

## Guild Policy Development Group Minutes

**Present:** Jess Levy (Representation and Resources Officer (RRO), Chair), Rose Bennett (GOG Member) Adam Goldstone (GOG Member), Lucinda Bleischroeder Baker (GOG Member, Emma Atkins (Disabled Representative Member), Rajat Grover (International Representative Member), Adriana Xardone (LGBTQ Representative Member) Joe Guntrip (Open Place Member), Reece Roberts (Open Place Member), Fay Arnold (Trans Representative Member), Molly Gilbert (Women's Representative Member)

**In attendance:** Oli Killeen (Democracy Co-ordinator) (Note Taker), Jo Thomas (Chief Executive Officer)

**Apologies:** Zia Bresnahan (Open Place Member), Arundeeep Chaggar (Postgraduate Representative Member), Sheimona Jahan (BME Representative Member)

**The RRO welcomed everyone and the meeting commenced at 18:10**

No	ITEM FOR DISCUSSION	QUESTIONS ASKED	ACTION
1	<b>Welcome to GPDG</b>	<p>The Chair welcomed everyone to the meeting. All those present introduced themselves to the room.</p> <p>The Terms of Reference for the Group were presented and approved.</p>	<b>Noted</b>
2	<b>Introduction to GPDG/How it will work</b>	<p>It was noted that the Guild Policy Development Group (GPDG) was created to replace the Assessment Group, which previously sat in the "Your Ideas" structure, with the aim of making it easier to develop, amend a ratify Guild Policy.</p> <p>It was confirmed that the new group will continue to assess all Idea submissions for legal, reputational or financial issues, where necessary, suggesting amendments to the proposer.</p> <p>It was clarified that the Group should not make judgements on the merits of an individual submission.</p> <p>All ideas will be voted on in the same way, first having to reach a quorum of 175 to be considered valid, then passing via a simple majority of those in favour.</p> <p>Policy discussed and accepted at GPDG will also go online for students to have the opportunity to reject it.</p> <p>It was clarified that students are voting in favour of the rejection, with the same quorum and simple majority applying as above. Precise instructions will be made clear when voting to avoid confusion.</p>	<b>Noted</b>

		<p>Any student is able to submit policy via the "Your Ideas" page of the website, and to attend meetings of Guild Policy Development Group to provide further information on their idea if they wish to.</p> <p>The RRO asked if in future all potential amendments could be submitted in advance of the next meeting. The Group agreed.</p> <p>It was clarified that only self-defining members will be able to vote on liberation ideas.</p>	<p><b>Noted</b></p> <p><b>OK to clarify</b></p>
<p><b>3</b></p>	<p><b>Your Idea Submissions</b></p>	<p>All ideas were accepted without amendment, with the exception of:</p> <p><b>11.17.04 – Support the National Demo for Free Education</b> – This cannot be completed as the demo will have taken place before the close of this next cycle.</p> <p><b>11.17.05 – Implanting Solar Panels</b> – this is a current mandate, and was submitted last year.</p> <p><b>11.17.12 – Cooked Breakfast in Joe's Bar</b> – This has also been a completed mandate, and it is not possible to provide this in Joe's Bar at this time. Other breakfast options are available in Street Kitchen and University Centre. Street Kitchen is open to feedback on additional items.</p> <p>The proposers will be informed of the decision of GPDG.</p> <p>Further clarity was requested on for the following submissions:</p> <p><b>11.17.10 – Pre-release for Grad Ball</b> – The proposer will be asked to clarify exactly what they want this idea to achieve, as this is not mentioned. Re-zoned to Guild Development.</p> <p><b>11.17.14 – Tampon/Period Products</b> – It is unclear whether the idea is asking for paid dispensers in toilets or whether products should be provided free of charge. It was requested that the language should be made gender-neutral.</p> <p><b>11.17.16 – Drunk Crèche at Fab</b> – Questions were raised about the logistics of this idea. Concerns around issues of venue licencing will also be checked.</p> <p><b>11.17.19 – PGT students as part of the research community</b> – The section relating to the Postgraduate Research Space in the Library, as this passed in the last cycle. Clarification requested relating to Postgraduate tuition fees.</p> <p>It was noted that there were 2 different ideas relating to the car parking situation on campus, and the Group asked if these ideas could be merged into a single idea.</p> <p>In all situations where changes have been requested, the proposers will be informed.</p> <p>The following ideas were zoned:</p> <p><b>11.17.02 – More Car Parking Spaces</b> – Welfare and Community  <b>11.17.03 – Better WiFi on Campus</b> – Education  <b>11.17.09 – Secure Bike racks</b> – Welfare and Community  <b>11.17.17 – More Microwaves on Campus</b> – Welfare and Community</p>	<p><b>Noted</b></p> <p><b>RRO to discuss with Licence Holders</b></p> <p><b>RRO</b></p> <p><b>RRO</b></p> <p><b>Noted</b></p>

4	<b>Beliefs and Commitments Update</b>	<p>The RRO introduced the Beliefs and Commitments document explaining that it outlines the Guild's position on local and national issues and campaigns. It was noted that previous attempts to pass the policies relating to the document have proved unsuccessful.</p> <p>It was proposed that document will be taken in parts and sections of it will be reviewed at each subsequent meetings. The sections for discussion at the meeting were as follows:</p> <ul style="list-style-type: none"> <li>• <b>Section 8 – Hidden Course Costs</b> This was accepted without amendment.</li> <li>• <b>Section 10 – Mental Health</b> A request was made to defer this to the Student Equality and Diversity Committee for their point of view. This was agreed.</li> <li>• <b>Section 13 – Postgraduate Education</b> A number of amendments were suggested. RB agreed to redraft and resubmit to the group for email approval.</li> <li>• <b>Section 21 – Students Working Part-Time</b> It was recommended that the specific mention be made to Full-Time Students working Part-Time, as differing allowances will apply to Part-Time Students.</li> </ul> <p>It is recommended that there be reference made to the principle that international students can work no more than 20 hours per week in line with Tier 4 Visa restrictions.</p> <p><b>Can the policy make specific mention of support for disabled students who can't work?</b> It was suggested that this be added as a separate policy, which EA was invited to redraft. This was agreed.</p> <ul style="list-style-type: none"> <li>• <b>Section 26 – Zero Tolerance to Sexual Harassment</b> A request was made to defer this to the Student Equality and Diversity Committee for their point of view. This was agreed.</li> </ul>	<p><b>Noted</b></p> <p><b>SEDC</b></p> <p><b>RB</b></p> <p><b>OK</b></p> <p><b>EA</b></p> <p><b>SEDC</b></p>
5	<b>Campaigns Pot Spending</b>	<p>The Campaigns Pot Spending Policy was presented to the Group. It was noted that this has also been presented to the Finance Committee of the Trustee Board.</p> <p>It was further noted that it is hoped that the new proposal will be fairer amongst all of the other liberation campaigns.</p> <p><b>Will Part-Time Officer Campaign requests be taken out of the General Student budget?</b> Generally, yes, but if Part-Time Officers and Full-Time Officers work together on campaign, then this figure may come of the Full-Time Officer budget.</p> <p>Approved</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Approved</b></p>
6	<b>Zero Tolerance</b>	The most recent Zero Tolerance Policy was presented to the Group.	<b>Noted</b>

	<b>Policy</b>	<p>It was noted that some work to amend this may have been done by the Student Equality and Diversity Committee last year.</p> <p>The Group considered that this may need to go back to SEDC. This was agreed.</p> <p>It was noted that the process for making a complaint (4.3.1) puts too much of an onus on the person receiving abuse to tell a perpetrator to stop, which can be intimidating.</p> <p>The policy makes no mention of the 'Not On' Campaign, and this should be included.</p> <p>Officer titles need to be updated, and email addresses relating to particular staff should be removed and generic emails used.</p> <p>JL asked if anyone would be prepared to rewrite certain sections, so the amended version can be sent to the Student Equality and Diversity Committee. RB will work on this also.</p>	<p><b>SEDC</b></p> <p><b>JL and RB</b></p>
7	<b>NUS Conferences Policy</b>	<p>A draft NUS Conferences Policy was presented to the Group.</p> <p>The Group wondered if it would be necessary to include the NUS National Conference balanced delegate rule (50% women students) into the policy. It was noted that this was NUS policy, so could change.</p> <p>Questions were raised about the Enablers Policy – some further information may need to be provided on what the Guild will do help support delegates to find an enabler.</p> <p>It was noted that the ability to find enablers will depend on the individual delegate's needs.</p> <p><b>Could this be put out a volunteer/job role through the Guild?</b> This is suggestion that could be looked into, in conjunction with the Job, Skills and Volunteering Department.</p> <p><b>Could a list of potential volunteers be kept centrally?</b> It may be difficult for this to happen as the list may depend on the individual delegate's needs, and may change year on year.</p> <p>The NUS may provide a list of types of people who could be an enabler, so it was suggested that the Guild mirror this policy. This will be looked into, and added to the policy.</p> <p>This was approved pending amendments as indicated above.</p>	<p><b>Noted</b></p> <p><b>Noted.</b></p> <p><b>OK</b></p>
8	<b>Any Other Business</b>	<p>OK asked if all amendments to policy that has been discussed, could be returned via email by 13<sup>th</sup> November.</p>	<p><b>Noted</b></p>

**The Chair closed the meeting at 19:55**

**Date of next meeting: 15<sup>th</sup> January 2018 – 6-8pm (Mandela)**