

Minutes

Subject:	Management Committee Minutes: 20 July 2020
Produced by:	Tony Moore – from audio recording
To:	Management Committee
Action:	To approve
Status	For publication
Paper:	MC 462

Present: Em Anderson (EA), Elizabeth Payne (EP), Ayane Hida (AH), H Williams (HW) and Toby Cunningham (TCU)

Chair: Em Anderson

In attendance: Claire Boothby-Barnbrook (CBB),

Apologies: Wendy Storey (WS), T Cave (TCA), T Moore (TM) and Caroline Wilson (CW)

Action Points

- CBB to contact BIU for data from their survey – BIU to asked whether possible to extract demographic data – issue to be raised at Project 17
- EA to investigate whether the Gateway to Growth internship scheme is remunerated
- TCU to ask HR to invite AH to meetings of the Staff Forum

MC 456 Minutes, Apologies & Matters Arising

The minutes from the July 6 Meeting were approved. There were no matters arising from previous minutes.

MC 457 Operational & Key Relationship Updates

Chair noted that these were intended to help the team update each other on meetings with the University and asked members to focus on reporting this type of meeting.

EP reported:

- Working on organisation of the Virtual Summer School – SU morning session promoting the SU and tasking students to design virtual activity
- Productive meeting with Phil Steele
- Positive reception from Project 17 meeting as to Buddy Scheme

AH reported:

- Met with Associate Dean from HUM who is working on a virtual new teaching experience for PGT students which might provide employment opportunities for PGR associate tutors. Will be trying to organise meetings with ADs in other faculties.

HW reported:

- Contact with Phil Steele as to accommodation and catering
- Upcoming briefing as to workings of the University's senior staff remuneration committee

CBB reported:

- Project 17 meeting – group is waiting on the data from the student survey
- Upcoming meeting with Polly Morgan, lead on the Student Experience Workstream
- WhatUni survey results – Union fifth nationwide for Clubs and Societies

TCU reported:

- Appears unclear what, apart from the Human Libraries initiative, the focus of the Student Experience Workstream will consist of
- University appears to be moving away from external locations for in-person teaching but interested in provision of outdoor events. TCU noted it would be important for the University to look at provision for large scale events as there was no restriction on numbers attending events if safety provision was adequate
- University now looking at use of masks in teaching and communal spaces
- NSS results in – University up 1 point, SU up 1.8 points
- Met with Phil Steele on transfer of SU staff
- Asked CBB to contact Clare Pratt for the data from BIU's survey **AP** – TCU noted the survey had disappointingly not asked questions as to gender, disability and BAME identification in comparison to the SU's own survey and this should be drawn to the University's attention. CBB noted the BIU survey had excluded PGR students. CBB noted the SU had raised with the University a linkage between BLM and the pandemic to be told there was not any evidence of a link; this made it disappointing that the BIU survey would not be able to be used to demonstrate whether a link existed. Chair asked that BIU be contacted to see whether any demographics might be extracted from the BIU survey and then to raise the matter at Project 17 **AP**

EA reported

- Gateway to Growth steering group meeting – EA will discuss promotion of group's internship initiative with Digby – EA will check whether the internships are paid before any promotion is undertaken **AP**
- Meeting on the Covid testing initiative – the goal would be to swab test the entire population of Norwich twice a fortnight as a precaution against a second wave of the pandemic

MC 458 Staff Negotiations

TCU reported that staff had raised:

- whether the pay freeze or the reduction in hours would be implemented first and the impact on pension contribution
- the impact of a reduction in hours hitting lower paid staff harder than a pay freeze

TCU noted that the questions would be addressed at the Staff Forum.

TCU noted staff were concerned about the impact on TOIL. TCU noted that HR would be putting in place a system where TOIL would be reported and managed on a monthly basis.

TCU reported that Retail and Catering staff had expressed dissatisfaction that they had not been informed ahead of other staff of their transfer to the University. TCU noted surprise that the staff dissatisfaction on the issue had not been raised by the trade union.

TCU noted that some staff had raised IT issues around working from home and these would be looked at.

TCU noted that there were special circumstances bearing on TOIL for Grade 5 and 6 Managers and this would be addressed in a formal paper to come to Management Committee.

TCU noted that all the above would be discussed at the Staff Forum and invited AH as chair of AHRC to attend future meetings.

AH wondered as to the remit of the Staff Forum. TCU outlined the Forum's function and noted they would ask HR to invite AH to future meetings. **AP**

MC 460 Any Other Business

Higher Education Funding

TCU noted that the UK government's latest statement contained a warning against SU's neglecting the interests of their members to focus on niche campaigns. TCU cautioned that the statement might presage a campaign against institutions funding of their SUs.

CBB noted it would be important for the SU to be able to evidence how it benefited all students; CBB believed the way SU collected evidence of the benefits of its services to members should be reviewed.

TCU believed it important to think about how services to specific groups, such as BAME students, contributed to the development of a thriving community for all students.

TCU noted that the government had also flagged up the possibility of variable tuition fees which FTOs should be aware of.

MC 459 Recording Activities

CBB shared the new Recording Activities format with the Committee which had been broken down into each FTO's area of responsibility but with two generic area affecting all FTO's: BLM and the pandemic's impact on student lives.

CBB noted that FTOs were welcome to use the document to update each other on their activities. CBB noted that the document had been set up to report to Board on the SU's response to the pandemic but the FTOs, if they found it's a useful tool, might decide to keep is as reporting mechanism for the coming year.

TCU wondered:

- Whether the FTO's manifesto commitments and projects would be integrated into the document
- And whether the FTOs would wish to use the document to provide a means of making themselves accountable to the Board.

Clerk's note: at this audio recording malfunctioned, the rest of the discussion is not minuted.

MC 461 Time, Date and Place of next meeting

Clerk's note: see above.