

Annual General Meeting 2023**Date: 30/03/23****Location: Lecture room 067 and Hybrid via teams 4pm-5:30**

Chaired by Suraj Shaw VP CEDPS due to the assembly chair absent see *Bye-Law : 5. General Meetings shall be chaired by the Chair of Student Assembly or, in their absence, the Vice-Chair of Student Assembly, or, in their absence, an appropriate Student Officer.*

1. Attendance and Apologies: No apologies received.**Officers in attendance**

Suraj Shaw	VP CEDPS
Archan Raval	VP CBASS
Wiktoria Swoboda	VP CHMLS
Gano Othow	BME Officer
Fabyeon Burgess-Yearwood	Disabled Students Officer
Ana Monica Santos Periera	EU Officer
Tanvir Akhter Shakib	Environmental and Ethics Officer
Eiza Tehreem	Womens Officer
Kira Nelson	LGBTQ+ Officer

91 Students were in Attendance**2. Minutes of the previous meeting 23rd February 2023**

Minutes were approved.

3. Motion: Permeant policy

Presented by W.S VP CMLS

Summary: For the Union to continue providing free period products in the Hamilton Centre (Locos bathrooms) and to continue lobbying the University to expand the project and start providing free period products in bathrooms in more buildings on campus

VP CHMLS: explained how this is an essential policy due to the current cost of living crisis as more and more people are experiencing period poverty. That the purchase of 21,120 (9,600 pads and 11,520 tampons) products in the summer of 2022 cost the Union £1,647. Since 21/11/2023 the Union gave out 2,482 products (926 tampons and 1,502 pads. The Union has been giving out products for 119 days. The data so far suggests that the Union has been giving out 20 products per day, which means that the products already purchased will last until 21/09/25 (1,035 days), although some products will run out before others. The daily costs so far has been £1.49, which makes the estimated annual cost to be £544.79.

Any questions?

Chair – this is a really helpful motion and will benefit many students on campus that will benefit from this.

AGM member – what is the distribution process?

VP CHMLS: – in the Hamilton centre bathrooms as this is controlled by the Union – the Union want to lobby the university to implement this into other bathrooms across the university. However, due

to the associate and stigma surrounding period products we have decided to keep them in the bathroom so they can be obtained privately.

Disabled Students Officer – Is there a time period of providing period products?

VP CHMLS – Wants this motion to be permanent so in three years the student body can vote on it and adjustments can be made as this isn't an issue that will go away.

AGM member – now we are throwing away extra garbage can more bins be added?

CHMLS – that is an issue they can take away and speak to about the maintenance however this does not need to be included in the motion as the motion is surrounding the funding, however thank you for this comment and this will be passed onto cleaning services

AGM member – in the library they still have a charge for period products from a vending machine, will this change?

CHMLS – at the moment only the toilets in the Hamilton centre have the products available however we want to implement this across all toilets around the university. There is a survey which can be filled out that allows suggestions from what toilet you would like to see the products in.

Disabled Students' Officer – was there other sources of funding explored?

VP CHMLS – Investigated the government and charity funding, there is funding for schools however from what they have found there is nothing for universities now. The company we use donates 100% of the profits to other period charities.

AGM member – so far, I have only seen tampons available is there anything else?

VP CHMLS – yes, we do have night pads, day sanitary pads and panty liners available as well.

AGM member – are the period products in all restrooms or just female ones?

VP CHMLS – these are in the gender neutral, accessibility toilets and female toilets, however we have had some issues with the male toilet as when we restock the period products the products disappear, and we are worried about waste. However, part of what we want to talk about the university about is that if they do not have gender neutral bathrooms (which they don't) then I would urge them to have them in the male bathrooms too.

AGM member – what can we do to help lobby the university?

VP CHMLS – please email wiktoria.swoboda@brunel.ac.uk and also complete the survey that has been created. Also please email the vice chancellor to raise your support.

AGM member – why don't you make the ones in the male toilets paid?

VP CHMLS – the whole point is that the period products are free. The containers that we use are not appropriate so we will have to also buy a vending machine. I will keep trying to put them in the male bathrooms however I have suspicions that they were just thrown away or moved about.

AGM member – besides from the survey how else can we directly support the campaign?

VP CHMLS – I think sharing information and as I can see people are happy to help I will write a template email that we can send to the university to show students support. I will be in contact with students who are eager to support.

The Permeant Policy motion was taken to a vote:

61 voted for

0 against

0 abstain

The motion has been passed.

4. Student Matters

Chair – if anyone has any questions for the officers, student assembly members or the panel please ask now?

Disabled Student Officer – what accountability measures are in place to make sure clubs and societies are functioning?

G.B – clubs and societies have elections, and the own committees can hold the members accountable. The union manages all the clubs and societies funding. If they do not have a full committee then they cannot receive funding. There is also a system called cases which record activity and reward societies for their work. If you have any questions, please contact Jasmine.Pink@brunel.ac.uk or Christopher.Hepsworth@brunel.ac.uk.

AGM – I'm starting a new society the American/Canadian society. However, I have to find members to join – could I set up a freshers fair stall to promote this?

J.P- yes you can have a table however you will need to speak to myself or Chris. If you create information promoting the new society on social media and the union will repost this. The 15 people needed on the application don't have to be American or Canadian they can just be people who want to support your ideas and culture.

G.B – you could also speak to the international students office who may put you in touch.

AGM member – I think the 15 person requirement is quite high. Especially if you have a very niche society then it can be hard to obtain.

G.B– this is a reasonable question to highlight I don't think this is something we are opposed to change this. I think the best thing to do would be to talk to the activities team. If this is not in our bye laws, then this can be changed. However, if this is in our bye laws then a motion can be brought to SA to change this.

Chair – thank you for raising these points.

5. Trustee Report

Was presented by Archan Raval VP CBASS (for a full breakdown of the trustee report please see appendix 1 on the Union website). This report represents all the things that have been discussed and delivered before this academic year. The main purpose is to ensure the union

students thrive, challenge, and grow at Brunel. This is our main ambition and goal. Our core values are membership driven and aim to empower every group of students. In 2021 there was the vaccination campaign, the summer catch up, the one Brunel carnival. This helps re-establish our strong committee. Climate crisis to help reduce our carbon footprint and empower are students to fight climate crisis. Mental Health campaign we should consider this our top priority at university. Students face a variety of problems away from home and the Union provides a variety of support. Cost of living crisis, we want to ensure all students receive high quality. Well-being department – we have been effectively working to make it more promote and quick.

G.B – our trustee board is the head of our charity and the sabbatical officers, our student trustees and our expert trustees who are knowledgeable in risk and finance. They are here to make sure we are operating affectingly to provide the best experience.

Vote to approve the trustee report.

For – 37

Against – 4

Abstain – 11

The report has been approved.

6. Budget

G.B – This report is slightly complicated so Craig Lithgow is on standby to help. This report is from last academic year. The key points will be discussed. 1.6 million pounds are received in funding, some are restricted such as the money for the hardship funds and the sporting societies. The total income of the whole year was 2.8million. The pension fund is money we do not see. There was a surplus of about £6000. The university pays the pension fund. We have an agreed amount of what we are expected to have in the bank account of about half a million.

C.L – the pension liability is important to mention as it looks like we are losing a lot of money, this is not the case. As we are a charity all charities are reported in the same way we must include this. In the pass we would have only had to declare what we have owned this year. There is a payment plan in place to reduce this deficient which will take place over 14 years. Think of this as a long-term loan that is to be paid off over years. We are in a reasonably healthy position. From a budget point of view this does not come into effect until August, so we do not know our grant limit quite yet. This should not be less then we have received in the previous year. We hope to move our next AGM into December so we can look at the budget so this can be scrutinised, and members can have an input on this.

AGM member – are we going to approve the accounts without auditing?

C.L – the accounts have been audited by CROW. The auditor’s report is also available on the trustee report.

Vote for the trustee report to be approved.

26 For

1 Against

7 Abstain

The trustee report has been approved.

7. Student Assembly Report.

Presented by VP CEDPS and acting Chair.

In the autumn 2022 elections we filled 10 of the 15 Assembly department Rep roles, however no nominations were received for the below roles: 1. Assembly Representative - Life Sciences Department 2. Assembly Representative - Chemical Engineering Department 3. Assembly Representative - Education Department 4. Assembly Representative - Health Sciences Department 5. Assembly Representative - Social and Political Sciences Department We also elected 23 Student Assembly Community Members, a Mature and Part-time students' member and the Disabled Students Officer. The number of voters was 1495 and the total votes made was 3414. Since the last AGM on the 22nd February 2022 Student Assembly has met 5 times. During these meeting quoracy was met on all occasions. Since the last AGM, Student Assembly have not received any motions but have discussed and voted on a number of very important proposals:

- Ratification of an Independent Trustee.
- Vote to approve NUS as the Returning Officer.
- Vote to approve temporary change in officer structure for 23/34.
- Vote to approve election rule changes for Spring 2023 elections.
- Vote to approve timetable for Spring 2023 elections.

Chair – any questions surrounding the report?

No questions the report has been approved

8. Executive Committee report

Presented by VP CBASS. The Executive committee creates and develops campaigns that are to the benefit of our members and implements policies passed at our most consistent democratic arena - Student Assembly. The function of the Executive Committee is to: Promote and defend the rights of our members. Campaign on issues affecting our members. Agree on actions for passed policy. Develop projects and campaigns. There was a range of achievements such as the Black History Month which took place over four weeks that focused on, Black History, Black Future, Anti Racism and Cultural Appreciation. Trans Awareness week also took place in which the LGBTQ+ Officer worked on five separate short videos as part of Trans Awareness Week and created a presentation for Trans Day of Remembrance during the third week of November. The Environment and Ethics Officer focused on COP 27 in November 2022, planning a series of events alongside the Environmental Science society. A movie night was organised in November 2022 in the Venue showing "Don't Look Up by Adam McKay", free drinks and popcorn were provided. Alongside this was an UpCycling workshop which helped students learn how to reuse and recycle their clothes.

All the Officers continuously worked on the Cost of Living Crisis including raising awareness of cheap eats to make at home and food on campus. The laundry machine company on campus has been replaced to WashCo from Circuit as this is a more affordable option. Academic conduct campaign led by Archan to raise awareness on plagiarism and collusion as well as cheating. There was a video filmed looking at the FAQ surrounding academic misconduct

VP CHMLS has been working on bringing free period products to campus by purchasing 21,120 products from Hey Girls! Which are now available in all Locos' bathrooms. In addition to free period products, there has been a social media campaign focusing on period poverty, stigma, myths and facts, health, etc. A Pic Up the Mic (podcast) episode about the campaign was also recorded.

VP CEDPS worked collaboratively with the tech society on the Hackathon with over 100 students joined the hackathon over 2 days. A focus on cyber security and raising awareness to students on how to be safe online.

Any questions or comments on the report?

No objections to the report the report has been approved.

9. Affiliations

Chair – see the online appendix for a breakdown of the affiliations and the money given.

G.B – this is your way of understanding where the money we give away goes too. For example, The bucks organisation to allow students to play competitive sports. NUS buys the alcohol and then sells it cheaper to student unions, so this is better value for money.

Chair – Any questions?

No questions.

The Affiliations report has been approved.

10. Honorary Memberships.

Chair -, we have three new honorary memberships we will like to approve these are Noah Yeates (VP CEDPS 21/22), Connie Fernandes (VP Student Activities 21/22) and Richard Parkins (Director of Finance and Resources).

No objections to the above honorary memberships.

The honorary memberships have been approved.

11. Urgent Business.

No urgent business to discuss.