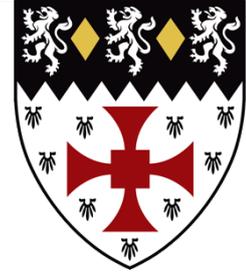


# Ustinov College GCR Exec Meeting

## MINUTES



18:30 pm, 25/03/20, Microsoft Teams

1. **Apologies:** AL, ML, SH, SK, JI
2. **Approval of minutes from last meeting.**
  - a. Approval of minutes from the 18/03/20 – *passed on a general aye*
3. **Matters arising from previous minutes.**
  - a. CA/AH to talk to CIS about the logistics of using Microsoft Teams for the GM. *Done*
  - b. CA to set up Discord for online social events. *Done*
4. **Agenda Items:**
  - a. **Netflix subscription [VB]**

Should we stop paying for the GCR Netflix since Sheraton bar and the Keenan community room are both closed? *The University will probably be closed for numerous months. No GCR events are happening so there is no good reason to use the Netflix account. The only good reason would be if a member of the committee were to run film night and didn't have their own account. We also can't give everyone the login details to a GCR Netflix so can't use it for that either. Vote to cancel subscription until the GCR reopens – motion passed [6 votes].*
  - b. **Summer Ball [DM]**

Should we consider cancelling the Summer Ball? Or maybe try to check with Ramside if we can move it to a later date? With University making the announcement to ask students to stay home and not return to the Uni this will affect numbers. *There are a few reports saying the peak of the coronavirus will be around the 21<sup>st</sup> June, which falls around the Summer Ball date. Diana could ask Ramside if there is a possibility to change the Ball to a later date. It may potentially be more likely to get a refund if the government is telling us that we cannot hold the event. Vera will send round a copy of the contract to see where we stand. It makes sense to postpone the decision to next week after we have made calls to Ramside seeing if we could postpone the event, even till next year and we can look into alternative events for this year. This would be the best idea as there will probably not be many students still around at the end of this academic year.*  
**AP: DM to call Ramside Hall to ask if we can postpone the event to next year.**
  - c. **Vending Machine [CA]**

Should we continue to stock the vending machine whilst there is stock in the office? *It is a possible contamination method if we do restock it, but people also want food. We can't guarantee that the machine itself is clean.*

AP: CA to email Claire/Ian to ask their opinion on restocking the vending machine.

**d. Message from Uni and government to students [DM]**

I had a meeting with PVC Jeremy and I raised the issue of the email from University and the government guidelines. Despite the government website saying if you are feeling okay you should be able to use public transport but advising against unnecessary journeys, University are encouraging students to return home. This would not be as easy for international students. *The official government guidance says you should remain where you are.*

**e. Non-personal email accounts [DM]**

University is looking into removing all non-personal accounts after around one year. The reason is still unclear, but possibly because of breach of data and being able to see emails from your predecessor. They are planning to do this within 1 year to 18 months but now this has happened they are phasing them and we should be prepared for this. One solution would be: get your own email domain, and write your own GDPR policy. This is how Cuth's have done it and don't have any problems with accessing mailing lists. *It is beneficial to us to see emails previously sent from the addresses and previous correspondence. Anything that is not exec related and is personally related could be deleted at the end of every year from each account, especially with welfare. Connor would be happy to set up an email server if it comes to this. Diana will check with Cuth's and update us after the meeting with the PVC. With the exception of welfare, anything we may potentially need in the future should be backed up before the next handovers.*

**f. College support for isolated students [DM]**

University might run out of resources, e.g. for those who are self-isolating. I have asked Sarah, but she seems to think University will be ok. *The concern is mainly for those who have shown symptoms and can't go out to get food. There is nothing we can do currently.*

**g. Change time of exec meetings**

To take into account different time zones of exec members who are now abroad. *Tuesdays at 11am is suggested.*

**5. Officer Reports:**

**a. Bar [AL]**

*The physical bar space is now closed.*

*Diana spoke with Trudie who is currently working on staff training. If we need any information for our future events we can contact her. Diana asked if we could have a floorplan of the HUB. There may also be a video tour of the HUB that we could see.*

**b. Clubs & Societies [RR]**

All clubs and societies are currently on hold, nothing to report. *Team Durham shared a link to online workouts for kids that can also be used for beginners and those out of shape.*

**c. Communications [ML]**

**d. DSU [AH]**

The DSU have released the voting turnout figures finally for the sabbatical officers and trustee elections. 58% of voters voted for RON first, and were thus disqualified. *We are not entirely sure how disaffiliation from the DSU would work.*

**e. Facilities [CA]**

All IRL facilities run by the GCR are now closed, *with the exception of the vending machine that we will check about.* Some students are continuing to tend the allotment as their daily exercise but they are doing this individually in keeping with the latest guidelines. Access to the observatory is possible by arrangement with Ian but I believe I have removed all reason for going there.

Instead I have set up a Discord server for the college (and any newcomers to Sheraton or other postgrads that want it... I am not fussy). This can be used for the pub quizzes, sharing of memes, photos etc., chatting, gaming and general procrastination. I have a few ideas for other features to implement if it sees a lot of users but will hold off for now. A lot of stuff on it is easy to edit so can be updated gently as we go (I want to avoid confusing people though). I will probably need to recruit an admin team to help me... not yet decided whether we use exec/ committee or recruit keen/ tech-savvy volunteers. *In all future emails we send out, including the welfare one, we will include a link to the Discord server.*

*We finally had a reply back about the tech services deadline for the BBQ; the deadline for payment has been extended and is no longer the 26<sup>th</sup> March. They will also refund any deposit if we can't hold the event and they have decreased all deposits to only £200, but we may still need to pay £1500 to get the discount they offered, although this is not a problem if it is refundable. We can potentially look at running an online live stream event instead if we need to in August. This would involve a small group of performers and tech people playing a gig in an empty room that is live streamed. This would be half the price and is worth considering even if we don't have as many people joining in, as it would be half the price and still a social event. This means we can continue planning the event as we have a lot of flexibility with the tech hire.*

*The bar space has been cleared of everything, as well as our pool tables. College will pay to get these re-levelled when they are returned to the bar.*

**f. Finance [VB]**

*I called BT Sport and all payments have been withheld because of COVID-19.*

**g. International Officer [SH]**

1. No trips thanks to COVID-19
2. International Students are scared but they're doing okay.

**h. Livers Out Rep [SK]**

*The PVC told Diana that they are looking to support students in HMO's (houses of multiple occupancy) so they don't have the pressure of paying when they don't have any money.*

**i. Social [JI]**

*The online pub quiz will be starting tomorrow. Connor will speak to the film masters to start a Netflix Watch Party next week. There is also the potential of running a games night through Discord. Alex will post details tomorrow of how exactly the pub*

*quiz will work.*

**j. Steering [AH]**

*We had a GM on Sunday that seemed to work using Microsoft Teams. The voting worked better than expected. Hopefully we can get zoom as everyone will be able to see each other and it will feel more like a meeting. Sarah Prescott was there and I have forwarded all the extra questions to her along with their personal emails so they will receive a reply. There will be another GM at some point when we have more updates on the Ball/BBQ.*

**k. Welfare [BR]**

I'll carry on sending out the biweekly emails. Students are concerned about everything that is going on but I have been answering what I can and directing them to the relevant people when I can't. There is some confusion as to whether people's parents are allowed to come and get them if they are not in quarantine if it counts as an allowed journey - Brenda is trying to find out the answer to that.

**l. University/College [DM]**

**University matters:**

I have been asked by Laura Day to send her any academic-related queries, especially for PGTs, so she can pass it on to University and try to help us get answers.

*University received a lot of emails from international students saying they did not want to be moved or have any extra people in their flats. College has decided not to consolidate anyone from Ustinov for the time being.*

**College matters:**

The College will continue to update students on a daily basis and my CMT meetings have been cancelled from now on. However, they have assured me to read my emails.

**Exec matters:**

The FAQs part on Discord has been updated so that any student can see questions and replies that were raised at the GM.

6. AOB

Rebecca Salthouse

GCR Secretary

25/03/2020