



Ustinov College GCR Exec Meeting

Agenda

6:00 pm, 12/04/21

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

CA to extend last few email accounts

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

CA to look into legalities of finance taking methods, for example bank transfer

CA to draft a free-speech policy based on DSU/independent common rooms policies and pass back to exec for approval

CA to write the paragraph for the DSU postgraduate information

JB to write details for a social media protocol

**JB to confirm purchase of allotment storage box with VV, and ensure refund policy if unsuitable.
Budget should come out of the transition fund**

VV to start process of changing bank (remain non-committed to allow time to pass GM/trustees if needed)

1. Apologies: VV, SG

Present: BD, DM, DC, CA, JB, CV, MZ, FD, LC

2. Approval of minutes from last meeting.

- a. Approval of minutes from 29/03/2021 – *passed on a general aye*

3. Matters arising from previous minutes.

- a. CA to extend last few email accounts *ongoing*
- b. CA to organise an online office hours rota as the new committee comes in *ongoing*
- c. CA to look into legalities of finance taking methods, for example bank transfer *ongoing*
- d. CA to draft a free-speech policy based on DSU/independent common rooms policies and pass back to exec for approval *ongoing*
- e. CA to write the paragraph for the DSU postgraduate information *ongoing*
- f. JB to write details for a social media protocol *ongoing*
- g. DM to ask the college to request Van Mildert for possible Summer BBQ space, and enquire about Josephine Butler as an alternative option *done – date is 31st of July, waiting for Mildert meeting to organise details*
- h. VV to start process of changing bank (remain non-committed to allow time to pass GM/trustees if needed) *ongoing*

4. Agenda Items:

a. [DM] Promote GCR positions

We need to start promoting our Exec position for next academic year.

We can restart the social media campaigns etc – one day for each member of the committee, detailing what they do.

At any social event we put on now, we should make sure that people know that it is

GCR-run and that it still exists. AGM typically end of May, beginning of June, so once the Easter term begins there is only a month to get things moving.

Most of our events are later in the year, so we will be advertising these at the time of promoting GCR positions as well.

Physical advertising in/around communal areas in college/SP might be a good idea as well as the typical social media campaigns – most of our likely targets will be in college.

b. [JB] Allotment storage box

We need to purchase a secure and durable storage box for the allotment to keep tools up there. This model comes with a padlockable fastener, is quite big so the rakes might all fit, and it is metal. Also the hydraulic arms would make it easy to use for students and the local residents.

<https://www.buyshedsdirect.co.uk/5-x3-lotus-anthracite-grey-cushion-storage-box>

Picture is misleading – it is definitely padlockable. Cost is £209.99. Will keep stuff in the sports shed for the time being

This box is not big enough for the rakes (~160cm) but this will fit basically everything else.

Check if there is a refund policy if there is no lock.

We have some money from uni regarding covering cost of movement (transition fund, £8000), but this needs treasurer approval – we probably will have the budget for this. We should still wait for VV to approve, but we can pass the vote now.

Vote to pass £210 to purchase this, providing VV approves the purchase.

Passes with all in favour.

[AP] JB to confirm purchase of allotment storage box with VV, and ensure refund policy if unsuitable. Budget should come out of the transition fund

5. Officer Reports:

a. Bar [-] (DM)

- Nothing to report.

Asked Ian about the possibility of trucks which sell food/alcohol which have their own license, but this is still incompatible with our license. We can have food, but not alcohol.

Preliminary reopening date indoors; 17th May.

b. Clubs & Societies [CV]

- I've had some updates from Team Durham.

- No organised activity will start before the 26th April (only the Maiden Castle facilities will be open from Monday 12th April)

- Outdoor sport will be free to start again the w/c 26th April. Training will be allowed to start again from that date while there's plan to have some reduced fixtures from the week after.

- Indoor sport will not start at least until the 17th May, with more information to follow closer to that date.

- All of the above will require two negative LFT results per week by all participants.

- Festival of Sports has been announced to take place on 23rd June.

- No league entry charges this year.

No information about gym protocols – will chase this up with college.

What kind of sport are we allowed to undertake with TD? Outdoors; training in first weeks of term (football, ultimate frisbee etc). Indoor sports from ~17th May.

c. Communications [LC]

- Email to go out this week regarding Peter Ustinov's 100th birthday and the schedule of activities to celebrate
- Newsletters to return once term begins again (subject to volume of news)
DM has been posting quotes from Peter Ustinov once per day.

d. DSU [-] (DM)

- Nothing to report.

e. Facilities [-] (DC)

- Nothing to report.

f. Finance [VV] (apologies)

- Account balance: £51,426.00

g. International Officer [MZ]

- I will post the message by the Islamic society regarding Ramadan festive which will be celebrated 13th of April. Added to that, some of international students approached me regarding the availability of vaccine for them. I responded based on the information on british council. To those who wondering: <https://study-uk.britishcouncil.org/moving-uk/starting-your-degree-2020/faqs>.
Islamic society wants to share a post about raising funds – will post into the exec chat to make sure it is okay, and then share it amongst our students.

h. Livers Out Rep [FD]

- Nothing to report.

i. Social [SG] (apologies)

- Calling social committee meeting soon to discuss Easter term events
- Considering racecourse venue for summer bbq?
- Exec committee social
- Will bar be reopening may 17th?

See bar report – preliminary date is there.

If colleges want to use racecourse, we need to book – probably not good for us, since very far away and the alcohol license is worse, with no catering. No indoor space if evening events/raining etc. Plans to put a gazebo, but not definite – racecourse more of an idea of if we want another event (providing it is within budget!)

BBQ action group will be formed soon – probably after the initial meeting with VM to check guidelines etc. Have spoken to Bryony to check that our tech supplier (Jack) is okay with the venue. She will pass the date of the BBQ onto Jack soon.

6th May – biggest meteor shower visible this year. Can we promote the observatory through this? Depends what direction it is coming from – it is East; might need to see what visibility we have. Can probably do something, even if we need to go to (close) Low Burnhall or (far) hills near Maiden Castle. Need to check amount of people we can have inside/outside the Observatory.

j. Steering [CA]

- I've drafted some text for the DSU postgraduate booklet as well as a more detailed complaints procedure. It would be good to get some feedback on these. Depending on what would be preferred, the complaints procedure can either be adopted as part of our SOPs, in which case I think approval by the exec is all that is needed. You may wish to propose the text (or something similar) as an

amendment to our SOs, to replace the two paragraphs which currently exist. Which of these approaches best fits our needs is not for me to say.
- (Both can be found on the Drive, under exec->chair-> paperwork)
- N.B. I hope to have another update before the meeting - on the Freedom of Speech policy but nothing solid yet.
Freedom of speech policy still in progress.

k. Welfare [JB]

- Running groups starting this week. Walking groups will be arranged this week to start next week. Welfare drives still being maintained every Wednesday and engagement is still at a manageable level. Currently restocking welfare supplies with menstrual products. Will need to order condoms this week.

l. University/College Matters [DM]

University matters

- The past week the University was expecting to hear from the UK Government on the return of students to HE for Easter Term and safe, socially distance learning. However, the Prime Minister's announcement on Monday evening made no direct reference to universities. In the meantime, the University has developed a Durham University 'holding' statement which will be shared on social media and with key stakeholders. The aim of the statement is to help manage any questions from students, to clarify their current position and to support communications with their stakeholders. The statement is on their website here (Update on Easter / Term 3):
<https://www.dur.ac.uk/coronavirus/notices/#panel-collapse-7701>.
- Julia Buckingham, President of Universities UK, on behalf of all universities, has written to the PM seeking further clarity and highlighting the main issues with the lack of communication. The letter was shared with the national media who have covered it widely.
- The sector statements are as follows:
 - UUK: <https://www.universitiesuk.ac.uk/news/Pages/universities-demand-answers-government-student-returns.aspx>
 - Russell Group: <https://russellgroup.ac.uk/news/russell-group-comments-on-the-return-of-students-to-in-person-teaching/>

College matters

- The College has finally received more picnic benches so that students can have more space outdoors. One of these benches will go to Keenan House after the summer period
- College has finalized the budget review and the cafe will be open again for next academic year, however, it will be open just 3 days (Wednesday, Thursday and Friday). The bar will continue operating just Thursday, Friday and Saturday.

Exec matters

- The deadline to file our charity's Annual Return and accounts is approaching fast (30th June 2021).
To clarify, the bar will still be open 3 days a week next year.
Might be worth thinking about a campaign (at the start of next year?) for revising the bar opening hours – future exec committee idea. Would need to establish interest for better opening, and some act to persuade college it's worthwhile

(visibility etc).

Livers-out are included in the 17th May preliminary opening.

6. AOB

- a.** *Preliminary expectation to have an exec meeting next week – if the agenda is compiled and there is no agenda items to be discussed, then we can skip this; will see closer to the time.*

Brad Din

GCR Secretary

12/04/2021