

### Societies, Sports & Opportunities Executive Minutes

Date & time	25 <sup>th</sup> January 2023 17:00-19:00
Location	Moore 004.5
Attendance	<ul style="list-style-type: none"> <li>Alastair Copland (AC) (VP Societies &amp; Sport) - Chair</li> <li>Hannah Hockin (HH) (President)</li> <li>Julia Saunders (JS) (Student Opportunities Manager) - Secretary</li> </ul> <p>SSO Members:</p> <ul style="list-style-type: none"> <li>Harrison Clinton (HC)</li> <li>Charlie Kerr (CK)</li> <li>Luca Smith (LS)</li> <li>Leo Davies (LD)</li> <li>Ella Vallely (EV)</li> <li>Madelaine Gray (MG)</li> <li>Issy Litvak – (IL)</li> <li>Muscab Salad (MS)</li> </ul>
Apologies	<ul style="list-style-type: none"> <li>Peter Collier – SSO member</li> <li>Deya Kombakova – SSO member</li> </ul>

Item	Minutes
Officer Update	No actions
Deratifications	<p>AC explained the process of and reasons for deratification.</p> <p>EV asked what we meant by active with CAVS. JS explained that meant they were involved in activity, events, engaged in the period that they were an active group before dormancy.</p> <p>JS explained what to consider when thinking about deratifying groups i.e. how long had they been active, are they a general interest group or more of a niche group.</p> <p>AC explained the difference between making a group dormant and deratifying a group.</p> <p>MG suggested it may be worth considering not deratifying Rhubarb as people may not be aware a group like that could be revived</p> <p>AC agreed and suggested the same for Savoy</p> <p>AC also recommended we don't deratify Women of Colour as they are an active group on campus just not ratified</p> <p>MG mentioned reaching out to Raven opera</p> <p>AC proposed not deratifying the academic groups also.</p> <p>AC said he would be keen to keep Vegan active.</p> <p>CK asked what the plan was re the academic community work. JS explained the launch was being delayed and reasons why</p> <p>AC raised Mises. MG raised Aurelius and how it was a similar concept.</p> <p>JS suggested to move the conversation forward whether people were then keen to keep Savoy, Rhubarb and academics, Women of Colour and Vegan.</p>

	<p>MG thinks that Extinction Rebellion are active on campus but fits them better to not be under the SU umbrella so may as well deratify IL mentioned CAVS and suggested that it would be an easier one to pick up.</p> <p>HH suggested only thing is it's similar to volunteering roles. Leave CAVS 1 more year and review next year.</p>
One year review from Ratifications 22/23	<p>JS explained what to look out for.</p> <p>MG mentioned Punjabi and Ukranian</p> <p>LS mentioned that Law are doing a collaboration with Maths Eastern European - JS explained that they may have members but they have just not bought membership so we wouldn't have a record of their numbers</p> <p>AC working through list to propose next steps:</p> <p>East African – the committee don't exist so they will now be dormant</p> <p>Greek – AC will email to check in and offer support</p> <p>Punjabi – HC suggested making dormant, MG suggested reach out to student. AC will mail, and if no response we will make the group dormant.</p> <p>Saudi – Saudi have sent in a recent Event proposal. AC will email to check in and offer support</p> <p>Ukranian – AC will email to check in and offer support. Needs GRA and constitution</p> <p>Korean – AC said someone has reached out to revive so he will get in touch with them</p> <p>Engineering – LD suggested reaching out for the GRA</p>
Committee wellbeing & SU Support	<p>AC explained the process of what we do now if people come to us for support – around committee wellbeing. AC asked the group if anyone had thoughts on the process of how the SU can best support the interests of committee.</p> <p>EV – suggested to not use false promise language. So don't give people timescales of when things will be dealt with and then not do it as when this does happen it can make situations more stressful.</p> <p>AC asked if people knew how they would go about getting the support. HC suggested that he would email VP and copy in either Will or Julia. Suggested if you were committee and contacted you would likely know where to go to from being in that position.</p> <p>IL said Student Opportunities team should reiterate that it is not necessarily going to be escalated to a big deal/investigation. Some people don't want to take problems to the SU if they think it will blow up into something big. Reiterating the SU is here to support and not someone to come to just to get someone told off or disciplined, rather than someone who can just advise.</p> <p>MG says thinks the wellbeing and support in place is really helpful but aware of groups that have felt a bit patronised. Often feels a bit more of a big deal than it needs to be. MG suggested if you treat people like adults, they are more likely to be more mature. Maybe getting both sides of the story is a bit childish. Could possibly be de-escalated.</p> <p>EV – It isn't always clear who to go to for different issues. Is it Student Opportunities directly, freshdesk, wellbeing, Nisha, Advice. Unsure knowing what to bring to the SU and when to go elsewhere.</p>

	<p>LS – Not so much of an issue for people who have been on committee before but may be for newer committees, who don't know where to go or who to contact.</p> <p>Suggested we send an email at beginning of new academic year.</p> <p>MG asked did we give that info out in training</p> <p>JS explained how we did Student Group training this year with main components for setting up your student group in May and then the drip-fed development sessions throughout Term 1 and 2.</p> <p>HH suggested handouts on where to go to for wellbeing issues. EV suggested they made their own and it is used. JS said tend not to do handouts for sustainability but use Freshdesk to store all info.</p> <p>CK suggested not just keeping things on Freshdesk but putting some docs in the google drive as groups often access that space more than Freshdesk articles.</p> <p>AC asked what engagement is like at training</p> <p>JS suggested that it varies but is relatively low</p> <p>EV said sometimes people are in lectures so can't come</p> <p>JS suggested to at least send someone even if not the correct role</p> <p>HC suggested smaller videos rather than one big session that is repeated as perhaps attendance is low because committee who went to training last year don't want to sit through something they have already seen. JS explained this was an idea Opps had this year, but resource meant we ran out of time to deliver last year but we will revisit videos with a quiz for next year</p> <p>JS asked when a good time would be to deliver the training, explaining there is some that would always need to be done in May/June for groups to get up and running over the summer.</p> <p>HC suggested the week before term, start of September. As would help for co-options.</p> <p>EV suggested the opposite as they had a lot of issues between June – Sept and felt that if they hadn't have had training in May would have been stuck.</p> <p>LS liked when it was in May too, thought was well timed.</p> <p>Liked doing the core bits in May just before but maybe the other sessions earlier in term 1.</p> <p>Could Captains training include not BUCS/LUSL</p> <p>Like idea of videos with quiz that would be sent in to confirm it had been done.</p>
Student Led Events calendar	<p>AC summarised that he is trying to push a student led events calendar, with so much going on on campus but people don't always know about it.</p> <p>Asked if anyone had thoughts on how to make it work, how to choose events etc.</p> <p>MG – in terms of practicality could put a tick box on event proposal as to whether they want it promoted. AC asked would groups then put every single activity. MG asked if that would be a problem. JS said logistically could be problematic and require more resource. Was there a way of thinking about open to members only or ticketed</p> <p>HC suggested is there a way can they do it themselves?</p> <p>AC asked did they think people would engage with it on top of social media posts</p> <p>AC mentioned image issues etc that was raised by marketing. Burden of work on committee.</p>

	<p>IL asked about capacity. What if you are opening stuff up to everyone, how do you work out what would be needed. Could you do something that showed interest.</p> <p>JS suggested a button could do that.</p> <p>HC asked about the RHSU Order app. Could you link through to buy a ticket from there. Ask Max &amp; marketing.</p> <p>HH asked if he was talking about the Student Link app. Ask how this is made. Can either be used.</p> <p>IL from a data protection point of view if you put something up with private information on.</p> <p>What if you were having a social at your house. JS suggested not posting about private event details.</p> <p>How would you keep on top of who had/would attend.</p> <p>MG said it would need to be separate from main events.</p> <p>CK suggested it should have a filter.</p>
Student Group Training	<p>As above in the wellbeing section as the conversation turned to training but AC asked if there is any content that should be included that wasn't. Anything to focus more on.</p> <p>MG said not so much content but signposting, more variation in names of roles. If brand new to role may be unaware that you have to take on some tasks – i.e. deputy editor didn't realise she needed to do the treasurer stuff.</p> <p>JS said at handover people should do a job spec, so it is clear what the role entails.</p> <p>HH mentioned it should also be detailed in the constitution.</p> <p>LS suggested if that is an issue it could be added on to constitution</p> <p>CK asked if on the SU election page could there be a description of each role written by the groups as there are so many variations in groups.</p> <p>JS mentioned unsure on the logistics of that but can follow up. Or suggested somewhere as a click through to a pdf.</p> <p>EV asked is there a way of making people attend student group training as it is frustrating that some people do it all and other groups don't attend. She thought there was a rule they couldn't have a stall at Freshers' Fair if they didn't do training. JS explained this isn't the case and that it is difficult to ensure everyone does go to training. Perhaps if we did the video and quiz. Carrot or stick.</p> <p>CK - Is it fair to punish a whole club for one person not going to training.</p> <p>JS - Do you take away training or do you incentivise?</p> <p>IL - could you arguably run the training before people are running for roles so they know what they are getting themselves into. JS didn't think people would attend if they weren't on committee.</p> <p>IL said handovers are often poor. JS said perhaps groups could do events themselves that inform people of what their specific roles are prior to election</p>
Thoughts on Refreshers 2025	<p>EV suggested a welcome back to term Big Bears Wednesday very early on.</p> <p>AC said how sports centre is hard to get due to exams.</p> <p>HH said after exams maybe done.</p> <p>HC suggested if space is an issue could be split from sports centre and society up at Founders square.</p> <p>JS said it was something we considered for Freshers this year</p> <p>AC prior to COVID refreshers far was in SU Hall.</p>

	<p>MG said Refreshers should be geared to people just starting in Jan and haven't had an opportunity to joining.</p> <p>AC said GIAG sessions in Jan work well.</p> <p>IL - pro if event could include student media. Con how would it include off campus groups. e.g. Polo. Can't make people follow them. Hard to attract members.</p> <p>HH putting EV's idea together could off campus bring an off campus sport. IL could work if it was attractive to those groups.</p> <p>HC depends on club i.e. tennis pretty much finished for the term so no point to get more members at this point so makes more sense for societies or off campus groups who continue training.</p> <p>CK running an event at the beginning of the year comes at a risk if the weather is horrible.</p> <p>LS said GIAG event on founders field last year was great.</p> <p>AC said planning refreshers at the same point of freshers is something we're talking about.</p>
AOB	<p>LS asked about Socs awards. JS said T3, date tbc, suggested idea for round tables.</p> <p>AC discussed ratifications – only 6.</p> <p>Explained feedback given to groups.</p> <p>Filipino, GO!, Malayali, Management Consultancy, Think Pacific and Touch Rugby</p> <p>Leadership Elections – AC gave dates and positions available.</p> <p>MS plugged community positions.</p> <p>JS suggested date change of next SSO in March due to Easter holiday.</p> <p>People were happy to leave it as is.</p>

Item	Action	Responsible
Officer Update	No actions	
Deratifications	<p>JS to confirm the agreed groups to deratify to the Student Opportunities team to process:</p> <p>Criminology</p> <p>Cryptocurrency &amp; Blockchain Technology</p> <p>Drug and Alcohol Awareness</p> <p>Extinction Rebellion</p> <p>Liberal Arts</p> <p>Marketing, Advertising &amp; PR</p> <p>Mises</p> <p>MPA</p> <p>SSAGO</p> <p>Vegan</p>	JS/Student Opportunities
One year review from Ratifications 22/23	<p>East African – the committee don't exist so they will now be dormant. JS to inform Student Opportunities to process for dormancy</p> <p>Greek – AC will email to check in and offer support</p> <p>Punjabi – HC suggested making dormant, MG suggested reach out to student. AC will mail, and if no response we will make the group dormant.</p> <p>Saudi – Saudi have sent in a recent Event proposal. AC will email to check in and offer support</p>	<p>Student Opportunities</p> <p>AC</p>

	<p>Ukrainian – AC will email to check in and offer support. Needs GRA and constitution</p> <p>Korean – AC said someone has reached out to revive so he will get in touch with them</p> <p>Engineering – LD suggested reaching out for the GRA</p>	
Committee wellbeing & SU Support	JS will feedback the points made to the SU and Student Opportunities feed and we will work to build some of this into Wellbeing and Student Group Training planning this year	JS/Student Opportunities
Student Led Events calendar	<p>Questions to the SU trading/marketing teams around linking to apps</p> <p>JS to feedback and follow up logistics of events listing with the Student Opportunities team</p>	<p>AC</p> <p>JS</p>
Student Group Training	<p>VP SocSport and Student Opps to meet to go through feedback and see how we can amend or change the training we offer</p> <p>Also to think about promoting roles/job specs before Student Group Elections</p>	JS/Student Opps/VP SocSPort
Thoughts on Refreshers 2025	AC to follow up feedback with Trading and Student Opps team during planning sessions for next year	AC
AOB		