

Harry Brooks, Activities & Employability Officer (AEO) (Chair)  
Cat Hardiman, Sports Officer (SO)  
Alice Liu (TL), International Officer  
Felishia Elvin  
Matthew Widdop

Staff members in attendance:  
Abigail, Senior Student Groups Coordinator (AG)  
Samantha Macbeth, Student Activities Manager (SM)

Quoracy for this meeting is: 3 constituted members, one of which whom must be a chair.

### Trigger Warnings:

Item No.	Item Title	Brief Summary of Agenda Item	Actions
<b>Start</b>			
1	<b>Welcome &amp; Introductions</b>	HB welcomes everyone.	

<p>2</p>	<p><b>Emergency Grants Requests</b></p>	<p><b>Present</b> HB, CH, TL, MW, FE AG, SM</p> <p><b><u>Criminology - Academic</u></b> HB: - Discusses email.</p> <p>*AG opens email*</p> <p>AG: - Discusses context.</p> <p>HB: - Discusses difficulties with giving funding due to money available. - States that the group didn't apply for money before. - Believes that due the group not ordering yet they could go with another supplier.</p> <p>AG: - Discusses previous emergency grant to Scouts and Guides.</p> <p>HB: - Discusses that they do have funds available, and we don't usually fund merchandise.</p> <p>CH: - Discusses other possible solutions before grant.</p> <p><b>Voting:</b> <b><i>HB, TL, FE, CH, MW do not approve emergency grant.</i></b></p> <p>Reasons: - Doesn't meet criteria.</p>	
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		<ul style="list-style-type: none"><li>- The group should find another supplier and if there is any difference in cost then they should cover it and make a loss.</li></ul> <p><b>RESULT:</b></p> <ul style="list-style-type: none"><li>- Emergency Grant not approved.</li></ul>	
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3	Adhoc Audits	<p><b><u>Present</u></b>          HB, CH, TL, MW, FE          AG, SM</p> <p>AG:          - Gives overview on groups requesting to be Save a Society.          - States policy regarding this and the audit criteria.          - Groups contacted by via social media regarding audit.</p> <p>HB:          - Discusses criteria.</p> <p><b><u>Gin Society – Interest</u></b>          *HB look at notes*</p> <p>AG:          - Confirms why it's on Save a Society (SAS) and the number of criteria a group it must meet (2 or less).</p> <p>HB:          - Believes that any group should have a chance even if it hasn't fulfilled criteria.</p> <p>MW, TL, FE and CH agree.</p> <p>SM:          - Discusses about looking at group at audit or before the audit and that policy must be followed.</p> <p>MW:          - Talks about how they failed criteria and the justification to have them on SAS.</p>	
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		<p><b>Voting:</b> <i>CH, TL, HB, MW, FE agree to move group to Save a Society</i></p> <p><b>RESULT:</b> - Gin Society on Save a Society</p> <p><b><u>Shakespeare Society - Academic</u></b></p> <p>HB: - Group held AGM but no one attended and it has 5 members so is good for SAS.</p> <p>SM: - It has been inactive all academic year and if it was audited in June, it would have been placed on SAS.</p> <p>HB: - Discusses potential to review student groups policy in the future.</p> <p>CH: - It would de-repped if they weren't put on SAS previously so put on SAS now for exposure.</p> <p><b>Voting:</b> <i>CH, TL, HB, FE, MW agree to move group to Save a Society</i></p> <p><b>RESULT:</b> - Shakespeare Society on Save a Society</p>	
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		<p><b><u>Business - Academic</u></b></p> <p>HB:</p> <ul style="list-style-type: none"> <li>- 82 members so they should be on SAS.</li> </ul> <p>MW:</p> <ul style="list-style-type: none"> <li>- A huge school within the University so there should be appropriate interest.</li> </ul> <p>SM:</p> <ul style="list-style-type: none"> <li>- Discusses transaction on their account for a Sports Night payment so believes there could be a possible sub-group.</li> <li>- They haven't used the membership fees they've been given and there isn't a policy on refunding fees.</li> </ul> <p>HB:</p> <ul style="list-style-type: none"> <li>- Other students could benefit from this money in the future if the society restarts.</li> </ul> <p>TL:</p> <ul style="list-style-type: none"> <li>- I think there is a lot of interest for business so it could benefit from the exposure.</li> <li>- Similar societies are very popular e.g. Finance.</li> <li>- Place group on SAS.</li> </ul> <p><b><i>Voting:</i></b> <b><i>CH, TL, HB, FE, MW agree to move group to Save a Society</i></b></p> <p><b>RESULT:</b></p> <ul style="list-style-type: none"> <li>- <b>Business Society on Save a Society.</b></li> </ul>	
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<p>4</p>	<p><b>New Group Proposals</b></p>	<p><b>Present</b> HB, CH, TL, FE, MW AG, SM</p> <p><b><u>Amateur Radio Society – Interest and Appreciation</u></b> *HB looks at request* AG: - States Burn FM’s response. FE: - Outlines their conflict of interest but agrees they can be impartial. HB: - Discusses that as long as they know there may not be room in the Guild and that Burn FM have no issues with the group existing.</p> <p><b><i>Voting:</i></b> <b><i>CH, TL, HB, FE, MW agree to approve group.</i></b></p> <p><b>RESULT:</b> - Amateur Radio Society approved.</p> <p><b><u>Commuter Society - Activity</u></b> *HB looks at group, interest, objectives, membership fee and roles* HB: - Do we need them to confirm the number the Freshers Representative (10.1.2)? SM:</p>	
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		<ul style="list-style-type: none"> <li>- 10.1.3, the role of the Vice Chair and the wording.</li> </ul> <p><b>HB, MW, discuss category and agree to leave it as Activity.</b></p> <p><u>Further information:</u></p> <ul style="list-style-type: none"> <li>- Specify how many Freshers Representatives they want, for example up to 2.</li> <li>- Remove top line of the Vice Chair responsibilities.</li> </ul> <p><b>Voting:</b> <b>CH, TL, HB, FE, MW agree on further information.</b></p> <p><b>RESULT:</b></p> <ul style="list-style-type: none"> <li>- <b>2 Further Information Requests</b></li> </ul> <p><b><u>Malayali Society – Cultural and International</u></b></p> <p>*HB reads over interest, membership, and fee*</p> <p>AG:</p> <ul style="list-style-type: none"> <li>- Malaysian never responded regarding this group.</li> </ul> <p>*HB reads over objectives and roles*</p> <p><b>Voting:</b> <b>CH, TL, HB, FE, MW agree to approve group.</b></p>	
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		<ul style="list-style-type: none"> <li>- Comments on the membership fee but acknowledges they will need the money for the equipment.</li> </ul> <p>*AG opens Guild TV response on the Group*</p> <p>HB and AG:</p> <ul style="list-style-type: none"> <li>- Discusses the merge request.</li> </ul> <p><b>SM:</b></p> <ul style="list-style-type: none"> <li>- You cannot have a society under a society currently.</li> </ul> <p>HB:</p> <ul style="list-style-type: none"> <li>- Asks to look at Guild TV constitution.</li> </ul> <p>*AG opens Guild TV constitution*</p> <p>*HB reads over this*</p> <p>HB:</p> <ul style="list-style-type: none"> <li>- 15.0 Head of Filmmaking role leads to conflict in this society.</li> <li>- Asks whether anything Filmmaking wants to do doesn't conflict with this role.</li> <li>- Rejects merge.</li> </ul> <p>*AG opens policy document to show conflicts 3.4*</p> <p>MW:</p> <ul style="list-style-type: none"> <li>- Guild TV do not have an aim of filmmaking even if they have a role for it.</li> </ul> <p>SM:</p> <ul style="list-style-type: none"> <li>- In the policy document it just states their overall aims, not just the aims in their constitution.</li> <li>- You could consider the role of filmmaking within Guild TV shows an aim.</li> </ul> <p>HB:</p>	
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		<ul style="list-style-type: none"> <li>- Rejects group and we should put them in contact with Guild TV.</li> </ul> <p><b>Voting:</b> <b><i>CH, TL, HB, FE, MW agree reject group.</i></b></p> <p>Reasons:</p> <ul style="list-style-type: none"> <li>- Filmmaking's aims are too close to that of Guild TV's.</li> </ul> <p><b>RESULT:</b></p> <ul style="list-style-type: none"> <li>- Society not approved.</li> </ul>	<p><b>ACTION:</b> <b>GUILD TV</b></p> <p>Coordinator should look at whether there's any empty roles in the GUILD TV committee and put Guild TV in contact with Filmmaking.</p>
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5	<p align="center"><b>Constitutional Changes</b></p>	<p><b><u>Present</u></b> HB, CH, TL, FE, MW AG, SM</p> <p><b><u>Article 19</u></b> <b><i>Voting:</i></b> <b><i>CH, TL, HB, FE, MW agree to constitutional change.</i></b></p> <p><b>RESULT:</b> - Constitutional Change Approved</p> <p><b><u>Indonesian:</u></b> HB and MW: - Discuss roles and responsibilities.</p> <p><b><i>Voting:</i></b> <b><i>CH, TL, HB, FE, MW agree to constitutional change.</i></b></p> <p><b>RESULT:</b> - Constitutional Change Approved</p> <p><b><u>Commercial Awareness</u></b> <b><i>Voting:</i></b> <b><i>TL, HB, FE, MW agree to constitutional change.</i></b> <b><i>CH not present but the vote is still quorate.</i></b></p>	
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		<b>RESULT:</b> - Constitutional Change Approved	
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	<p style="text-align: center;"><b>AOB</b></p>	<p><b><u>Mandatory Consent Course</u></b>          HB discusses mandatory consent course.</p> <p><u>Repetition of consent course and whether it should have to be repeated each year?</u>          MW:          - All other canvas training is every year but is unsure whether repetition is necessary.</p> <p><u>Should people be removed from Committee roles if the training isn't completed?</u>          MW:          - States that people shouldn't be removed from committee if they don't complete it.</p> <p><u>Mandatory?</u>          CH:          - It should be mandatory.          TL:          - The training should be done but is concerned about practicality if it's not mandatory.          - Some culture-based societies who have less interaction with the Guild have said that they didn't want to do the Canvas training and lost the enthusiasm for being on a committee so states more training may not be favourable.</p> <p><u>End</u>          HB:</p>	
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		- Discusses that they are attempting to streamline training.	
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**Date & Time of next meeting:  
21/02/2024 at 1:00pm to 2:30pm**