

Ustinov College GCR Exec Meeting

Minutes

6:00 pm, 19/10/21



Action Points From Minutes – red is new from today's meeting.

CA to extend last few email accounts

CA to contact someone to fix the vending machine

CA to find out about the updates to green move-in sale, and update details about facilities at SP for handbook

CA to organise an online office hours rota as the new committee comes in

DM to check with university and college about the consequences of purchasing drug testing kits

DM to ask college regarding Peter Ustinov celebration and pass info onto SG to plan events if necessary

DM to email Ramside to postpone booking until the Summer of 2022

JB to recontact women's refuge regarding donations

SG to post poll gauging interest in a jazz night of some kind

VV to create a social budget number for SG to plan events with

1. Apologies:

Present: *BD, DM, CA, JB, CV, MZ, VV, FD, SG, LC*

2. Approval of minutes from last meeting.

- a. Approval of minutes from 25/01/2021 – *passed on a general aye*

3. Matters arising from previous minutes.

- a. CA to extend last few email accounts *ongoing*
- b. CA to contact someone to fix the vending machine *ongoing*
- c. CA to find out about the updates to green move-in sale, and update details about facilities at SP for handbook *ongoing*
- d. CA to organise an online office hours rota as the new committee comes in *ongoing*
- e. DM to check with university and college about the consequences of purchasing drug testing kits *ongoing*
- f. DM to ask college regarding Peter Ustinov celebration and pass info onto SG to plan events if necessary *ongoing*
- g. JB to recontact women's refuge regarding donations *ongoing*
- h. FD to post on Livers out group to advertise the formal *done*

4. Agenda Items:

a. [DM] Feedback on Assembly Papers 04.02.21

- Documents have been circulated on January 29th. Are there any points you would like me to rise?

Freedom of speech policy is particularly interesting; might not need to be voted on now. Can be dealt with over messenger to read the details.

Assembly is on upcoming Thursday, so should do soon.

b. [DM] Summer ball on June 18th

- With students taking Term 2 online, and with the possibility that they might return to Term 3, should we keep the booking, or should we contact Ramside

Hall and check if we can move the date again?

Timeframe still seems ambitious, and a full refund seems unlikely. The rules are likely to change, so it doesn't seem worth planning out details now. See if we can postpone this. Vote to postpone Ramside until next year.

[AP] DM to email Ramside to postpone booking until the Summer of 2022.

Possibility of summer events alternatives; big outdoor spaces could be an option; will be worth looking at this later on.

c. [DM] Support for the community art project with an environmental theme for children in Sheraton Park (£15)

- GUSP is organizing the project with support from SPRA, my proposition is to add Keenan House to the project and in return support the project too.

- The idea is for a community art project using mosaic for children aged 5+ around the theme of 'bugs'. The community artist would be giving her time voluntarily and providing most of the materials from those she has at hand. There are 5 stages to the project, which has been designed with Covid precautions in mind throughout:

- Now to the end of Feb half term: advice from SPRA; piloting of instructions sheets for mosaic making; preparation of information sheets about insects; preparation of advertising material for facebook and to be delivered to households.

- 20th Feb-13th March: advertising and encouragement of households with children to register and prepare initial drawings of bugs.

- 22nd March-26th March: distribution of mosaic 'packs' to each registered household.

- Easter Holidays 27th March to 11th April children and young people make the mosaics

- Mosaics collected by 17th April and grouted and made safe by the artist.

- 1-8th May mosaics displayed in a public place, then returned to maker. Images are displayed on Facebook, Instagram etc.

We still have 22 families in Keenan house. Need to see how many want to participate, but seemingly a good idea to at least advertise. We haven't done much for kids, and this is relatively cheap.

Vote to pas this money; passes with all in favour.

d. [SG] Jazz Night Musician Booking (lockdownpresents.com)

- To book a Jazz musician for a zoom performance as part of the Epiphany social calendar on Friday 19th February. Pricing information below:

- £30 per 15 minutes for a Jazz genre, saxophonist. £30 is minimum fee. £60 for half an hour.

- You can design your own playlist that they then follow or they can create one for you. £90 for 45mins.

- 'Most artists are instantly bookable with typically 48 hours notice up to 2-4 weeks in advance. ' – right now the website won't let me book past Valentines day, assuming this will update closer to the time.

Could make a poll to take suggestions for the songs

Is there a policy on recordings? Timezone issues for students who can't make it on the date of the event, even if it's available for up to a week.

Put an unlisted video up and delete after the fact.

Could even have two events; say Friday evening and Saturday daytime to accommodate different zones.

e.g. pay for 2x 15 min slots if they don't allow a recording.

Is this worth it? If so, how much should be budgeted?

If so, could we do a poll to gauge interest?

Is the date fixed? No; can be moved for logistic if needed.

Can combine it with mentor night.

Can make it more of an event, e.g. jazz, wine and cheese.

Format is zoom related etc

[AP] SG to post poll gauging interest in a jazz night of some kind

Ask in the poll about timings, and if they're in Durham, and interested in wine and cheese etc.

Can turn this into a karaoke session if people are interested, with wine and cheese?

Market place has good options; should still be open.

Date may need to be pushed back, but logistics have been fine tuned with formal practice etc; typically takes about 2 weeks.

Try not to push back; has already been advertised etc.

Different formal numbers; one was a reasonably priced meal, but one was just a cocktail package.

Do we want to ticket the entire event, or just recoup the wine and cheese that we're buying?

Probably not want to ticket the jazz itself. We've saved a lot of money; can we afford to give them for free? Could we do the whole thing for free?

Would depend on interest etc. Need to get the numbers for this. Lots of work, but need more information!

e. [SG] Weekly online pub quiz prizes

- Last week had 3 teams in attendance, but I think that if we incorporated online prizes it would boost attendance and overall enjoyment. Some suggestions include an amazon voucher as we did for the baking competition since it can be sent electronically. Teams would nominate a team captain to receive it and ensure its split equally between the team/spent fairly. Open to suggestions. Can't charge them since it's online, but might be nice to have prizes. Teams are max 8, but typically around 5. Vouchers might be ideal, since people might be all over the place.

Probably too expensive to give say ~£15 per week for each term. Could give out access to Netflix/Disney+ or shout them out on Newsletter.

[AP] VV to create a social budget number for SG to plan events with.

We could have termly quizzes which have a prize, where it is for example £20-25 prize per team?

If the point of giving away money is to get more participation, then could we have a term long event? Probably won't have enough interest in this; better to have a short one time event.

f. [JB] Offering welfare products to livers in/out:

An alternative suggestion by Sarah, which increases privacy, is to provide bags of the items in the lobby of the community room so students can go in and help themselves. The room can then be fogged. Sarah suggests doing it as one morning/afternoon per week.

This is an alternative to dropping supplies off to students.

Seems pretty good; much simpler. Students should take an LFT test before they arrive (taken within 24 hrs, but won't be policed). This removes the point of anonymity; so this would have to be trusted. Will be encouraged.

If it's in the Community room, then somewhat public; risk of vandalization? Ensure that there are no signs, but pictures in email etc.

5. Officer Reports:

- a. Bar [-]**
- Nothing to report.
- b. Clubs & Societies [CV]**
- Gym is continuing fully booked every day. As an update from tomorrow (Tuesday) you can only get access in the gym if you can provide proof of a negative LFT in the past 24hrs. That's in addition to all previous restrictions and is a general university policy. There was another pool booking last weekend. I'm thinking of making a post on our website and we can share it with the newsletter so people don't need to go back to the original email.
- I have submitted a team to take part in the competitive sport socials. Expecting some news regarding these competitions soon.
- Also Team Durham is restarting the college Strava competitions. I'll circulate it among the running society and maybe we could put it in the GCR & College newsletters as well. Will push it through Team Ustinov social media.
- c. Communications [LC]**
- Newsletter 11 sent out this week advertising the Burns Night | Ustinov Live and the various social events taking place this week
- Relevant adverts for social events and reminders posted on social media platforms
- d. DSU [-] (DM)**
- The next Assembly is taking place on Thursday 4 February at 6pm and to increase participation and access in DSU's democracy during the pandemic, they are asking students to register if they wish to observe Assembly. The DSU is releasing 50 observer places, in addition to this year's 43 Assembly participants. This number reflects the capacity they would usually book for a physical room, based on past attendance. However, if more students wish to come, they have the ability to increase the number of observer places available. To book a space the deadline is 18:00 on Wednesday 3rd February.
- e. Facilities [-] (DM)**
- Changes on the rules for the use of the gym (household exercise space) has been changed. The new regulation is that any student who wants to use it must provide a negative COVID-19 test within the last 24-hours.
- College has agreed to give access to any Ustinovian and local resident to the allotment, with the restriction of having a booking system in order to avoid mixing of households. I am currently working on how they will have access to the tools.
- f. Finance [VV]**
- Current Account: £ 46,960.23
- An income of £77.67 should have been received now in relation to VAT from the University.
- Overall the Burns Night event went well. We generated an income of £73, selling 16 tickets.
Only £36 of expenditure for the event. Still waiting for Connie with the receipts.
- g. International Officer [MZ]**
- Nothing to report.
Working with Durham PoC association; their initiative 'decolonised hiking'

(walking with a pair). Maybe will share the link for this?

We had a similar proposal previously with some college wanting to have walks with our students; whilst we are in lockdown perhaps this shouldn't be advertised. Even though there are promising signs, we're still in lockdown. As soon as it's less restrictive, this is still something we can do on our own.

h. Livers Out Rep [FD]

- Over past week, I have arranged the deliveries that I did for the Burns Night Formal. I first got in contact with the livers out who bought the tickets for the formal and then delivered the packs (7 people, two households in total).

i. Social [SG]

- Social calendar has now run for a week.
- Movie night and games night had little to no attendance.
- Weekly quiz had 3 teams attending - I won't be able to host this week, any volunteers here if we can't get external ones?
- Thanks everyone for your help in launching the Burns Night Formal - the people who took part seemed to enjoy it so very happy with that.
Youtube view count for Ustinov Live as of yesterday was 123; not a bad turnout!

j. Steering [CA]

- I've begun advertising for the GM, by email, Facebook and Whatsapp as well as a mention a the Ustinov Live Stream. I'll continue pushing the open positions before the deadline, I'll then switch to focus more on the event itself. I'll create a Zoom link ready for the Newsletter tomorrow, which can then be included when Brad send out the agenda. If there are any agenda items from you guys, please get them to me before 2359 on Wednesday (or earlier if Brad says earlier). I'm also going to email a couple of those who considered running at the October GM and see if they'd be interested in doing it this time around.

k. Welfare [JB]

- Livers out welfare supplies project currently on hold awaiting updates from Martin and Sarah. May have some news by the meeting. Allotment work approved so the society will start taking bookings soon for households to tend to individual patches. LGBT+ History Month starts today - and events will soon be arranged and organised. Donations for refuge will be collected this week - probably Friday.

l. University/College Matters [DM]

University matters

- Nothing to report.

College matters

- Livers Out would still need to enter College to collect/return keys in order to get access to the Observatory. Therefore, they still are not allowed to use it. It could also be an unintentional 'draw' for Livers Out to travel to use it as a facility which would not be in keeping with spirit of current lockdown. University has reiterated its commitment to advising strongly that students should respect lockdown guidance and stay at home wherever possible.

- The gym is only available as a fitness space in a 'household' capacity - if it begins to attract users who do not live on site, it reverts to more of a commercial gym and will be more of a draw for students to travel to access it. All public gyms

are closed and as such, the fitness facility basis that we currently have available needs to remain resident only for now. This is in line with lockdown restrictions.

Exec matters

- I attended the PG Open day and the DUISC Engagement session in order to promote the GCR, however, we didn't have a lot of attendance, checking with other MCRs we were in the same position.

6. AOB

- a. *Possible GM agenda item from CV; changing the names of the male/female sports rep to sports rep/gym rep since there's no distinction between them. The sports/gym are the two main aspects at the moment. It would be nice to formalise responsibilities for these roles etc.*

Brad Din

GCR Secretary

01/02/2021