

In attendance: Lucas Bertholdi-Saad, VP Access & Academic Affairs (LBS), Allison D'Ambrosia, VP Graduates (AD), Nick Entwistle, External Trustee (NI), Joe Inwood, Chair/President (JI), Rosanna Greenwood, VP Charities and Community (RG), India Jordan, External Trustee (IJ), Ellie Macdonald, VP Welfare and Equal Opportunities (EM), Ivy Manning, Student Trustee (IM), Sarah Owen, External Trustee (SO), Katt Walton, VP Women (KW), Jack Wands, Deputy Chair/Student Trustee (JW).

Also in attendance: Ryan Bird, Oxford SU Chief Executive (RB), Melanie Duncan, People and Compliance Manager (MD).

	Item	Actions
1.	<p>Apologies</p> <ul style="list-style-type: none"> - James Hunt - Atticus Stonestrom not in attendance 	
2.	<p>Minutes from previous meeting</p> <ul style="list-style-type: none"> - Minutes were approved by the Board 	
3.	<p>Conflicts of Interest</p> <ul style="list-style-type: none"> - No conflicts of interest declared 	
4.	<p>Matters arising from previous meeting</p> <ul style="list-style-type: none"> - RB will be updating on the pay review in the CEO Report (Item 6). - (JI) The campaigns review is now complete. (IM) How are we going to monitor the campaign review and how it's working? (JI) The student engagement team will be supporting the campaigns operationally and will monitor how the changes are working. The Sabbs will be working with campaigns to keep them engaged in the SU. - (JI) Changes have been made to the Code of Conduct and this has now been finalised. - (JI) The Comms Strategy has been circulated to the Board. (JW) The strategy doesn't outline the qualitative ways you plan to hear back from students. There isn't enough data. (RB) Comms will be an area of focus for the Head of Student Engagement and Communications this term. (IM) The strategy doesn't have enough assessment of where we are currently. 	
5.	<p>Nominations committee update</p> <ul style="list-style-type: none"> - (JI) Welcome to India Jordan. India's appointment to the Board was approved by Council. She will be on the Board for a 2-year term. - (JI) Richard Jackson will be running a session on governance on the 25th of March at Oxford SU. We will be holding a leaving-do straight after. MD will email details to the Board. 	<p>MD to email details of Richard Jackson's governance session and leaving-do to the Board.</p>
6.	<p>CEO Report</p>	<p>RB to continue work on the Pay Review.</p>

	<ul style="list-style-type: none"> - (RB) Pay review has been approved by FC and is now at the implementation phase. NI providing some additional support and an insight into logistics. - (RB) Accounts have been looked over by Finance Committee. Advertising income is going well and we are on track to meet the reforecast budget. - (JI) Report includes reflections on the staffing restructure. This was implemented in January 2018. We are seeing benefits of this, the organisation is functioning much better, but there are still a number of issues; OSSL is not quite where we would like it to be and support for Sabbs still needs time and attention. <p>RB invites questions from the Board:</p> <ul style="list-style-type: none"> - (NE) Confident that the pay review is financially sound, although more consideration potentially needed on the HR aspect. 	
7.	<p>Quinquennial Review 2020</p> <ul style="list-style-type: none"> - (RB) Asking the Board to start considering what we will cover in the Quinquennial Review. Who from the Board will work on this? What does the review need to focus on? What scale of review do we need? - (SO) How happy are the university with your current governance? (JI) They have encouraged a light-touch approach to this review. (JW) If we only review our governance every 5 years, we should be looking into it in more detail. - (AD) The review should look at which university committees the Sabbs sit on. - (EM) Reviewing Sabb role remits should be a priority. Every role needs to be looked at in depth, especially VP WEO and VP Women. Combining these roles should be considered. (KW) I don't think we need the role of VP Women; not because it isn't important, but the role is much smaller and ends up working on cross over projects which are in the remit of the other Sabbs. - (RG) Review should also look at 5-year plan regarding clubs and societies. Is there the need for a VP Activities? - (IM) Would like to see all things in point 15 considered in the review. - (JI) Who will be on the review group? (AD) Concerned that we have specialised knowledge of our own roles, but there would only be one Sabb on the review group? - (LBS) How would Student Council feed into the review? (RB) Council would need to be consulted. (SO) The review should have a wide consultation but a narrow remit and a small group. - (JW) Will there be a University representative in the group? (RB) The Academic Registrar would be the nominated person from the University. - (JI) Agreement that membership of the review group will be a council and non-council Sabb, the CEO, an external trustee and a student trustee. Group will consider how they consult various stakeholders. 	<p>RB to continue work on Quinquennial Review.</p> <p>Board members to contact RB if they would like to be involved in the project.</p> <p>Sabbs to plan Quinquennial Review handover to successors.</p>
8.	<p>Officer plans</p> <p>JW takes the Chair for this item.</p> <ul style="list-style-type: none"> - (LBS) Working on the Access and Widening Participation Plan, lecture capture and encouraging students to request exam feedback. - (KW) Sitting on the university steering committee for harassment, working on relaunching the sex worker survey and a big event for International Women's Day. 	

	<ul style="list-style-type: none"> - (RG) Working with OCJC (Oxford Climate Justice Campaign) on university investments, sitting on the working group for with the university sustainability team. Holding the charity awards in Trinity Term and working on Springtide Festival. Climate action week was a success. - (EM) Mind Your Head week in 7th week. Lobbied successfully for mental health strategy at university. Planning a student consultation on this next term. - (AD) Have spent a lot of time speaking to the University and encouraging a student consultation on the new graduate college. Continuing the student parent and carers work, taking on student researcher for this. There is a University review on their shared parental leave policy, which I am involved in. Also looking at how students are hired at the university with a focus on junior deans. - (JI) Working on strengthening links with the JCR's and MCR's by offering officer support. Working with other Sabbs on various projects inc. Mind Your Head and the new graduate college. Have also been thinking about what I can achieve before July and what I can hand over to my successor. <p>JW invites questions from the Board:</p> <ul style="list-style-type: none"> - (EM) Also want to mention KW's brilliant work on sexual violence. 	
9.	<p>Report from complaints panel – CONFIDENTIAL ITEM</p> <p>IM gives overview of the report to the Board. Board approved actions following complaint.</p>	
10.	<p>Complaints procedure review (Ivy)</p> <ul style="list-style-type: none"> - (IM) I have made the changes which were suggested by JSCESM. I have suggested a three-person panel. - (JW) The student trustee for complaints will appoint the panel. Should this then be approved by Board? The policy doesn't stipulate who these trustees should be. Can we recommend that there is at least one external? (SO) Change the wording to stipulate the panel can't be made up of just student trustees? - (SO) Is the timeline of 14-days to resolve a complaint realistic? (IM) We could extend to 3 weeks. 	IM to make suggested changes.
11.	<p>Wellbeing and Liberation – CONFIDENTIAL ITEM</p> <p>EM gives a presentation on Wellbeing and Liberation. Discussion followed. CEO to take forward with VP Welfare & Equal Opportunities.</p>	
	<p>AOB</p> <ul style="list-style-type: none"> - (JI) Thank you to Ivy, Jack and Atticus for all of their work as Student Trustees over the past year. 	
	<p>Date of next meeting</p> <ul style="list-style-type: none"> - Friday 31st May, 1pm. 	