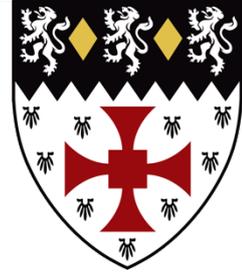


# Ustinov College GCR Exec Meeting

## MINUTES



11:00 am, 19/05/20

1. **Apologies: ML, RR, JI, SK**
2. **Approval of minutes from last meeting.**
  - a. Approval of minutes from the 26/05/20 – *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 make a poll in the committee Facebook group for suggestions for college awards. *Done*
  - 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*
  - c. VB to ask for an update on the transition refund. *Ongoing – waiting to hear back*
  - d. AH to come up with the wording for the voting of the BBQ budgets at the AGM. *Done*
  - e. RR to find out which teams have won their leagues. *Ongoing – waiting to hear back from Team Durham*
4. **Agenda Items:**
  - a. **Modification of GCR membership levies [DM]**

After our AGM, we should consider modifying our price for students who arrive later and want to pay the levy. *This would need approval from the trustees and then GCR members. Changing the price at the moment would be a complete guess. This would also depend a lot on what happens in first term and how many events in person we can hold as it would not be fair to charge people arriving in January less if those arriving in October have not had opportunity for many discounted events. Members will still benefit from facilities if the Observatory building is open. It might be worth looking into an online only membership alternative that will benefit international students and those not in Durham. This can include running for positions and can then be upgraded to a full social membership when they arrive in Durham. The price of this could be maximum £10 and £5 would be more reasonable. It would also be difficult to track financially. We would need to come up with an incentive for the membership other than just democracy. Inviting newcomers to the BBQ in August before the term starts can help with outreach and promoting the GCR. This should be a decision for the new exec closer to the time when it is confirmed*

*whether first term is online or not.*

**b. Categories for the College Awards [DM]**

Here are all the categories that I have so far:

Serious list (nominations from another person):

- 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
- Best Non-Competitive College Group
- Biggest Contribution to Life at Dryburn
- Volunteer of the year

Less serious (allow self-submission + video/ pic with them):

- Most Enthusiastic Dancer
- Best Ustinov Chef
- Lockdown haircut
- Lockdown fashion
- Art/ doodle ("send us what you've made!")
- The best person to have on your quiz team.
- Most likely to be found in the bar.
- Best Newcomer.
- Golden Oldie (for those who have been at Ustinov for a while!).
- The best person to go to for advice / Best Advice.
- Most likely to be the first up to sing at Karaoke.
- Most competitive gamer / Most likely to flip the table during games night.
- Best dresser.
- Biggest smile.
- Best hugs.
- Most likely to pull an all-nighter.
- Best pet
- Best quiz host
- Best sports team
- The biggest contribution to college sport (male+female, nominations by team members) *this would be instead of MVP.*
- Most enthusiastic lockdown runner
- Green thumb
- Best zoom backgrounds

*There are a lot of categories so we could say that there needs to be a minimum of 3 nominations for each category for this category to go ahead. Some of the categories will need a sentence explaining the category (especially e.g. green thumb). We also need to make clear the comedy categories. AP: DM to add a description of each category and include a disclaimer that any inappropriate submissions will be deleted.*

**5. Officer Reports:**

**a. Bar [AL]**

We had a meeting with Ian and Sarah this morning. We were discussing different options for not making a huge loss next year. We were talking about having the bar open only on usually busier nights but still having the physical space open all nights where people can bring their own drinks if the bar is not open. The openings as

discussed so far will be Thursday 8-11, Friday and Saturday 8-12 and still having party nights. These openings will also not last forever, only this year at least and will be reviewed at the end of every term. The biggest loss in the bar is due to staffing. Our costs will always be significantly higher as our bar is not run in the same way as other colleges with sabbatical positions. The bar is also the open social space that Ustinov has. If we don't open it for 3 nights a week, people may stop getting in the habit of going there. On the other hand, if it is only open a few nights a week it may encourage more people to socialise on those days. We have the vending machine and college have also suggested a coffee machine that will be good for days when the café is not open. It may be confusing if students are allowed to bring in their own alcohol on some nights but not others so bar staff training will need to be increased. We just need to communicate clearly when the bar is open. This is the best outcome we could have hoped for as the bar will still be open.

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

Nothing to report.

**c. Communications [ML]**

*We need someone to communicate about voting for the GCR elections on WeChat as Diana can't do this.*

**d. DSU [AH]**

*We had a democracy review meeting on Friday about whether we should use an external company or students. Justifying spending money on an external company would currently be difficult with the financial situation. They will look harder into the ways of monitoring people. They are looking into this as they need to make sure the review is impartial.*

**e. Facilities [CA]**

The honesty box emptied fast, still waiting to hear how much it made. There are still some vending machine supplies in the office but they're good for a while yet. *I have also sent out another email advertising Ustinov Live. The final test before the event will be publicised.*

**f. Finance [VB]**

The different 20/21 budget options were put to a vote in the exec Facebook group and the option unanimously chosen to be put to the AGM was the new budget based on an 11.6 K composition fee and an 8 K BBQ budget.

**g. International Officer [SH]**

It would be nice to advertise Ustinov to incoming students who currently have to choose their college. University is planning on filling Ustinov accommodation as a priority as rent needs to be paid so we do not want to make a loss. *It was suggested to create an alumni Facebook page so we can advertise events in there that may be interesting and keep people engaged. We could share events such as the online Ustinov Live in this page and it would be a great community during Covid and a way to keep people connected. AP: SH to draft an alumni Facebook group description.* *The recipes Shaf sent out were successful so this may be something to carry on sharing and involve more international students.*

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

*Sarah is going to send an email out later addressing questions Shreya raised about private accommodation and how they are retrieving their belongings.*

**i. Social [JI]**

*There are not many people involved in the Netflix watch parties. Diana suggest it may be a better idea to watch YouTube videos and have a Zoom call together. There may be issues with buffering and videos not in sync but it may be worth a try to be accessible to more people.*

**j. Steering [AH]**

Thank you all for attending the AGM on Sunday. I apologise for the issues with the voting. I am writing a report from the GM about things that went wrong and how we can have another election on Sunday without these issues. We will use the Zoom poll instead of Google docs poll. The host and any co-hosts can see the progress of the polls so are ineligible for voting. An issue with using Zoom polls is the Chair is forced to see the results of the poll as the election is coming and raising some potential conflicts of interest as they choose when the poll is ending. We can get around this by having a set time of when the poll will open and close. IN the last call, multiple people were attending on a shared device which caused issues with quorum. This has been advertised to be disallowed at the next meeting so the chair can see easily how many people we have in the call. The Zoom polls will also stop people voting multiple times and we should be able to fix issues if people do get disconnected. I am doing a larger report with more details about what went wrong in the AGM. We should have a better system in place before the next academic year.

**k. Welfare [BR]**

It is Pride month so I have messaged the welfare team to see what we can do. We will definitely do a film and maybe a themed pub quiz.

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

**University matters:**

From the meeting with PVC, it has been noted that the GMO is not cancelled, University is looking into a system that is safer since the CDFHS cannot handle the process due to the risks of spreading the virus.

University is looking into having a reduction of £110 million.

Operational Principles for the next academic year have been discussed, more feedback will be shared through the Principal of each College.

The first WSE Review meeting has been held, there was feedback about how to involve more International students, improve the facilities Colleges have so students can get a proper College experience, and have more Postgrads involved on WSE.

Deadline to email any feedback is on the 15th of June and there is another meeting scheduled for later for more feedback.

**College matters:**

College has been asked to look into a reduction of budgets. Some of these reductions that will affect the GCR are the removal of the 50% discount on Treasurer accommodation, and possible changes to the operation of the bar/cafe for the next academic year; more will be discussed at the next meeting.

**Exec matters:**

College Awards update - after going backwards and forwards with College, the final dates for this are: from 15th June to 29th June Open nominations, photos and/or videos will be sent to President email. From 3rd July to 10th July Voting period.

I have shared more information about the charges College will do in the case students want to opt-in to be charged instead of returning keys and card. *There are some obvious security issues with not returning keys so Diana will check with college about this.* Information about “retrieving your belongings from College” has been updated. Mediation meetings with the DSU are starting.

6. AOB

Rebecca Salthouse

GCR Secretary

02/06/2020