hasn't been completed being lost.</li> <li>- Work that has been completed this year will be lost.</li> </ul> <p>JS raises the concern that there will be a lot of first years running for committee that won't have any contextual knowledge, but also that committees are dominated by third years that will take contextual knowledge with them when they graduate. LB notes that this knowledge needs to be carried over in training.</p> <p>JM asks the progress on members supporting manifesto aims of LB. LB updates that some members did come forward have been part of some projects and have received regular updates. LB invites members still interested to make contact outside of the meeting.</p>	<p>LB to feedback concern of a loss of contextual knowledge.</p> <p>Members to make contact expressing interest.</p>
<p>6. Engaging Students</p>	<p>LB notes that due to COVID-19, engagement from students across all aspects of the University have</p>	<p>LB to investigate</p>

	<p>dropped and as such have been leading on low level participation activities.</p> <p>KF agrees that engagement isn't always doing big things and taking the joy that people are taking part even if it's just an interaction with social media is a benefit.</p> <p>ES asks if there are things societies can share customisable templates created by the SU and notes light touch activities are popular as they can be rolled out easily and don't take much to participate in.</p>	<p>templates for Student Groups.</p>
7. Recognising Student Groups	<p>LB notes the award ceremonies that have taken place in previous years for Student Groups and that an event like that isn't possible this year. The group is asked what sort of awards Student Groups would like to receive and what could that look like.</p> <p>Feedback from the group included:</p> <ul style="list-style-type: none"> <li>- The existing criteria for awards is still valid due to the way it's been drafted however the title of awards could be altered.</li> <li>- Awards should still take place in some form as groups have put in work and are an important part of the year.</li> <li>- Reduce the number of rewards and note more acknowledgements.</li> <li>- Changing the name of awards as the role of awards is important to groups and recognition under the same name for this year when it isn't standard practice wouldn't be as welcomed. This is especially important for sports who haven't been able to compete.</li> <li>- Awards could be delivered through Instagram</li> <li>- Postponing awards to third term when groups have planned most of their activity.</li> </ul> <p>Ideas for topics that could be awarded included:</p> <ul style="list-style-type: none"> <li>- The group that adapted the best</li> <li>- Best online event</li> <li>- The group with the most engagement</li> <li>- The group that did the most to support members wellbeing</li> <li>- The group that did the most to upskill members</li> </ul>	<p>LB to take feedback on awards to the Student Opportunities team.</p>
8. Student Group Elections	<p>LB notes student group elections are due to take place in the coming months and there are challenges with low engagement and low memberships.</p> <p>LB looks to run a legacy campaign to celebrate members and committees from this year to encourage students to take part. KF suggests doing</p>	<p>LB to consider feedback and develop a plan alongside the Student Opportunities</p>

	<p>this through Instagram as well as incentivising elections.</p> <p>Ideas for incentivising included prime spots at a physical fresher's fair, access to Students' Union booking spaces, or online alternatives should physical activity not be possible in the new academic year.</p> <p>Concern was raised that groups who already succeed with engagement shouldn't be elevated further when smaller groups are already struggling. Also a group might win access to large spaces but may not be a group that has experience or the numbers to make use of the space, and would prefer something more relevant.</p> <p>A suggestion was raised that everyone that takes part regardless of whether they vote or stand, could be put into a hat for free memberships, paid for by the Students' Union</p>	<p>team for Student Group elections.</p>
9. Sabbatical Officer Elections	<p>KR provides an update on the elections highlighting that nominations close on the 12<sup>th</sup> of February.</p> <p>KR encourages members to consider putting themselves forward for any of the roles available.</p>	
10. SSO Check-In	<p>LB invites all members to join in a virtual coffee catch-up to support each other in between meetings.</p>	
11. AOB	<p>LB reminds Executive that the third round of ratifications will take place from the 1<sup>st</sup> to the 7<sup>th</sup> of February and encourages all members to participate.</p>	<p>All members participate in ratifications process.</p>