

Members in attendance: Addi Haran, Chair (AH); Fay Shorter, Vice-Chair (FS); Ben Ward, External Trustee (BW); Charlie Palmer, External Trustee (CP); Lauren Shaefer, VP PG Education & Access (LS); Eleanor Miller, VP UG Education & Access (EM); Louie Wells, Student Trustee (LW).

Non-members in attendance: Nikki Smith, Chief Executive (NS); Emilie Tapping, Change Director (ET); Jordan Smith, Finance & Commercial Manager (JS); Alastair Lyons, Crowe LLP (AL); Charlie Knapp, Crowe LLP (CK).

Minutes: Melanie Duncan.

	Item	Actions
1.	Apologies <ul style="list-style-type: none"> - Jacqui Clements, External Trustee - Charles Phua, Student Trustee 	
2.	Minutes from previous meeting <p>Minutes were approved by the Board.</p>	
3.	Conflicts of Interest <p>NS and ET recuse themselves from Item 9, CE Management Committee update.</p>	
4.	Matters arising from previous meeting <p>Media Oversight Committee update in Item 8.</p> <p>Freshers Financial Report will be presented at the January meeting.</p>	
5.	Audit sign off & Companies' accounts <p>AL from Crowe LLP presented the Oxford SU and OSSSL audit reports and financial statements.</p> <p>AL confirmed the SU remains a Going Concern (this is an accounting term for a business that is assumed will meet its financial obligations when they become due).</p> <p>Auditors are satisfied with the accounts, confirming a true and fair view.</p> <p>JS asked the Board to respond to the audit with any concerns email by January 8th 2025. JS also confirmed that a tendering process for auditors planned for next year.</p> <p>The Board extended thanks to Jacqui Clements for guidance on audit questions and to JS and the SU team on their work and successful outcome of the audit.</p> <p>JS and AL leave the meeting.</p>	All Board members to report any questions or concerns regarding the audited accounts to JS by deadline of the 8th of January 2025.

6.	<p>Democracy Review outcomes & Sabbatical Officer roles</p> <p>AH presented the survey findings with 218 responses. Majority supported adopting a <i>Conference of Common Rooms (COC)</i> model and introducing part-time officers to represent marginalised students.</p> <p>The Board were asked to discuss and approve the adoption of the COC model as the democratic structure and develop it throughout the year, alongside part-time officers.</p> <p>Board approved the adoption of the COC model.</p> <p><u>Part-Time/Community Officers</u></p> <p>The Board discussed the part-time Community Officer roles. AH asked the Board to approve their introduction.</p> <p>Board approved the introduction of part-time/Community officers.</p> <p><u>Sabbatical Officer Roles</u></p> <p>ET outlined three possible role structures for sabbatical officers, and the Board discussed the options presented:</p> <ol style="list-style-type: none">1. Maintain the current president-led structure with the forth officer focusing on community.2. Remove the president title and introduce four officers with specific remits (e.g., postgrad, undergrad, wellbeing/EDI, and communities).3. Introduce a co-leadership model with postgraduate and undergraduate presidents, supported by vice presidents focusing on student life and community. <p>The Board were asked to vote of the Officer Roles:</p> <p>One vote for option 1</p> <p>One vote for option 3</p> <p>Five votes for option 2</p> <p>Outcome: Majority vote for option 2.</p>	
7.	<p>Articles and Bye-Laws Update</p> <p>ET confirmed that all feedback had been incorporated into the revised Articles and presented the updated version.</p>	<p>ET to make required edits.</p>

	The Board discussed edits.	
8.	<p>Media Oversight Committee and next steps</p> <p>CP provided an update from the Media Oversight Committee after a meeting with the OxStu EiC regarding the proposed review. The OxStu is supportive of the review, and the Board is asked to approve the funding for an independent party to conduct the review as soon as possible.</p> <p>The Board approved the student media review and its funding.</p> <p>Board approved the reconvening of the Media Board (to retain the name Media Oversight Committee) with CP, LS, LW and a CEO representative as the membership. Final decisions on the review scope is delegated to the Media Oversight Committee.</p>	Media Oversight Committee to take review forward and report progress to the Board.
9.	CLOSED ITEM	
10.	<p>Board effectiveness review update</p> <p>NS we will be doing a Board effectiveness review and this will be coming back to the meeting in Jan.</p>	
11.	<p>AOB</p> <p>Transformation update provided by ET.</p> <p>NS expressed gratitude to the Board, acknowledging the progress made in such a short period. AH echoed these sentiments, extending their own thanks to everyone for their contributions.</p>	
12.	<p>Date of next meeting & proposed agenda</p> <ul style="list-style-type: none"> - 31st January 2025, 10am – 1pm. In-person. - Proposed agenda items: <ul style="list-style-type: none"> o Board Effectiveness review o Trustee recruitment planning o Student Trustee recruitment planning o Reserves Policy Review o Income Generation decision making o Finalise resourcing plan pending agreed funding o Bye-laws and Articles sign off. 	