

St. Hugh's JCR - Weekly JCR Committee Meeting - Agenda
Sunday 20th January, 7pm
Old Law Library

1. Attendees / Absences

All present.

2. Welcome and Notices

A) Presidents' Notices

- Chinese New Year performance - performers required
- MGA Lecture Room 10.30am Tuesday for meeting with College staff
- LGBTQ+ Ally training - 9.30-12.30 on Weds 30th - please come. It is important to stand by and with the LGBTQ+ community in College
- Prescription fund - **Welfare Reps to follow up with proposers of the motion** for a prescription fund to see if this needs to be implemented into budget. **The Secretary to look at the minutes and work out its constitutional stage**
- Chocolate Fountain Co-ordinator - **The Sports and Socs Rep to either take on this position or appoint someone.** It will be an added bonus - budgeted to start in the next two weeks

B) Draft Budget, HT19 (Treasurer)

Budget	HT19
JCR Motions	800
JCR Committee Food	300
JCR Meeting Food	500
Entz	500
International	450
LGBTQ+	300
Welfare	950
Female Hygeine	200
Travel Grant	700
Blues Funds	2000
Newspapers	430
Sky Subscription	400
BT Sport	300
Stationary and Equipment	50
Charities	30
Access	100
DoDO	240
Total	8250

3. Committee Member Reports

See Appendix 1

4. Matters arising from Notices and Committee Member Reports

a) Any updates to reports

b) Points of discussion

The President informs **the Sports and Societies Rep that Bursar and Domestic Bursar would like her to come to next meeting** as 9th February is too early for the event. College would like 2 months notice. We will need to meet with the Dean; College willing to host brunch for those visiting from Clare College, Cambridge. **Sports and Societies Rep needs to produce a short report for that meeting** at 3pm on Thursday.

The Entz Rep (Kavana Crossley) has designed an access hoodie. The Access Rep says Jessie (former Access Rep) also sent a basic design. The Entz Rep says this was not his design; **he will finish the design for the access hoodies.**

The Welfare Reps ask for £50 extra for female hygiene. The Treasurer says money can be shared in budget allocations between that given for welfare and that given for female hygiene if more needs to be used. The President says this came up in JCR-wide consultation for extra money. The Treasurer says this can be shifted around as required.

The Entz Rep (Kavana Crossley) says £225 needed to rent the club and charge students for tickets. The Secretary and the Sports and Societies Rep comment that JCR Committee is part of college, so we may be able to claim VAT back. The President asks if given funding for this event will come from elsewhere, whether the allocated £500 for Entertainment is too much. The Entz Rep (Kavana Crossley) says that the termly aim to buy a mixer, which is expensive. The budget will be used for that alongside Arts Soc budget. Entz Rep do not think the bop will come out of the £500 budget, as ticket sales will counteract this.

5. Matters arising from last JCR Committee Meeting

A) *Actions Points from Sunday 13/01 (Oscar Baker - Secretary)*

The Secretary moves through the previous week's action points.

Katya to contact MCR welfare reps to identify whether a direct counterpart sits on any MCR sub-committee.

6. Items for discussion

A) *UPay Formal Ticket booking (Oscar Baker - Secretary / Jiaqi Li - Environment and Ethics)*

The Entz Rep asks if the current process and problem can be fully laid out. The Vice-President does so, noting that College dictate when they are releasing tickets and that this is not hugely regulated, given they do it manually.

The President suggests that tickets get put up at 10.05 so no one is too early, not too late. Tickets are still to be advertised at 10. The Vice-President says this is a better system, but it will always have an element of unreliability given this is a manual system. For special events like Oxmas, the Vice President says she will be with catering staff when they open tickets, but ultimately we cannot do this ourselves.

The Secretary asks about the viability of advertising a window between 9.50 and 10.10, noting that many already waiting for periods of this length to be sure of securing tickets.

The Vice-President notes the possibility of ticket transfer.

The President notes that college is aware of the problem. They are not keen on changing the system but Rahele (Domestic Bursar) has said the MCR use a different system. **When the President meets with her MCR counterpart, she will ask her about which system is better, and will explore the possibility of College switching.**

The Careers and Academic Affairs Rep asks about increasing capacity at formals. The Vice-Presidents say this is not possibility, owing to health and safety considerations. The Vice-President also comments that MCR formal allocation always fills out, but this is not the case for the JCR at normal formals so both Common Rooms must share.

The Access Rep asks about a separate event for special formals like Burns' Night. **The Vice President agrees to explore this over time.** Comments were made about the increase inclusivity of this event given the Ceilidh was now open to all, after the formal dinner.

The President concludes that giving people a 10 minute window seems to be the fairest way of doing things.

The Charities and Communities Rep asks about changing the time, to 3pm or 6pm for example. Concerns were express this could be quite difficult.

The President also notes that ultimately not everyone will be able to secure a desired formal ticket, as demand outstrips supply.

The Environment and Ethics Rep explores the possibility of a system where a ticket is sold back to Upay, than a second opening of time is established for those on a waiting list. The Vice-President notes that college will just not be happy to do this.

The Welfare Rep (Lana Firth) notes that if you are buying on behalf of a friend, you can enter their name as a guest. If you can change the name after buying the ticket, the problem of people seeking for too much is not mitigated. In agreement, concerns were expressed that this would be case.

The Charities and Communities Rep notes that the Environment and Ethics Rep's idea won't work for people who wish to give up tickets at the last minute.

The Careers and Academic Affairs Rep suggests a random ballot. Concerns were expressed across the Committee about how this would work, hindering the ability for friendship groups to go together also.

The President concludes the discussion, noting the earlier action points.

B) Distribution of Hoodies (Maddie Mann - Access Rep)

The Access Rep has discussed with the College Outreach Office (Lena) about getting access hoodies. Possibilities for distribution is either via stamp card method after 5 tours, for example, or at the end of term to those who have particularly stood out.

The Access Rep says that she does not want to make contributing to access work a competition, as this is not the point of student involvement.

The Committee in general preferred the former option.

The Access Rep questioned how this would be fair on 3rd years. **It was agreed that it would be better to give to particular 3rd years by discretion who have contributed over a longer period of time, at the start of the new scheme.**

C) Maplethorpe Lawn Trees (Oscar Baker - Secretary)

The Secretary notes the planting of trees which are stopping the playing of games on the one lawn where it is permitted. He asks whether we can push College to plant trees elsewhere, as this is the stated aim of that law for games.

The President agrees this is something to be raised, and will do so in the following week with the Bursar and Domestic Bursar.

7. Any other business

The President and Treasurer will present plans to Finance Committee this week to show how we are going to use the money otherwise College will take this back. The Careers and Academic Affairs Rep asks whether the new pool table will come out of these funds. The President says that it will. She notes that there are many future topics of conversation to happen here moving forward, but we need to show intention early on.

The President notes that Magdalen have agreed to a crewdate. They have 30 committee members but are generally keen.

The Entz Rep (Kavana Crossley) asks about the timescale for reimbursement on money spent. The **Treasurer** explains the process of submitting receipts, and **agrees to reimburse the Entz Rep quickly once these have been sent in.**

The Entz Rep (Kavana Crossley) asks about particularly elements of the policy book to be renewed, including the formation of Keeper of the Shells. The Secretary notes that this ongoing mandate will indeed need to be fulfilled.

Appendix 1 - Committee Member Reports

President - Emma O'Callaghan

- Meetings with Vicki and Rahele
- Attended Oxford SU Council
- Arranged budget with Vaibhav
- Set up a working group for rent negotiations.

Vice-President - Alice Worsley

- Had my handover meeting with Roxy, and introductory meetings with Rahele, Magdalena and Catherine.
- Discussed getting a new fridge in the committee room for welfare with Emma and Rahele
- Discussed plans for making changes to the constitutional role of VP with Oscar, as well as codifying the room ballot procedure

Secretary - Oscar Baker

- Attended Student Council on Wednesday evening with Emma. Voted on behalf of the JCR.
- JCR motion surgery, Saturday 11.30-12.30
- Met with predecessor for briefing regarding Travel Grants
- Work on the new noticeboard and photos (re Charlotte Whittington photography)
- Compiled this agenda and discussed formation of relevant working groups for rent negotiations / JCR refurbishment with Emma
- Agreed to take up positions of College Risk Committee and College Statutes and Bylaws Committee

Treasurer - Vaibhav Chandak

- Completed handover from previous Treasurer, Aditya
- Met with College Finance Office to discuss current financial standing
- Spoke to all the relevant committee members about their spending plans and budget for the term
- Formulate the JCR budget for HT19
- Met with the President to discuss, at length, plans and ideas for best utilising the extra JCR budget
- Visiting different bank branches this week to find a viable option to replace the JCR's current bank (Co-operative) to expedite reimbursement for JCR members

Access Rep - Maddie Mann

- Organised a meeting with Lena (Outreach Officer)
- Recruited six students to help with a tour for the Brilliant Club (had lots of volunteers, v positive start)
- Created a document to keep a list of students who volunteer, plan to regularly send to Lena and for both of us to keep this up to date
- Met Lena and discussed plans and ideas for the year
 - Hoodies!!! Have a kind of design, apparently Kav was going to do this? (ask him about this). Also need budget to do this! (ask in meeting for dollar)
 - Issue re hoodies, how do we distribute them? Maybe this can be discussed in the meeting as I'm unsure what the best policy for this would be? Maybe others have an idea.
 - Lena is in the process of talking to college about training student ambassadors, might make a poll on the JCR page and see if there is any strong desire to push for official training or whether this will put people off helping?
 - Meetings re: bridging programme are happening! Woop will pester Lena for further updates

Welfare Reps - Lana Firth, Joseph Uhlar, Rita Kimijima-Dennemeyer

- Welfare tea
- Acquired a fridge for storing important things like humus (now in JCR Committee room)
- Requested two keys be cut for Male Welfare Rep and Fresher's Rep
- Ordered lots more welfare supplies
- Made some preliminary plans for welfare week

Entz Reps - Kavana Crossley and Aluet Nyuon

- We did the bop on Saturday 0th Week
- Put on a pub quiz
- Had a meeting with Rahele about future Entz endeavours
- Entz committee applications went out
- Sent off applications for 3rd week bop and halfway hall after party
- In the process of putting a deposit down for the mega-bop in 7th week

LGBTQ+ Rep - Katya Turchin

Nothing to report.

International Rep - Aman Modi

Nothing to report.

Charities and Community Rep - Laura Bishop

- Currently in the process of confirming the date for the charity comedy night, awaiting college to approve my application not use the bar for the evening on Tuesday of 6th Week
- Met with Rahele about college approving the puffer jackets. They have now been approved.
- Co-ordinated with Ben (College Communications Manager) about organising and the design of the jackets
- Will try to have the order form for jackets set up by next week, awaiting approval of the final design from Ben and in the process of securing the £20 start up logo fee

Environment and Ethics Rep - Jiaqi Li

- Health & Well-being: Sent out a survey related to Hall & Food (77 responses); will serve as basis of working relation with Catering
- Environment & Sustainability: Met with Michael Booth (Founder of St Hugh's Climate Justice Campaign) to discuss EnE's role in divestment & future plan. Made appointment with Anna to learn about can-crushing
- 2nd Week plans:
 - College:
 - Send an email to make appointment with Rahele and Colins to discuss potential ideas.
 - Catering: sauce serving, new vegan meal.
 - Estate: paper waste bins, bigger food-waste bins, double glazed window and ask about College's needs. Also send an email to gardening to make appointment to know about garden cycles.
 - JCR
 - Food Survey - deadline to be set next Friday; reminder on Sunday via email; Wednesday via Facebook and email
 - Organise 1st can-crushing event of HT19! XD
 - Will attend a divestment meeting at some point
 - Longer-term/back-burner = Learn about and get in touch with EnE Reps from other colleges; ideas include Hertford, LMH, St. Catz, Sommerville, St. Anne & Brasenose

Sports and Societies Rep - Viv Leong

- Organised weekly yoga sessions
- Continuing to liaise with Hugh's captains and Clare College about organising Sports Day

Careers and Academic Affairs - Harrison Engler

- Had a meeting with Thea Crapper and Roy Westbrook. Discussed collections and made progress on a number of issues
- Set up a meeting with the Careers Service rep for St. Hugh's to discuss projects for the year
- Advertised for the International Careers Day yesterday
- Got in touch with Oxford SU VP for Access and Academic Affairs

Director of Digital Operations (DODO) - Leon Sui

- Bought two new PS4 controllers, should arrive soon
- Hall Menu is now in picture form
- Looking for purchase Fifa 19 preferably digitally to prevent theft but need to fix/sort out Ethernet or WiFi connection from the console in order to connect to PSN
- Trying to arrange a handover meeting with Jack Millar (previous DoDO) to grasp a better understanding of the day to day digital operations of this role such as access to the JCR website and feedback on the budget
- Will be updating the JCR website, once this handover is completed.

Freshers' Rep - Morayo Adesina

- Meeting with TVC Rep, reserved tickets for TVC and Bridge. Tickets were also reserved for Emporium as safety in case Park End doesn't come through (still waiting to hear back from them)
- Requested meeting with Thea to get a list of offer holders so can start collating college families
- Set up Freshers' Committee and organised first meeting for Monday
- *YEARBOOK*: Post a form on the JCR for finalists to answer concerning their yearbook, have had 33 responses so far and 97% want a yearbook