

## **St Hugh's JCR Committee Meeting Minutes**

Sunday 30<sup>th</sup> April 2017, 2<sup>nd</sup> Week TT17, JCR Committee Room

- 1. Rep's Updates**
- 2. Matters Arising from Updates**
- 3. Matters Arising from Last Meeting's Minutes**
- 4. Items for Discussion**
- 5. Any Other Business**

### **1. Rep's Update:**

President – Ana Pavlova:

- Sent out my notices email;
- Attended OUSU Council;
- Sorting yoga out (met with Conferences, will probably start in 3rd Week and will be in the MGA Lecture Room, since Maplethorpe was already booked out for every Wednesday of the term;
- Will get Harry to ask college if there are any mats we could use in addition to people bringing their own;
- Created the JCR Calendar of events;
- Met with the MCR about rent;
- Wrote a 10-page draft counterproposal for rent negotiation (meeting this week); college is planning to increase rent by 3.5% this year, based on RPI this year at 3.1%, what justifies the extra 0.4% is unclear;
- Will be aiming to get this down to a 2% increase in rent.

Vice-President – Ed Piggott:

- Room ballot underway;
- Sorting out a few people with special requirements;
- Will send out the provisional ballot soon and a list of all the rooms available along with their floor plans;
- Communicating with college re new meat free Monday next term.

Secretary – Curtis Crowley:

- Usual agendas, minutes and emails;
- Attended OUSU Council;
- Class Act campaign is starting up.

Treasurer – James Brown:

- Paid lots of invoices and reimbursements;
- Bought the new croquet mallets which can now be used;
- Still chasing Karen Peake for the money for new pool cues.

AccAff – Sophie Roche:

- This week I had an email conversation with Luke about student-raised concerns regarding tour start times i.e. schools arriving late and students having to wait to give tours, tours will now mostly start at 11:30 to allow for this;

Compiled by the JCR Secretary

- Please if anyone else (shoutout to Curtis for volunteering, my saviour) can help out on Thursday I would be so grateful. *Ed might be able to.*

#### Welfare and Equal Opportunities – Rosie Tabor and Cameron East:

- George Anderson came and did a talk, and after some controversy Boost St Hugh's seems to have taken off. He handled it really well. There are 240 members already and growing. Let's keep it flowing.

#### International Students' Rep – Tatjana Marks:

- Got in touch with various people to find someone to help out at the international drinks event who is trained to serve alcohol behind the college bar.

#### LGBTQ Rep – Elise Page:

- I've discussed how transition funds work with reps from other colleges, and have decided I'll keep the current system of using leftover LGBTQ funds money for reimbursing transition costs, but will write in the handover pack a reminder/plan for the next rep to set up a trans society with money for that purpose.
- I will continue to promote the JCR's ability to provide this, and possibly look at better promotion/more confidential ways to ask for money.
- I might also get the Welfare Reps involved, making sure people know they can talk to the reps if they want access to transition materials.
- Funds could also be taken from excess welfare budget.

#### Entz Reps – James Atkey and Nathan Peters:

- Booked a bouncy castle, bungee run and BBQ (dodgems not viable) for the lawns party;
- Wrote risk assessments;
- If anyone can help out on the day, that would be great;
- Hannah Taylor will be selling donuts for charity at this event.

#### Charities & Communities Rep – Hannah Taylor:

- Recruiting for RAG Ball Committee.

#### Environment & Ethics Rep – Ben Jones:

- Sending in photos of greenness at Hugh's and starting to plan ways in which to implement more greenness for the Switch Off campaign.
- There are so many lights left on needlessly around college, e.g. all the lights in the library were left on during the ball. I will find out whether college has a policy in place.

#### Sports and Societies Rep – Harry Thomas:

- Renewed Ferry Gym memberships;
- Printed off all the punting sign up stuff and pinned 1st&2nd week's signs up;
- Been organising yoga with Ana;
- Bought all the fountain stuff.

#### Careers Officer – Yemi Eso

- The 'The Careers Service comes to St Hugh's' event was a bit disheartening because hardly anyone turned up;
- Perhaps the timing during lectures contributed to this;
- Perhaps I could combine future events like this with a welfare tea?

DODO – Hannah Choi:

- Sorted out stuff for new Careers Rep (Yemi):
  - Spoke to college IT Services:
    - Added to JCR Committee mailing list
    - Got permission to send to JCR mailing list
    - Created new generic JCR email address ([jcr.careers@st-hughs.ox.ac.uk](mailto:jcr.careers@st-hughs.ox.ac.uk)), with forwarding to Yemi's personal Nexus, pending approval by Oxford IT Services
  - Created Careers Rep page on JCR website under "Meet the Committee"
  - Ordered photo prints from Boots for the JCR Committee noticeboard display (+ Charities Rep and the DoDO as their photos have gone missing)
- Added the two additional PS4 controllers to the JCR and announced this via a Facebook post to JCR group
- Made the VP and the Secretary admins on the JCR Facebook group
- Started cleaning up lists of societies on the JCR website
- Replaced the toner in the RTB printer

Freshers' Rep – Theo Davies-Lewis:

- Met with Walters to sort out sub-fusc forms for next year; 10% commission
- Met with Thea about the timetable, and set up another meeting with the Dean;
- Emailed out about Freshers' Week and the fair;
- Ordered the Freshers' Week t-shirts;
- Booked all the rooms for Freshers' Week with Conferences, who are sorting it next week;
- Printed off all bank statements on the Freshers' Week account.

## **2. Matters Arising from Updates**

## **3. Matters Arising from Last Meeting's Minutes**

## **4. Items for Discussion**

### Freshers' Week meet the JCR Committee events

Ana: I think it would be good to have a more informal meet the JCR Committee event too. We could be around at the Freshers' Fair, so the first years know who we are and can ask questions one on one, and find out how they can get involved.

Committee would be happy to go.

Ana: For the formal event, I think we could do it better this year, as last year I couldn't really remember who people were or what they did at all.

Curtis: I think it should be slimmed down to a handful of people to represent Committee. We should keep it pretty short.

Ana: This would be great so that they don't feel too overwhelmed. What about running

through what a typical JCR is like? We could have a PowerPoint with some sample motions, and some basic explanations of how it works and what rights you have as a JCR member.

Curtis: We should include lots of pictures too.

Theo: I'll make sure we get some more space for the Freshers' Fair then.

Ana: How long is the slot for the 'Meet the JCR'?

Theo: An hour.

Ana: We could do a run through and work out how long we'd need.

Elise: I need to make sure there are trained people available to run the LGBTQ session.

Committee agrees that everyone should be there to introduce themselves but only a couple will run most of it.

Ana: Shall we mix ourselves in with the audience so that people don't feel like it's an 'us vs them' situation?

Hannah Taylor: I don't think that would work. I think it's best we're at the front so that they can see who we are.

Ana: Is there anything else we need to cover in the meeting?

Yemi: An intro to the JCR Facebook page and how to use it properly.

Curtis: A good intro to the JCR website and what's on there would be useful too.

James: We could mention some of the highlights to come: welfare teas, bops, etc.

#### Academic feedback form

Ana: Does anyone have any arguments for or against? Should it be online, or on paper, every term or once a year?

Committee thinks it should be online, not mandatory and anonymous.

Ana: Some of the forms from other colleges are too long, ours should be shorter, and designed to flag up the important things.

Ben: It should be termly too.

Ana: Should it all go straight to the senior tutor, or through the AccAff?

Hannah Taylor: It shouldn't go straight to the Senior tutor.

Elise: There's the possibility some of the feedback would be about the Senior tutor.

Committee discusses whether the AccAff receives it all, and passes on the most important stuff without disclosing any names to college, but then agrees that all the feedback (positive and negative) should go to college in order for it to be most effective, perhaps with a summary and suggestions on the change needed.

## **5. Any Other Business**