

Ustinov College GCR Exec Meeting

MINUTES



Actions:

XM to sort out insurance and Paypal account.

JG to put up photos on noticeboard.

WG to chase up list of GCR clubs and societies.

YX to organise York Christmas Market trip and possibility of Black Friday event.

AH to investigate possibility of fully booking Gala Cinema for GCR film event.

JG to discuss advertising strategy for hustings with GP.

JF to publish Dropbox account details on Executive Committee group.

18:00 pm, 31/10/16

1. Apologies: XM

Present: JG, KR, AB, WG, TAB, YX, GC, JF, AH

2. Approval of minutes from last meeting.

AB objects, due to lack of list of present attendees and formatting errors such as wrong date and document titled as 'Agenda'. Will be corrected and raised for approval at next meeting.

3. Matters arising from previous minutes.

XM to sort out insurance and Paypal account.

PayPal said that they shall investigate and respond. Recommended to avoid using PayPal for now. Topic shall be raised again next week.

JG and AB to set up doodle poll for date of next hustings and decide ASAP.

Set for 16th November.

JG to put up photos on noticeboard.

JG to arrange.

4. Officer Reports:

a. Clubs & Societies [WG]

Team Durham intercollegiate chess tournament taking place next week. Amateurs welcome.

Contacted about setting up badminton society. Wait until after GM for next round of society ratifications.

WG to chase up previous Clubs and Societies officer regarding list of GCR clubs and societies.

New yoga class being ratified will need to satisfy health and safety training.

One pool table has been taken out of commission due to damage from people kicking it to play free games. Repairs being investigated.

Table football table currently unlocked – currently free to use. Known to have previously jammed regularly. Long-term fix to be investigated and decision on whether table football should be permanently fixed to be made based on this.

b. DSU [TAB]

People of Colour association established.

Postgraduate representative (from the Faculty of Science) now on University Senate.

Alcohol awareness campaign material sent by DSU. Material proven highly unpopular in previous years – decided to run own Alcohol Awareness campaign in next term instead.

c. Facilities [JF]

Vending machine will need to be replaced before the new pound coin is introduced; the old pound coin will be fully phased out by August 2017. Decided to postpone consideration until move to SP since this will be long-term location. Also will need to check if GCR can legally sell items at SP prior to purchasing vending machine.

d. International Officer [YX]

GCR trips should be preferentially run on weekends to avoid timetable clashes.

YX to organise York Christmas Market trip.

Black Friday weekend in Newcastle from 25th November. YX to liaise with XM regarding budget for GCR trip to Newcastle during this event. If budget unavailable, Black Friday trip can be organised unofficially without GCR subsidy.

e. Livers Out Rep [AH]

Spoken to DSU regarding 'Stop, Think, Sign' campaign against people feeling pressured to sign housing contracts this term. Thought to not be a pressing issue for Ustinovians due to high proportion of 1-year Master's degrees and most Ph.D. students organising housing later in the year.

AH investigating possibility of fully booking Gala Cinema for a GCR trip to see 'Rogue One' film in December.

f. Social Secretary [GC]

Adult Halloween party was very successful. Was advertised widely on other postgrad groups. Will try and do this for subsequent parties.

Concerns about some students bringing alcohol from Josephine Butler college to circumvent being cut off at Ustinov Bar. Thought to be difficult to police more effectively than current actions.

GC to discuss Bonfire Night arrangements with KR.

g. Steering [JG]

General Meeting on 16th November containing GCR hustings and to approve insurance purchase. GP to help with advertising, including posters, open office hours, contacting interested people, and counteracting myths regarding about time commitments of GCR roles in emails. JG to discuss further strategy with GP.

Request for Executive Committee members to complete Doodle poll for office hours if they have not already done so.

h. University/College [KR]

Met with college management last week to discuss new SP plans – will be distributed to rest of Executive Committee via Facebook group. Seminar room now planned, to be connected to social space. Use of a sliding wall between these two areas which may be removed for large events has been suggested.

Bar at SP will be bottle bar, due to restriction that bar storage will be not be connected to an external wall.

Due to space restrictions, pool tables to be located in community room in new plans. Concerns about tables being accessible to public.

Post room significantly larger than current one, despite fewer resident students – looking into rearranging layout to make better use of this room, potentially locating pool table(s) there.

Discussions regarding establishment of SP 'Working Group' should have taken place at this week's University Council meeting; more details should be forthcoming.

5. Agenda Items:

a. Future Strategy Regarding Sheraton Park [AB]

i. Pursuit of Legal Action [AB]

Legal action against SP with regard to discrimination and false representation has been previously discussed. Question raised on whether this approach should be pursued, and/or if it should be raised as a referendum question at the next GM.

AB and JG to discuss raising motion at next Executive Committee meeting.

ii. Contacting the Sheraton Park Residents' Association [JG]

JG to contact as previously discussed.

b. Bonfire Night Formal [AB]

i. Event Planning

JG, TAB, KR, YX, WG volunteered to help set up before event.

AB to post on committee for volunteers.

AB to contact Webmaster regarding setting up placesettings.

JF to sort out volunteers for clearing up.

ii. Firework Procurement & Health and Safety

KR bought 16 rockets from Tesco. KR to investigate purchasing more.

JG, JF, XM to speak to Brian regarding Health and Safety. KR and WG to

marshal.

c. Potential Joint Event With Queen's Campus Colleges [JG]

TAB to discuss ideas with QC DSU representatives.

d. Scheduling of GCR Executive Committee Meetings [AB]

Agreed to continue with Executive Committee meetings on Mondays but shifting time to 6.15 p.m. to allow people to arrive after finishing commitments at 6p.m.

e. Meeting with Media Team [JF]

i. Event Photos

Members of Media Team happy to organise people for taking photos.

Unanimous approval by Executive Committee to allow college to upload GCR event photos on Facebook group.

ii. College Calendar

All Executive Committee can access college calendar. Can be accessed via committee email address then selecting Calendar>share>new>add. In details add address as ustinov.college@durham.ac.uk.

iii. College Dropbox

College has access to Dropbox which is available to GCR. JF to publish login information on committee group.

iv. Ustinovian

Asked by Media Team to write 200-300 word update on GCR events.

Deadlines would be 7 days after event. Concerns raised over time commitment and conflicts of interest if events are being written by Executive Committee members. No volunteers.

f. Communications Strategy [JF]

i. Twitter Account

Media Team happy to post regarding GCR events on Twitter.

Support given for specific posts for events, but no opinions that may be misattributed to the GCR.

ii. Chinese Communications

Media team happy to do some communications for GCR on We chat to encourage Chinese students to attend events.

iii. Posters and Advertisement

Question raised if event organiser should be responsible for setting up posters. Noted that this should be Communications Officer's role – until this is filled, decided anyone with time should assist in making posters for events.

g. Zumba Night [JF]

Jacqueline from UIF wants to organise Zumba night. Wants GCR to run after that. Will be told that she needs to set up society.

6. AOB

Reports from John Snow DSU representative that emails had been distributed warning of potential verbal aggression from Ustinov students at University Challenge event, following an outburst from a representative of Ustinov at a meeting. KR unaware of this – presumed to be college meeting if report is accurate. AB has requested further information and email in question. KR to investigate.

Alexander Blair

GCR Secretary

31/10/2016