

**DATE & TIME (TERM)**

Oxford SU, 4 Worcester Street, Oxford OX1 2BX.

Charity number: 1140687

Company number: 07314850



Members in attendance: Ellie Greaves, Chair (EG); Nick Entwistle, External Trustee (NE); Omorinre Olusola, VP Welfare & Equal Opportunities (GO); Uri Sharell, Student Trustee (US); Tony Strike, External Trustee (TS); Daniele Cotton, Student Trustee (DC); Jade Calder, VP Access & Academic Affairs (JC); Shreya Dua, VP Graduates (SD); Anna-Tina Jashapara, VP Charities & Community (AJ); Michael-Akolade Ayodeji, President (MA); India Jordan, External Trustee (IJ); Serene Singh, Student Trustee (SS).

Non-members in attendance: Alan Roberts, Interim CEO (AR); Charlie Palmer, External Trustee (to be ratified) (CP); Kat Stark, NUS (KS).

Minutes: Aleena Waseem, Administration Assistant (AW).

	Item	Actions
1.	Apologies  - No apologies	
2.	Minutes from previous meeting - Approved.	
3.	Conflicts of Interest  - AR part of Counter Culture, Board Effectiveness Review also done by them.	
4.	Matters arising from previous meeting  Board Effectiveness Review update:  To bring to next board.  Overall working well, but areas for improvement for officer induction, inclusivity for student trustees.  Too operational at the minute, not necessarily abnormal in the sector.  Clarification question on what associate membership entails.  Definition of student controlled by central university, foundation year students not classified as students of Oxford, update to ensure all members of foundation year are able to access student union services.	EG to bring Board Effectiveness Review to next meeting
5.	CEO Recruitment Update	EG, MA to work with Atkinson Recruitment to continue CEO Recruitment.

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	<p>EG) Going back out for CEO recruitment, minutes to be circulated. Options to incentivize CEO recruitment by changing salary band, offering relocation bonus up to £5k.</p> <p>Employment committee to contain EG, MA, Saira Sheik and Atkinson Recruitment.</p> <p>Salary band £51 – 61k now up to £58-65k. Cost will affect after 3 years.</p> <p>Two weeks of recruitment left. Interested candidates talking to Atkinson’s HR. More interest now.</p> <p>Original liaison with Atkinson HR is leaving, swapping over to Graham Atkinson who will sit on the appointment committees. Conflict of interest, as they have has decided to apply for CEO role. If they are shortlisted it will be as a result of her interview.</p> <p>(AR) Point raised that many of the candidates will have previously known each other or worked together.</p>	
	<p><b>Subcommittee Updates</b></p> <p><b>F&amp;R (TS)</b> Decisions of committee to agree to match the national pay increments.</p> <p>Matters for discussion Current budget of new CEO salary running a deficit, reserves down to 150/160k this financial year if that passes (6 weeks cash) . Request to look back on monthly cash positions then look forward 12 months, do a monthly cash in the bank position. F&amp;R can then assure TB that money won’t run out, though ran down to around 6 weeks cash in bank.</p> <p>Budget approved before TS became chair, but budget might not be what Finance think will happen. Forecast on Fresher’s Fair, but income target not going to be made, and welfare budget not actually used. Asking for a more realistic forecast. Reforecast needed for new CEO costs also.</p> <p>Met with Saira Shaikh, policy to run down reserves discussed. Colleges and university have not put up funding in some years.</p> <p>(NE) Strategy has been in order to achieve future growth, we have been required to run down block grant. Need to do something different with our reserves policy.</p> <p>(AR) Difference between cash and budget. Affects our decisions, is a fundamentally different position for Board.</p>	<p>EG and MD to clarify payroll approval.</p> <p>TS to meet with Finance Team to discuss Budget reforecast.</p> <p>JC, TS to look at risk register for media board.</p>

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<p><b>P&amp;C</b></p> <p>(OO) Discussion on payroll. Two main issues discussed via email, 3 % annual uplift and annual salary uplift for the 3 members of staff who are eligible following completion of PDP process. Waiting for approval via email.</p> <p>(NE) Payroll discussion, board to note that pay award will be implemented, mirror university, rather than this body setting own pay setting policy. Not purpose of this board to agree pay progression. Just to note, not approval needed from P&amp;C.</p> <p>(TS) Advised that it was F&amp;R's decision, reported as decision taken.</p> <p>(EG) Miscommunication, clarification needed.</p> <p><b>OSSL</b></p> <p>(MA) Commercial update, Fresher's Fair sales, potential for working with college bars and stash. Updates on FF, further questions for November meeting. Loss expected on Fair, 14 – 15k, more realistic figure is a greater loss to be reflected in November Board.</p> <p><b>Media</b></p> <p>(JC) Operations discussion, move to Hayes House will impact Oxide Radio and OxStu in terms of access and equipment. Suitable solution, Oxide radio need sound proofing. OxStu issue of computers, slow at the minute. Ideally we need a room with computers with Adobe Indesign but complications because of various factors. OxStu looking at creating separate Board to look at editorial matters and other student papers. Managing Director role more defined.</p> <p>Main issue is legal support and advice for OxStu. KJ only one who checks the paper for any legal issues, not a lot of media training. Need an actual legal professional who advices. Mood of the board that this should be addressed.</p> <p>(CP) Training is in place, are resource that can be called on. Can be picked up again with Kristy and Kate Jennings.</p> <p>(TS) There is a risk register that exists. Need to check if there is media risk haven't done so yet.</p> <p>(IJ) In my experience, around a few times a year does this pop up as an issue.</p> <p>(JC) Reassuring there is an awareness in operations team. With some of the investigative pieces there has been previous concerns because of delayed articles due to not being sure of legality, will make things easier for editors if there was a clear expert to refer this too quickly. Looking at their alumni network to see if there are any media lawyers they can call on.</p>	
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	<p>Final update discussed provisionally setting informal targets for reach and participation.</p> <p>(DC) How to we address something that becomes liable for litigation. Do we have insurance?</p> <p>(CP) We need to look at what risk register rating is, and review that.</p> <p>(AR) Targets can be a bit abstract, need to be careful.</p> <p>(MA) Conflict of Interest raised due to article written about OxStu.</p>	
	<p><b>NUS Trustee Tour</b></p> <p>(KS) Director at NUS UK.</p> <p>Presentation on role and value of NUS to SUs and update on anti-Semitism investigation.</p> <p>Reforms in 2019. Affiliation fee reduced from 5% to 2.5%.</p> <p>Personalized value statement to be given to SU. Pack of assets to report back to students.</p> <p>Media value of £30 million. Hardship funds £230 million. Rent Rebates £560 million, during Covid.</p> <p>NUS priority right now is Student Cost of Living Crisis. Update on campaigns and key areas of work.</p> <p>Antisemitism Investigation update. Allegations addressed. Appointed QC to investigate allegations. NUS have said they are prepared to take any and all recommended actions. Both investigations still ongoing, president investigation expected to conclude soon, will be communicated to members. In Autumn, publicly publish report on NUS, full transparency to be provided.</p> <p>(EG) Is the President suspended?</p> <p>(KS) Investigation into individual different to organisation. Individual, subject to protection under employment legislation, equality and data legislation, means they can't share any of the details of the investigation as it goes on. Outcome will be given but can't be shared at the minute. President not at work at the minute, VP has taken on presidential duties and responsibilities.</p> <p>(US) Concerns have been there for multiple years, 2015 and 2018 etc. What is being done to ensure it won't come back in a few years?</p>	

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<p>(KS) Antisemitism has been there, but difficult to answer question straightforwardly due to the context in which NUS exists in. It's a political organisation for students, as such does reflect wider society and as other organisations have had to tackle that, NUS has also needed to tackle that. Different pieces of work being done throughout the history, at each point, dial moves in right direction. Elements have been improved from various past incidents, e.g. code of conduct, and NUS events. Never had a QC do an investigation like this, fix the problems today and make sure Jewish students voices are fixed in NUS.</p> <p>(EG) Is NUS concerned about SU disaffiliation due to Anti-Semitism and is this tour to encourage SUs not disaffiliate?</p> <p>(KS) Yes and no. Of course, we are concerned and NUS is an institution we have built, worth fixing and dealing with. Let's see what happens and if NUS can move through this process and show leadership and accountability. Concerns would be higher if report comes out and NUS board doesn't act on it. Something we have wanted to do in 2020 after reform, but Covid derailed it.</p> <p>(TS) Office for Students have appropriated student representation, government cut ties with NUS, but there's power in the voice of a local SU. But if NUS says something to government, doesn't feel like a point of a leverage right now. Is that still true?</p> <p>(KS) Dealing with actively hostile government towards students and SUs for a long time. Gov actively trying to dismantle things like BBC and National Trust, NUS and Students Union. Conservative MPS use same narrative on Freedom of Speech. Most organisations would describe this government as unlobbyable. Ideological government, decisions not made on basis for data. Complex picture nationally. Priority for NUS Government engagement. Wins are sometimes more long term, cost of living strategy is a pre general election strategy. Main thing focusing on now and shifts and concessions from students are shaming government into it, ability to work with Scottish and Welsh government is excellent. Public pressure, where media comes in, doesn't matter if we are in the room or not because government will ultimately have to act. Third way is to ensure we work with those who can then implement real change.</p> <p>(NE) Our campaigning model is to take bright and enthusiastic people and campaign hard on a year, but this isn't that sustainable. I don't feel I know what NUS thinks we need to do be a charity campaigning over a time frame rather than just rely on talent?</p> <p>(KS) It will be both, in year wins e.g. Scotland and in Covid. Wins will be survival, but we need fundamental changes, should be a place where people thrive and growth. Deeper and bigger wins for what it means to be a student and the experience will have to wait for another general election.</p>	
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<p>(SD) As representatives affiliated with an organisation, as long as there is work done in the direction of conscious change, we need assurance that the direction is being taken in a robust and strong manner. This will help all of our students.</p> <p>(JC) Cost of membership for NUS. Collegiate University have fewer commercial considerations due to smaller block grant compared to other universities. How can we justify our membership especially in cost of living crisis, sometimes fail to see how this affects Oxford students due to collegiate system.</p> <p>(KS) Calculation methodology is a progressive model, shouldn't be worse than a larger union, larger unions pay proportionally more. Based on block grant but also more, method comes under a huge amount of scrutiny. Pick the version that gives the most progressive result.</p> <p>KS left meeting.</p> <p>(US) Value statement should be communicated to Student Council.</p> <p>(AR) Value for money and for students. Concept that is lost is SUs pay for NUS to exist as opposed to deliver services. Learning point as a Board is SUs relationship to JCRs.</p>	
<p><b>Student Engagement Subcommittee (Paper 2)</b></p> <p>(EG) Operations side of SU has improved, need to move back to SU Engagement side for strategy. Governance method for accountability for organisation. Reporting statistically on student engagement, how many, which students, what type e.g. political, social etc. Report to come from Hanne Head of SE and Advice and Wellbeing. Jordan to be invited for budget.</p> <p>Board to discuss insight under section 1 and 4, Purpose and Powers and Activities.</p> <p>(MA) SU wants to function like normal SU but our government doesn't work the same way. Ideas to include JCR and MCR representatives to allow more direct access that the SU doesn't have.</p> <p>(AT) Add something about college engagement specifically, important that the committee focuses on this. Presidents could elect amongst themselves, will make us more accountable and improve relationships.</p> <p>(AR) Pivot and separate forum, danger of making it too big. Could be accountable to repcomm. Make sure its talking about what Union can do. Campaigns should be part of this too.</p> <p>(JC) Communication between campaigns can be varied and often is operational. Need to enhance communication as Sabbs.</p>	<p>EG to make alterations based on recommendations, circulate to Board via email and get approval.</p>

Oxford SU Trustee Board

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	<p>(EG) Need to think about campaign's student success, link between campaigns and student engagement. Reports that could be compiled and come to this subcommittee.</p> <p>(TS) What's the output that comes from this group to Board? Need to think of the value of Oxford SU. Group can have this discussion. To be part of the terms of reference.</p>	
	<p><b>Trustee Board Away Day</b></p> <p>Recommendation of effectiveness review that a strategic away day centred on Student Engagement strategy. Proposal do an away day in Oxford, 15<sup>th</sup> December morning, prior to meeting in afternoon.</p> <p>Concerns about student trustee being out of term time. (US) Might not be in country, might be difficult.</p>	<p>EG and MD to finalize Board Away Day this week.</p>
	<p>AOB</p> <p>- None</p>	
	<p>Date of next meeting</p> <p>- Board away day and meeting, TBC.</p>	