

St. Hugh's JCR - Full Committee - Hilary Ordinary Meeting 1 - Minutes
Sunday 13th January, 8pm
Old Law Library

Chair - Emma O'Callaghan (President) Minutes - Oscar Baker (Secretary)

Actions points highlighted in bold/red

Meeting opens 8.04

1. Attendees/Absences

All present.

2. Welcome and Notices

President's Remarks

- At 10.30am, 22nd January: **meeting with college management, all welcome** to put names to faces
- **Handover meetings (all)** - people strongly encouraged to ensure their handover is done, particularly regarding use of budget

College Committees

- College like JCR members on college committees for reasons of transparency and cohesion. Not a particularly active role from JCR members in these committees, but good to be there.
- For Committee attendance, if cannot be present let JCR know so someone else can go and then report back to Committee
- Vice-President - **Access Rep should go to Equality Committee**, this was agreed by both President and Access Rep

MCR Committee

- President says people should be proactive in reaching out to counterparts
- **LGBTQ+ Rep** - queries whether to contact welfare reps as no direct counterpart. President suggests good idea to **contact and ask about welfare subcommittee**, as likely a counterpart sits on this.

3. Committee Member Reports

President explains new system. No objections.

4. Matters arising from Notices and Committee Member Reports

a) Any updates to reports

None given.

b) Points of discussion

Secretary - asks LGBTQ+ Rep about proposed constitutional change. Encourages to make it a matter of policy, not constitutional change so is tabled in the correct form. LGBTQ+ Rep will feed back to Ro Green moving forward

Careers and Academic Affairs Rep - asks about viability of their drop-in sessions, and expresses concerns as to whether this would be useful. **President encourages consultation with Roy Westbrook and Academic Committee.**

Entz Reps - College Sports Day. Viv talks about setting up sub-committees. President notes this must be a working group not sub-committee.

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Entz Reps to advertise Entz sub-committee and brings up theme for next Bop being PINK themed. President reminds Entz sub-committee must include International Rep and Access.

Careers and Academic Affairs Rep asks DoDo about FIFA 19 and problems accessing it after it has previously been locked away when people wished to use it. DoDo says will be digitally downloaded to avoid issues regarding losing it.

Charities Rep asks for suggestions regarding charity auction. Careers and Academic Affairs Representative says it would be a good idea to look for vouchers in local restaurants as a quick way of getting rewards and prizes.

Secretary advises the Committee that it would be best to make constitutional changes as a bumper constitutional amendment all at once. It would be great if **all committee members could consider whether they would like to make any constitutional changes to their role before the next committee meeting, and report back.**

5. Matters arising from last meeting

Not applicable.

6. Items for discussion

A) Requesting earlier release of collection timetable from College (Vice-President)

VP explains that collections are often delayed meaning it is very difficult to plan academic work but also has welfare implications in an already stressful week.

The Careers and Academic Affairs Representative will raise this, and concerns expressed below, with the Senior Tutor, Roy Westbrook, as part of his planned collections and academic feedback

- The Careers and Academic Affairs Representative wants proper feedback discussion with College and a statement about what collections are for, and their aims, as they believe this will help to reduce stress.
- The Entz Rep (Kavana Crossley) adds that it should be made sure there are no 'TBC' on collection timetables
- Concerns were expressed by multiple Committee Members as to the welfare implications of delayed timetables.
- Secretary thinks it would be good to have a clearer and more establish mechanism to changing collections times when difficult circumstances present. At the moment, this appears unclear to a number of JCR members. A number of JCR members have asked him about this this week.
- Multiple Committee members also expressed concerns about administrative errors in collections timetabling.

B) Capital investments in JCR (incl. new pool table) and other spaces in light of underspending/extra £10000 (President / Careers and Academic Affairs Rep)

The JCR Committee has a reserve sum of around £10000 which sits outside the annual budget granted by College. There are options to send this either immediately over the following calendar year, or sequentially over a number of years. At the moment the JCR annual budget is £7000 per term with additional subscriptions. The JCR Treasurer notes it would be best to spent between the region of £2000-£5000.

Welfare Rep (Lana Firth) want to buy a fridge for welfare supplies and food for welfare tea. This would be in the Committee Room. Sports and Societies Rep notes this would need to be electrically tested, which would need to be considered. Careers and Academic Affairs Representative suggests we should buy a microwave as well.

The President notes that there are blurred lines between what comes out of college money and JCR budget money. Lots of small capital investment, potentially like the fridge, college will take on.

Entz Rep (Kavana Crossley) - Suggests whether a charitable contribution should be considered. The President / Secretary note that this is constitutionally not permitted, but a charitable event is.

Secretary asks if there is going to be a process by which we record how we're using some of this money centrally, or just topping up everyone's respective budgets in turn. **The President responds that this is why all Committee Members need to consult predecessors regarding the better use of respective budgets.** Only after this can we move forward.

The Sports and Societies Rep asks about updating the gym. The President notes that College will be funding the gym.

Secretary asks whether the budget has to be passed by anyone. This is not the case.

The Careers and Academic Affairs Rep wonders whether the motion budget can be topped up. The President says this can be the case. This would come out of college funding or grant of £10000 still.

Welfare Rep (Joseph Uhlar) thinks it would be better to use the money on big projects and longer term plans, and not dividing it up too much into short-term spending.

Entz Rep (Kavana Crossley) suggests **everyone drafts a list of stuff to spend money on next weekend.** President agrees and stresses we do not need to rush into this.

The Careers and Academic Affairs Rep suggests a second air mattress. The Vice-President notes that it is indeed very busy.

C) The EnE Garden Party - Suggestions and Timing (Environment and Ethics Rep)

The Environment and Ethics Rep asks for the JCR's help with planning this event. The event is usually done in association with LMH, and usually takes place there. The Garden Party did not happen last term because of timing, as it is originally supposed to be done in Trinity. The plan is whether we hold this event in Trinity or Michaelmas in 2019. EnE Rep asks whether we can come up with a plan. To do it here at St. Hugh's rather than at LMH?

Entz Rep (Kavana Crossley) comments that College would be really keen with this idea, as he has talked to Rahele (Domestic Bursar), surrounding their own Entz plans. **Domestic Bursar should be the first port of call for the EnE Rep,** and will point you in the right direction and for meetings.

The Careers and Academic Rep suggests speaking to Robbie Whittaker (St. Hugh's Ball Committee President) regarding event planning and for tips.

Entz Rep (Aluet Nyuon) asks whether the event will be to raise money or awareness. EnE Rep confirms it can be for both purposes.

Treasurer asks when this will be happening. EnE comments that this will be happening in Trinity term. The Charities Rep also notes that it will be best to have it in Trinity due to weather.

Entz Rep (Kavana Crossley) also suggests asking the gardeners when the garden looks best. Further, if they have advanced notice, they can prepare specific displays in the garden.

7. Any other business

President says it would be best to bring up the fridge request with Vicki. The Treasurer agrees but adds that the Accommodation Manager (Magdalena) has commented there are a number of fridges lying around.

The Entz Reps ask about budgeting for the 7th week BOP, which will equal £230. The Treasurer says the money will be available this week.

Secretary asks for a system whereby college notifies us about loud work. **Secretary also asks all Committee members to submit their reports earlier.**

The Careers and Academic Affairs Representative asks whether the JCR email address is working for him and the Access Rep given the position name changes. **The President will check with IT and publish a list of JCR emails on request.**

The President asks whether a JCR crewdate would be a popular choice. There is a general consensus that this would be the case. **The President will explore.**

The Access Rep asks if last term's Access Rep received a budget, and if so why this has seemingly be removed. **The Access Rep will ask Jessie (former Access Rep) about how this money was used.**

The Careers and Academic Affairs Rep asks how the money works. The Treasurer says individuals spend money and are then reimbursed. He will also pilot a debit card system expansion over the term.

Secretary mentions the college noticeboard. **The Sec will undertake this**, but will need assistance. **The Vice President offers to help.**

Photographs of Committee Members for the website. Charlotte Whittington agreed to do this. **The Secretary will speak to Charlotte and will suggest a time once spoken to Charlotte and post this on the group.**

Website biographies should be submitted by all Committee members by the end of the week. The President comments that everyone should lay out the nature of your role and who you are. The Careers and Academic Affairs Rep notes this biography will be used for the Freshers' Guide.

The Secretary will explore administrative options, such as SLACK and Google Drive and in consultation with the DoDo will report back to the JCR.

The Careers and Academic Representative asks about the makeup of the team for the Rent Negotiation Working Group. The President says this will be her, the Vice-President, the Secretary and the Treasurer. The President agrees for the Careers and Academic Representative to be involved in rent negotiations. The President also notes that the JCR Committee will need to prepare for the College's proposals as College will only give us around 4 days. The Vice President also reminds the Committee that the SU are running useful workshops.

The President offers closing remarks, noting that she would like to be as open and transparent as possible. She encourages criticism and for Committee members to give advice when they think it is needed. The President stresses that all Committee members should communicate if they are unhappy with any of the running of the JCR Committee, or would like to offer improvements.

8. Date of next meeting

Sunday, 20th January, 7pm (before Full JCR meeting) The following week will revert to 8pm, as there is no Full JCR meeting.

Meeting closed 8.56

Compiled by the JCR Secretary