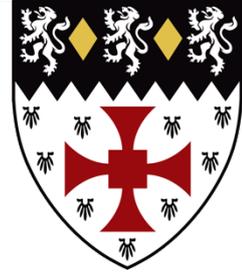


Ustinov College GCR Exec Meeting

MINUTES



11:00 am, 12/05/20

1. **Apologies: RR, SK, ML, JI, SH, VB**
2. **Approval of minutes from last meeting.**
 - a. Approval of minutes from the 05/05/20 – *passed on a general aye.*
3. **Matters arising from previous minutes.**
 - a. DM to ask if Ustinov Bar Staff can be included in alcohol awareness for Fresher's Week (if it still goes ahead). *Ongoing*
DM to check with Jeremy about updating the minutes for the Senate on the website. *Done*
DM to contact the winner of the BBQ logo competition and ask if she is willing to edit it. *Done*
DM to organise film night. *Done*
 - b. CA to think of possible edits for the BBQ logo design. *Done*
CA to post in the GCR/GCP Facebook group about online events (music seminar, film sharing apps). *Ongoing – will be after the Ustinov Live event to share tech details*
CA/BR/RS/Alastair to complete the AGM minutes from 2019 before the next AGM. *Done – Connor has uploaded the, Alex will check*
 - c. VB to ask for an update on the transition refund. *Ongoing*
VB to contact Miles from the hockey club. *Ongoing*
 - d. AH to check the list of HLM's. *Ongoing – see officer report j*
4. **Agenda Items:**
 - a. **College awards online event [DM]**

Despite the actual circumstances and the cancellation of our College awards formal planned for the 6th July, we should move the College awards to an online event and celebrate those students who have contributed to our College. *We could have online nominations and voting as normal and possibly a live awards ceremony over Zoom. We need to work out the rules for the contest with regards to nominations, campaigning, and who can vote. Advertising no campaigning would be the best idea and opening the voting to the whole college. We also need to obtain a list from college to see what awards they would have been sponsoring and decide what awards we want to still give out and if there are any prizes or just do it for fun. If we end up with an online version of the Summer BBQ then this could be a good addition to fill out the day. It would also be nice to have our acting principle to give a speech at the beginning of the awards if it is as a separate event. The 6th July is a Monday so may not be an ideal date.*

AP: DM to ask about sponsors – check with Vera.

b. Exec advertising for AGM [CA]

If we want to give each person a day, we don't have long between now and when nominations are open. It would be good to finalise a plan and schedule to stick to. My thought on a plan:

- Open day with a photo of the officer doing something related to their job (FB, whatsapp, etc.) and a brief description.
- Post other snippets/ photos to insta/ whatsapp throughout the day (where possible)
- Be available on Discord for a time to answer any questions
- Answer any queries in comments/ emails (may be outside the given day)
- Summary from chair email every few days listing the next few roles to be highlighted.

We also need to remember to cover DSU rep and Induction Officer. Livers Out rep and Social Sec run until October so Shreya and James don't need to worry just yet. Webmaster and deputy induction are also elected here, the former may be worth mentioning too? *We will start with Wednesday as Alex will be advertising the AGM and the roles this day. The roles that aren't currently filled will go last.*

Rough schedule: Alex Wednesday, Diana Thursday, Vera Friday, Connor Saturday, Bryony Sunday, Rebecca Tuesday, Arabeth Thursday – the rest of the roles will fill next week until Sunday 24th, which is already in the nomination period. Alex will post in the exec Facebook group to see everyone's availabilities.

c. BBQ contingency planning [CA]

Given the recent government updates, I am thinking we need to start seriously thinking about BBQ alternatives. The current statement on pubs etc. is reopening by 1st July at earliest, but even then with distancing precautions. As I see it, we have 2 main options:

- Have a normal-ish BBQ with allowances made for social distancing. Given the recent lack of GCR social events, this is perhaps something we should aim for. I am however unsure how popular it would be and if it would be worth the expenditure. This is also assuming that issues with catering etc. can be sorted in time given issues with furloughed staff.

- Try and make as good an online alternative as possible. Since we have multiple months to prepare, along with (hopefully) a Ustinov Live as a trial run, we can try and get people engaged in an online event. We can also use some of the ideas HB had to add to it. This could involve spending some of our talent budget - Alastair has had some interest from professional performers in taking part in something like this. The main challenge is then working out what else we can add to get people socialising etc. other than just the music part of it (since everything else I can think of either involves physical participation, food or alcohol). We can also open this up to the BBQ group and wider social committee if we decide to pursue this option.

If a physical BBQ were to go ahead there would still be social distancing rules so many people may not turn up and it will not be like a normal BBQ. The online event is looking more likely and it would be good to make a decision before the AGM, especially if we are hiring external talent that would need to be paid for, even though it will be significantly cheaper than what was originally budgeted. Connor will arrange a meeting with the BBQ group to discuss this before bringing it up in exec next week so we can vote on the decision. An online event seems more feasible but there may be many people who want to return for a small event who didn't get the

chance to say goodbye to friends. The BBQ next year should be particularly advertised for alumni for everyone to have a chance to come back for an event if they can.

AP: CA to write something for the AGM and speak to the BBQ group about this decision.

5. Officer Reports:

a. Bar [AL]

Nothing to report.

b. Clubs & Societies [RR]

There is a new running club on Strava that anyone can join if they download the app.

c. Communications [ML]

Nothing to report.

d. DSU [AH]

I've been contacting the DSU for an update as to why they are ignoring their S.O.s in not allowing anyone to attend Assembly. There appears to be three reasons given for this: firstly, that the trustees have broad power to take emergency measures in this pandemic and that Governance and Grants have agreed to these changes. This seems rather vague, and I am currently investigating this. Secondly, that several members of Assembly have objected to their data being made public. Finally, the only way to do live voting is by using the poll options in Zoom, and that this would not be possible with additional members. This seems unsatisfactory and will be raised with other SU reps to coordinate a response. *The plan is to upload a recording online afterwards anyway.*

e. Facilities [CA]

The vending machine continues to decline slowly. I don't think many people are using it but I'll keep an eye on it as those who still use it probably want to keep doing so.

In other news, Alastair (tech officer) and I have started publicly advertising "Ustinov Live: At Home Edition!". Given the date of the GM, I think I'd like this to be on 5th June (assuming we prefer a Friday?). As soon as we are happy with the number of acts and streaming tech, we'll make the date official.

I have also finished up the period when I stood in for secretary by finishing the minutes from last year's AGM (and with entire weeks to spare!). If those who were there could skim and check I've not missed anything awful before they are seen by the public.

f. Finance [VB]

Nothing to report.

g. International Officer [SH]

Nothing to report.

h. Livers Out Rep [SK]

Nothing to report.

i. Social [JI]

AP: JI to organise a social committee meeting to see if we can come up with ideas for events over the summer.

j. Steering [AH]

I've emailed the date of the AGM to our students. Sarah has confirmed that she is available for questions. I'm still trying to confirm if Miriam was given an HLM. If she were, it would be between October 2014 and October 2015, and I'm currently confirming that I have all of the GM minutes passed in that period.

k. Welfare [BR]

I am trying to find information on exams so I can write a general exam email.

l. University/College [DM]

University matters:

University has created a new "Induction Task and Finish Group" which will be looking into the next academic year Induction events. This aims to advise and guide Academic Departments, Colleges and PSS regarding approaches to induction activities based on a range of planning assumptions, including:

-Students physically arrive for the academic year in September/October 2020.

-Students and staff will be required to maintain social distancing during the induction period and beyond. This includes the potential staggering of student arrivals.

-Elements of the University's teaching and WSE will continue to be delivered online.

-The introduction of an additional start date for new entrants later in the academic year.

-Students do not return physically to the University in September/October 2020 but begin engagement with their studies and the WSE at that point.

-Given the current timescales and existing demand on staff resource, induction will be delivered in a high quality but 'light touch' way.

-And to utilise existing institutional knowledge and experience of delivering engagements that create relationships between the University, students and visitors e.g. virtual Open Days; online platforms to showcase the institution; programmes that have inducted already in an online environment including the MBA and pre-sessional.

We can look into having an online quiz in Induction week and streaming a Ustinov Live online, as well as event in person. We could have simultaneous quizzes with the same questions, one in person and one online, to cater for everybody.

University is looking into this term's accommodation fees; so far there are two proposals:

-A flat rate of £120pw for all Colleges, despite the size and if they were catered or not (there is no food this term).

-A 10% discount on what is paid normally. *10% would be fairer but also would not cover the difference between food and no food.*

These options will be passed to UEC and the final decision will be shared later.

JCR PresComm will have a meeting with University later this week to discuss the Bar staff payroll and how will this affect our bars and students. *If bar prices are raised it*

will deter people from coming and we already do not have that many students who come to the bar and would suffer from this.

College matters:

Next CAB meeting will be in July using ZOOM despite if we go to normal or not. I have advised College to remember our livers-out if they send an update on students returning to Durham, since University has asked students to not return to Colleges. However, there is no information for those who live outside College.

Exec matters:

The actual agreement the GCR and College have for giving accommodation to the President and Treasurer hasn't been formalized in the way of a document. However, College has stated that with the update of the MoA, now known as SLA, University is looking into standardizing the benefits that Common Rooms receive.

The College has asked if there is any event from GCR that could be open to SCR. I have noted that they are welcome to participate in our PubQuiz Night.

6. AOB

Rebecca Salthouse
GCR Secretary
12/05/2020