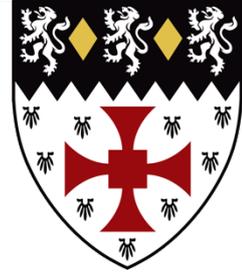


# Ustinov College GCR Exec Meeting

## MINUTES



11:00 am, 09/06/20

1. **Apologies: ML, RR, JI, AL**
2. **Approval of minutes from last meeting.**
  - a. Approval of minutes from the 02/06/20 – *approved on a general aye*
3. **Matters arising from previous minutes.**
  - a. **Results from elections:**
    - i. President: Diana Martinez
    - ii. Chairperson: Connor Armstrong
    - iii. Clubs and Societies Officer: Christos Vlahos
    - iv. Secretary: Brad Din
  - b. 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 add a description of each category for the college awards and include a disclaimer that any inappropriate submissions will be deleted. *Done – see agenda point a*
  - c. 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*
  - d. VB to ask for an update on the transition refund. *Ongoing – waiting to hear back*
  - e. RR to find out which teams have won their leagues. *Ongoing*
  - f. SH to draft an alumni Facebook group description. *Ongoing*
4. **Agenda Items:**
  - a. **College Awards [DM]**

Check the College Awards categories description and rules so they can be sent to College. The link was posted in the Facebook group and suggestions were made in the comments. *If anyone has any more comments then post on the exec page, otherwise I will send the document to Katie this evening.*
  - b. **Handover [AH]**

We have held our AGM, and several new members have been elected to the Exec. Due to the delay in the ISO elections, it would not be fair to invite the others to today's meeting. Unfortunately, we elected a limited number of new officers, which will make handover difficult. Additionally, next year looks to be quite unpredictable

– roles will inevitably be different than they have been in the previous year due to Covid, and the likelihood that the GCR will run “online-only” for a few months. Could Exec please spend the next week updating the handover documents for their positions to reflect the likelihood that roles will be different, including any things that have worked well, and advice for next year.

Next year’s Exec will be invited to the next meeting to see how things are run. Current Exec will give reports then, with the aim of the incoming members taking over the week/ two weeks after that. Unfortunately, I will be unable to attend that meeting. *We can reschedule next week’s meeting to a different day to suit as many people as possible.* AP: AH to make a poll once ISO election has ended to see when everyone is free.

**c. Treasurer role [VB]**

Who is going to take over the treasurer role in the new exec? Who should I hand over to? *Vera will show Diana and Connor the role and they can record the explanations to help with a potential handover if someone is elected in September. Diana and Connor will be the only trustees on the next exec so the bank account can be transferred to Diana and Connor’s names. The assistant treasurer will also still be around for a few months to help out. We can see there being issues with filling the role of treasurer since there is no longer a scholarship for half the value of a college room for the year. We cannot directly fund the treasurer from our accounts as we are a charity and it is stated in our constitution. The treasurer is a valuable role within the GCR and there will be serious consequences if the role is not filled.*

**5. Officer Reports:**

**a. Bar [AL]**

Nothing to report.

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

*We nominated Volleyball for Team of the year and Basketball for Club of the year. Rayan has advertised the Question of Sport quiz that University is holding to see if anyone is interested in joining the team.*

**c. Communications [ML]**

Nothing to report.

**d. DSU [AH]**

The June Assembly was cancelled on Monday due to a lack of SU staff. The DSU is required to have a minimum number of meetings a year according to their Governing Documents. I will check this, as I believe it is possible that they are counting the Meeting in Term 2 which was postponed due to Covid and replaced by the Opening Forum. If so, I will raise that this is unacceptable.

**e. Facilities [CA]**

Still continuing with prepping for Ustinov Live and convening the BBQ group this weekend to discuss an action plan now we have a budget. The public Ustinov Live check will probably be tomorrow. I will also be contacting CIS to see what audio and visual equipment they can lend us for the BBQ.

**f. Finance [VB]**

Nothing to report.

**g. International Officer [SH]**

A bunch of students have reached out to me about POC rep. They would like to do a series of webinars or protests for the BLM movement.

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

Nothing to report.

**i. Social [JI]**

*Ustinov Live should not be submitted to the University calendar and the Summer BBQ that we are going to rebrand to "Virtual Ustinov Day". Connor will message Katie about adjusting the logo in line with the rebranding.*

**j. Steering [AH]**

We had the Emergency AGM. A vibrant discussion was held on some of the Agenda items, which is good to see, and it appears that the voting issues were fixed from the previous week. Unfortunately, quorum was again an issue which is worrying. Holding GMs online should make it easier for people to attend, and indeed members were participating from across the globe. That said, the vast majority of members were current or former committee members. *There was a higher proportion of RON votes in the last election compared to previous elections. This could represent that students are feeling some sort of separation from the GCR, which is understandable in the current climate, but something that should be addressed if possible.*

**k. Welfare [BR]**

*I have spoken to the welfare team about doing something for Pride month. Nicole is keen to run an event highlighting important events for the LGBTQ+ community that have happened throughout the year.*

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

**University matters:**

Levy charges for Term 1 will be discussed in our next meeting with PVC. We had our first meeting with the College and International Induction Group where we discussed students physically arriving in Durham in September/October with social distancing, some live teaching in October, and if International students will need a period of quarantine. Key areas we are working on are International arrivals, home arrivals, paperwork verifications, healthcare and electoral commission, community (collegiate) welcome, consent and SMW issues. Deadline to submit our solution is 14<sup>th</sup> August. *University will have students arriving in the first term from the 25<sup>th</sup> September. The issue is that the current government guidelines state international arrivals need to quarantine for 14 days so College were discussing how this would be done and where to house students. We are working on how to transfer students as at the beginning of the year we have a shuttle bus from Newcastle to bring students here, so we need to make sure this is handled safely. University is preparing to have some physical aspects of teaching at the beginning of the next academic year for those who can arrive in Durham if this is possible. The deadline to submit solutions is the 14th August but ideally, we should have a solution sooner for International students.*

**College matters:**

The College has raised with University the issue of future students living on-site, concerns of undergrads and membership of different Colleges was discussed. However, the final decision will depend on University. *We will potentially have students arriving in the first term, but we do not know how many yet depending on where they are arriving from. Sarah was pretty sure that we will not have undergrads living in our college accommodation and is trying to push to have only Ustinovians living here, but University will make the final decision.*

**Exec matters:**

The College will support our Summer BBQ by providing the GCP kit for streaming and giving access to the bar/cafe area, but social distancing has to be taken into consideration. *Alastair has contacted the external tech team and it is possible to use our bar area.*

**6. AOB**

AP: Everyone to extend non-personal email accounts and change ownership if your position is being taken over.

**Video to explain what the GCR does [DM]** – if you have any suggestions then let me know. This would be useful in promoting the GCR and memberships.

Rebecca Salthouse

GCR Secretary

09/06/2020