

MEETING MINUTES

Description:	Trustee Board Meeting		
Date:	28 April 2021	Time:	16:00 – 18:00
Chair:	Niquella Simpson-West (Campaigns and Activities Officer)	Location:	Zoom
Trustee Present	Sara Bafo (Welfare and Liberation Officer) Emily Collinsbeare (External Trustee) Stephen Norton (External Trustee) Eireann Attridge (External Trustee) George-Hakon Benson (Student Trustee) Saranyaa Goel (Student Trustee) Lina Charafeddine (Student Trustee) Tegan Easterbrook (Student Trustee)		
Staff Present	Ed Nedjari (Chief Executive Officer) Lisa Ronson (Finance Manager) Denisa Turturea (minutes)		
Apologies:	Fowsia Kadiye (Education Officer) Pradeep Thatai (External Trustee)		

Minutes

Ref.	Item	Summary Points	Action
1	Welcome and Introductions	New Head of Membership and HR Manager gave a brief introduction.	
2	Declarations and to note any possible conflicts of interest	Nothing to note.	

3	Minutes from last meeting and subcommittees	Minutes approved.	
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	Declarations for Any Other Business Items	Nothing to note.	
	Calendar of Business	Nothing to note.	

6	Finance Updates	<p>Finance Manager provided an update.</p> <p>Management accounts were still being created.</p> <p>Furlough really helped Goldsmiths Students' Union's (GSU) financial position.</p> <p>Not as much expenditure due to lack of student activity.</p> <p>Hoping to have enough in reserves but unfortunately not there yet.</p> <p>Budgets are also being revised.</p> <p>It was noted that certain departments merged.</p> <p>A Student Trustee asked why the departments were merged. The Finance Manager responded that they were within the same remit to a degree, so it made sense to merge them. With a new Head of Membership, they can continue to review the merge.</p> <p>Against Sexual Violence project funding was discussed. It was hoped for it to continue to be funded for at least another year.</p>	
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		<p>Welfare and Liberation Officer stated that a Council meeting took place where it was confirmed that GSU's budget cut would not take place over one year, but over two.</p>	
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7	Racial Justice Update	<p>Cultural review was discussed by HR Manager.</p> <p>To do a good cultural review, data collection would need to firstly be collected such as accurate staff diversity, recruitment diversity data, etc.</p> <p>Planned to start cultural review in June 2021.</p> <p>An External Trustee highlighted that the recruitment for an external cultural reviewer was planned to continue.</p> <p>HR Manager to write a short report on why cultural review happens to share with staff and Trustees.</p> <p>Cultural review was delayed due to uncertainty of outcome.</p> <p>Wellbeing survey, staff engagement survey, and direct staff consultation, could help inform the outcome of the cultural review.</p> <p>The CEO stated that the recruitment process had noticeably improved over the previous 6 months and was confident that it would continue to improve.</p> <p>An External Trustee stated that it would be preferable to discuss and implement changes and reviews internally before going externally. CEO stated that it was important to understand that the cultural review would</p>	<p>Write report on cultural review. (AI ref. 1)</p>
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		<p>only flag areas for improvement but not fix the problems. How any issues would be dealt with would be the most important part of the process.</p> <p>The Welfare and Liberation Officer noted that a lot of staff members lacked trust in GSU due to the delay of cultural review and internal processes. This is also why an external cultural review lead was desired due to a possible conflict of interest. Two elements: staff consultation/data collection and pulling outcomes from there.</p> <p>A Student Trustee stated that leavers would be some of the best people to consult with. The CEO and HR Manager agreed, exit interviews would also be reviewed.</p>	
8	CEO Update	<p>The CEO provided an update.</p> <p>Should start thinking about returning to campus and what a possible time frame could be. September 2021 looked the most promising for a flexible working approach.</p> <p>How to facilitate the operations of a flexible working approach? How to have meetings? Etc. It was noted that lots of things needed to be thought about.</p> <p>Incorporation application had been submitted with the charity commission responding with questions.</p> <p>Questions still remained around the nursery and its financial status relating to incorporation.</p> <p>A strategy was desired to be created to serve students based on what they want</p>	

		<p>/ need. This was envisioned to be done by talking directly to students and collecting data – figure out why students don't engage with GSU.</p> <p>GSU would not fit under the usual SU strategy umbrella, should create one more specific and unique to GSU.</p> <p>A Student Trustee noted that students would be confused about what an SU is in general – it was suggested to properly introduce the SU to students during their induction weeks.</p>	
<p>9</p>	<p>Data Sharing Agreement</p>	<p>The CEO stated that it would need to be seen.</p> <p>GSU and Goldsmiths College did not have a data agreement together although lots of data shared between the two places.</p> <p>The CEO was the data officer of GSU. If something would go wrong, it would sit under them.</p> <p>College and solicitor would write a data sharing agreement brought to the Trustee Board (TB).</p> <p>The Welfare and Liberation Officer asked if the College would access GSU's data. CEO stated that data sharing agreement was mainly important relating to students' details on College records.</p>	
<p>10</p>	<p>Mental Health & Wellbeing</p>	<p>The HR Manager provided an update on the staff engagement survey organised by NUS.</p> <p>Response rate was 26% of the staff team which was really low so it was noted that the results were not the most representative.</p>	

		<p>Previously the response rates were up to 74% so the pandemic could have impacted responses.</p> <p>36% would recommend the organisation as a good place to work.</p> <p>An overview was given of the results, however, the low number of respondents was highlighted throughout.</p> <p>It was hoped to have future interactive sessions with staff to work on the company culture and build onto the cultural review. Also, some things in the generalised NUS staff engagement survey would not be applicable to GSU or would need to be expanded for GSU.</p> <p>A wellbeing survey was also sent out by the HR Manager that received a higher response rate.</p> <p>It focused on staff mental health, wellbeing and return to work thoughts.</p> <p>It was noted that lots of employees were struggling with their mental health and were referred to GSU's Employee Assistance Program.</p> <p>Trustees in agreement to really focus on staff mental health and when annual leave or away days should be encouraged.</p>	
<p>11</p>	<p>Bye-Laws Change Proposal</p>	<p>A proposal was presented to support the Sabbatical Team to change the GSU bye-laws around president sick leave to give other officers the right to vote when the president is on sick leave.</p> <p>Previously, if president on sick leave and decisions need to be made at</p>	

		council, no	
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		<p>other officer would be able to submit a decision on behalf of the GSU.</p> <p>Proposal approved by Trustees.</p>	
12	Sabbatical Officer Updates	<p>Sabb Team sitting on committees and councils to ensure students would be impacted as less as possible relating to the College's financial cuts.</p> <p>Work on an accessibility project.</p> <p>Fee strike organised by students.</p> <p>Working to develop a buddy system. Working on ASV project.</p> <p>Elections and awards show upcoming.</p> <p>It was also noted that the BME Award Gap had increased significantly over that past year.</p> <p>Accessibility and inclusion rep was taken away due to College decisions but it was desired to fight to bring it back.</p>	
13	Any Other Business	Nothing to note.	

Action Items

Ref.	Action Item	Action / Decision	Action By	Due Date
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1	Write report on cultural review	HR Manager to write short report on why cultural review to happen to share with staff and Trustees.	WO	ASAP
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