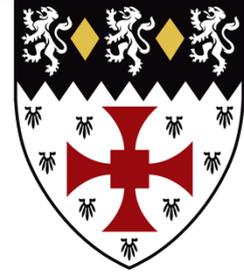


Ustinov College GCR Exec Meeting

MINUTES



11:00 am, 26/05/20

1. **Apologies: JI, ML, SK, RR**
2. **Approval of minutes from last meeting.**
 - a. Approval of minutes from the 19/05/20 – *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 organise college awards timeline and confirm with college. *Done – see agenda item b.*
 - b. CA to post in the GCR/GCP Facebook group about online events (music seminar, film sharing apps). *Ongoing – will be done after Ustinov Live*
CA to contact someone to fix the vending machine. *Ongoing*
CA to sort out the box and donation pot for the vending machine items that can no longer be sold. *Done*
CA to ask Alastair to contact Paul Skerritt for a price for an online BBQ. *Done – waiting to hear back*
 - c. VB to ask for an update on the transition refund. *Ongoing – waiting to hear back*
VB to contact Miles from the hockey club. *Done*
 - d. JI to organise a social committee meeting to see if we can come up with ideas for events over the summer. *Done*
 - e. AL to contact Ian about bar stock going out of date. *Done*
4. **Agenda Items:**
 - a. **Categories for College Awards [DM]**

Last year we had:

 - Outstanding Contribution by an Individual to College Life - PhD Student
 - Outstanding Contribution by an Individual to College Life - Masters Student
 - Undercover Hero
 - Outstanding Contribution by a Non-Ustinovian to College Life
 - Friendliest Bar Staff Member
 - Most Enthusiastic Dancer
 - Best Ustinov Chef
 - Best Non-Competitive College Group
 - Biggest Contribution to Life at Dryburn

The College has asked me if we could add "Volunteer of the year". If so I would suggest that this will apply to our GCR committee too. *We could create a poll on Facebook to ask for ideas for awards. AP: DM to make a poll in the committee. It would be good to have sports awards e.g. best male and best female sports person and best team.*

b. College Awards dates [DM]

Nominations to open on 8 June and close on 22 June. The voting website to launch on 26 June and voting closes on 3 July. *Katie will be in charge of creating a website for voting. Diana will suggest voting on the DUO system as is done for general elections and ask about keeping the voting open for longer.*

c. BBQ budget [CA]

We need to decide how much to pitch at the AGM as a BBQ budget. We have already pretty much decided to cancel the 'in person' aspect for attendees. The next decision is whether we have a small team on site (either at Collingwood or Ustinov) to broadcast music and entertainment. Alastair is contacting our tech people and some of the performers to find out logistics and pricing if we were to scale things back. Since if the online Ustinov Live is very popular, there is then an argument behind spending a little more on the event.

Our current pitch is to be honest about possibilities and expectations and present a (somewhat) optimistic budget since it is easier to roll back and spend less than it is to decide we suddenly want to pay for things.

My current top end budget is something like:

£2000, total.

Breakdown:

£600, tech crew (original price)

£400 staging and additional tech (upper bound, probably less than £250)

£750, talent

£250, redundancy

Even if we decide to have no physical presence at all, it might still be possible to hear from professional outfits and we are making enquiries to work out how much this would cost and what sort of thing they could offer us. I suspect this may work out a little pricier than talent usually costs (as it's more effort on their part) but we will have no tech/ staging expenditure.

I realise this is pretty similar to last week, but the AGM is fast approaching. I'll keep you updated as/ when I receive more info.

Alastair is attempting to set up a Zoom call with the tech guys to discuss this option. Some people may question spending £2000 on a live stream as this is a lot of money. It is possible to have Ustinov performers and have the event fully online, with a budget of around £500 to pay performers to live stream music for us. Until we run Ustinov Live we won't know how popular these online events are going to be. We are also not spending any money on any more events over the summer so we have money to spend. If the event is going to be popular then we can justify spending £2000. If the £2000 budget gets rejected at the AGM then we can have a smaller budget put together as a contingency plan but we are waiting to hear back from Paul Skerritt to see how much this will reasonably be. AP: AH to come up with the wording for the voting of the BBQ budgets at the AGM.

Connor will present 2 budgets at the AGM: the one listed and one at £700 (£500 for talent and £200 for redundancy). Vote to take these 2 budgets to our members at the AGM and see which they prefer – passed unanimously.

5. Officer Reports:

a. Bar [AL]

Bar workers will not be furloughed. James is drafting a petition to question this as some people do need the furlough, but we are not hopeful they will change their minds. It would be good to have some cocktail and mocktail recipes to give out for the BBQ, including some simple recipes so people are more likely to already have the ingredients at home. Arabeth will work on this as we already had cocktails planned for St Patrick's Day.

b. Clubs & Societies [RR]

AP: RR to find out which teams have won their leagues.

c. Communications [ML]

Nothing to report.

d. DSU [AH]

This week will see the inaugural NUS Liberation Conference, and the current DSU Welfare and Liberation Officer is running to be the Vice President at this conference. I've shared a form that the current SU officers are asking people to fill out to help guide them in lobbying the uni to provide better financial aid to those facing Covid-19 related financial difficulties.

e. Facilities [CA]

I've made signs and put an honesty box in reception to offload the vending machine stock. *Still need to find someone with experience to fix the vending machine.*
Latest update on Ustinov Live is that we're pretty sure we can make 12th June. We have enough performers (not all are singing/ playing) and will be testing out the tech this week. First test will be private(ish), second test we aren't planning to publicise much, but it will be visible on Facebook as we want to ensure the bandwidth is suitable. Once the first test is done, we will make a Facebook event and do all the relevant booking.

f. Finance [VB]

2018-19 accounts paperwork is all sorted out and the package will be picked up by Hermes today and delivered to the accountant in Newcastle. Following last year's precedent, we should be able to pass the accounts at the AGM even if we haven't heard back from the accountant by then (provisionally).

Figures:

Balance Brought Forward (19/05/20): £38,397.91

Graduate Society Hockey Club (Umpire payments) (26/05/20) -£85.00

Balance Carried Forward (26/05/20): £38,312.91

g. International Officer [SH]

I had some lovely email replies from the Eid Mubarak message I sent out. Diana is working with college to help minimise the damage caused by the University email about collecting belongings left in accommodation and is addressing all worries and questions that have been asked by postgraduates and international students.

h. Livers Out Rep [SK]

Nothing to report.

i. Social [JI]

Nothing to report – there will be a social committee meeting this afternoon at 2 pm.

j. Steering [AH]

A final email motivating people to run for positions in Sundays GM and submit motions will be sent out today. The AGM will be held on Sunday afternoon on Microsoft Teams. An agenda and link will be sent round shortly. I would like to thank the efforts of my fellow exec in advertising their positions to the wider Ustinov student body.

k. Welfare [BR]

College want to restart their weekly welfare wellbeing meetings. It was Mental Health Awareness week last week, so I am writing some awareness posts this week to send out as mental health does not just last for one week! Sadly, we can't have another dog day, but we could have a day on Instagram where we encourage people to send in pictures of their pets.

l. University/College [DM]

University matters:

After the very badly timed email from University about “Retrieving your belongings and Residence charges”, JCR PresComm sent an email to Jeremy to raise the concerns. Also MCR PresComm is concerned about how University is handling information sent to students and causing them more stress during the exam period. We will discuss this matter later at our meeting tomorrow. *There will be a meeting with the Chancellor to get an idea of the wider student experience and they want our opinions so I will be in the meeting to see what they are expecting from common rooms.*

College matters:

Formals for next year update: University is considering having a system such as classing flat residents as a “household”, so they can be seated together. However, I have raised the implications for attendance by livers-out. *This also doesn't work for students living in studio flats and relies on everyone from a flat wanting to attend a formal. It also defeats the usual social aspect of formals.*

Update on Bar staff furloughing: confirmation that casual bar staff will not be furloughed through government retention scheme has been sent out by University, based on the fact that casual staff cannot be furloughed.

Pay raise for bar staff update: for all students across the University, the aim is to bring the bar staff wages in line with Living Wage. However, Ustinov College already adopts the Living Wage, so bar staff might not see any benefits; I'm looking into this. *Greg has moved all the bikes that were at Sheraton to the back of Neville House to prevent theft. College also sent round an email about the heating being turned off from May and that it was a decision from University. The issue has been raised for having a different schedule for postgrads as we are there all year round but this has been rejected in the past.*

Exec matters:

Late Night Openings: College has advised pushing back any late-night openings we had left to the end of the Academic Year 19/20, with the next round of late-night openings starting in January for the new Academic Year 20/21. Normally the period

is from October to September. *This is if any major changes happen with the pandemic before then to allow us to have social gatherings. We are also still pushing to have more late-night openings.*

6. AOB

Rebecca Salthouse

GCR Secretary

26/05/2020