

## St Hugh's JCR Committee Meeting Minutes

Sunday 5th January 2017, 4th Week HT17, JCR Aung San Suu Kyi Room

1. Reports from members of the JCR Committee 2. Statement by the JCR Treasurer of the balance of the term's motion budget and the balance of any other budget relevant to that meeting 3. Action motions for debate asking for funding. 4. Action motions for debate not asking for funding. 5. Statement motions for debate 6. Items for discussion 7. Any other business

### 1. Reports from members of the JCR Committee.

President – Ana Pavlova

- OUSU Council held at St Hugh's Wednesday week 5, do come along and see what it's all about;
- Preventing a memo to Governing Body on Wednesday so that we can enter college via the Nervous Gate throughout the night;
- Committee had lunch with the Junior Deans regarding welfare training.

Vice-President – Ed Piggott

- Been speaking to kitchen staff to check all is clear regarding Halfway Hall;
- Started to discuss the Room Ballot with Magdalena;
- Working with the MCR to look at a complete overhaul of the washing machine system in college. Due to currency changes, the current college washing machines will become obsolete. Will push for a new system.

Secretary – Curtis Crowley

- Attended OUSU council;
- Voting in OUSU elections next week, really important to get out the vote (not least because a few Hughsies are running, and there are prizes for high turnouts).

Treasurer – James Brown

- Attended finance committee;
- Went to a rent negotiation training event at OUSU.

AccAff – Sophie Roche

- Exchange opportunities with Hong Kong Uni;
- Ana will be including in her emails details of any college tours.

Welfare and Equal Opportunities – Rosie Tabor and Cameron East

- Went to WelfCom, and found out about welfare provisions at other colleges;
- Cameron went on a training course;
- Stocked up on welfare supplies;
- Sanitary products are back on the anonymous pidgeoning form;
- Now have part of a WEQ committee, and looks like it will be expanding soon;
- Held successful welfare tea.

#### International Students' Rep – Tatjana Marks

- Sent out an email with a survey about the International Freshers' Guide;
- Held a Chinese New Year event last weekend.

#### LGBTQ Rep – Elise Page

- Did a walkdown to Trans welfare, sadly no one came;
- Decided with Cam and Rosie to run a free food type LGBTQ welfare event in 5th week;
- Committee emails now signed off with pronouns to help normalize pronoun usage;
- The rainbow flag is now flying for LBGT History month;
- Will be holding a JCR/MCR LGBTQ drinks event soon.

#### Entz Reps – James Atkey and Nathan Peters

- Had a bop last night;
- Sorting out a college drink and launch event for it
- Will send out a survey about what the drink is made of, and another one about what to name it;
- Film night next Friday with popcorn.

#### Charities & Communities Rep – Hannah Taylor

- Sent out charities email and recruited some new volunteers;
- Liasing with Effective Altruism to host a discussion event at St Hugh's;
- RAG charity elections this week, go vote!

#### Environment & Ethics Rep – Ben Jones

- Planning a garden party with Hilda's and LMH for 7th week.

#### Sports and Societies Rep – Harry Thomas

- Made a fantasy 6 nations league.

#### DODO – Hannah Choi

- Ps4 locked to cabinet;
- Ran JCR DVD survey, 87 responses;
- Website updated with 2017 JCR docs;
- Working with the Communications Manager to update the JCR website to its permanent URL.

#### Freshers' Rep – Theo Davies-Lewis

- Sorted bank account out;
- Continuing to draft a timetable;
- Sorted club tickets;
- Messaged WEQ committee to see if they want to hold any events in Freshers' Week.

## 2. Statement by the JCR Treasurer of the balance of the term's motion budget and the balance of any other budget relevant to this meeting.

Still at £800. None spent yet.

### 3. Action motions for debate asking for funding.

Motion h) Dignity Drive (n.b. this motion was at the time it was included in the agenda not asking for funding, but was amended at the meeting to ask for some)

*The JCR notes:*

1. Oxford has a huge homelessness problem, aggravated by government cuts to mental health services and social housing.
2. Accessing sanitary products can be prohibitively expensive for homeless people.
3. Oxford Dignity Drive is a campaign to increase access to sanitary products and feminine hygiene items for homeless people in Oxford.

*The JCR believes:*

1. All people should have access to basic sanitary care.
2. Menstruation is still stigmatised, and homelessness services rarely provide sanitary products.
3. Oxford students should do anything they can to support homeless people in Oxford.

*The JCR resolves:*

1. To support Oxford Dignity Drive by keeping a donation box in college for both monetary donations and donations of sanitary products.
2. To mandate the JCR president to include information about the Dignity Drive in her weekly email.
3. To donate £50 to the Oxford Dignity Drive.

Proposed: Catherine Kelly

Seconded: Jayme Kusyk

Short factual points:

Proposer removes 'and feminine hygiene items' from 'The JCR notes' point 3.

Will this be a one-off donation box? Yes.

Points of debate:

Did you not think of applying for any of the motions budget for this? Didn't think to do that. The JCR still has £800 to spend.

We could just increase the welfare budget, and direct some of the sanitary products/money to the charity.

James Brown: We can't give directly to charity, as we are a charity, so it would be illegal. We would have to use workarounds. Has to go through Charity Rep.

Previous Women's Rep: We had a 'huge' surplus of supplies at the end of each term. Perhaps this surplus could be donated. Are the Welfare Reps buying termly or annually?

Termly, but this term spent a lot so it lasts until start of next term.

Dignity Drive technically has no official charitable status, as it's a student run campaign, hence giving to it would be in accordance with St Hugh's students' interests, rather than being giving to charity as such.

Amendment made by the proposer to add point 3 to 'The JCR resolves'.

Shall we mandate the Welfare Reps to give their end of term surplus to Dignity Drive?

The Welfare Reps don't want this as a mandate, since they've ordered so many supplies this term and are planning to use them for more than one term.

Proposer: Don't worry too much about this.

Mia Donn: Perhaps you could put it in the Women's Rep handover, so that future Women's Reps can support Dignity Drive as they see fit, given that by nature of their position they will most likely support its aims anyway.

No points of debate.

Motion passes. (Unanimously.)

#### 4. Action motions for debate not asking for funding.

##### Motion a) Increased Interaction with Kent State Schools.

*The JCR Notes:*

1. For 2015 entry 55.6% of Oxford admissions were from state schools or colleges
2. Nationally, independent schools account for 7% of total UK school population, 15% of all A-level entries, 30% of all A grades and 33% of those getting AAA
3. St Hugh's College worked with approximately 45 schools in 2015-2016
  - a. 16 were with independent schools (at least 27%)
    - i. 10 of which were not in the Kent link area
4. There are over 100 state secondary schools in Kent
  - a. 28 state schools had interactions with St Hugh's in 2015-2016
  - b. Of these 8 were on the Target 1 list for Kent
5. No other Oxford college is responsible for the Kent area
6. University-wide £6.15 million will be budgeted for access and outreach work in 2016-2017
7. The JCR is strongly committed to outreach work, as seen through the funding provided for last year's roadshow
  - a. We budgeted £125 more than provided by college (£400)
8. 'The college's current approach to arranging school visits is largely reactive'

*The JCR Believes:*

1. Students from all backgrounds should have the opportunity to experience Oxford
2. Tours around college and question/answer sessions by JCR members are very valuable to visiting students
3. It is unfair for St Hugh's college to be spending its outreach budget on fee-paying schools with a strong history of Oxford entry
4. Private schools are likely to have greater access to paid and professional Oxbridge tutors, past students and interview practice and will therefore gain less from visiting college than state schools
5. Outreach work offers the chance to tackle educational inequality directly
6. Many students of excellent academic quality and indeed potential applicants will not be from private schools

*The JCR Resolves:*

1. To mandate the Access and Academic Affairs representative to ensure JCR members are fully aware of the status of a school before volunteering for visits
2. To investigate the cost of visits provided for independent schools and the budget this comes from
3. To encourage active contact with Kent state schools and, when necessary, for the AccAff representative to establish this contact themselves

Proposer: Sophie Roche

Seconder: Mia Donn

Short factual points:

What special relationship exists between St Hugh's and Kent in particular? Every college has a link area. We are the first point of contact for schools in that area who want to access Oxford University.

Are the quotation marks in JCR notes point 8 necessary? Yes, they refer to a point made in an access report about St Hugh's.

Points of debate:

Curtis Crowley: Perhaps point 4 of 'The JCR believes' is a little strong, since not all private schools/kids from private schools have access to these things.

Mia Donn: I spoke to 25 people who went to a range of different private schools and included this point on the basis of the information they gave.

Some private school kids go to summer schools to help prepare for Oxford entrance exams/interviews.

Curtis Crowley: Some private school kids are bursary students. We should be careful after generalising about all private schools.

College giving tours to private schools is not access work.

Hannah Taylor: Can we amend point 4 of 'The JCR believes' from *'Private schools have greater access to paid and professional Oxbridge tutors, past students and interview practice and will therefore gain less from visiting college than state schools'* to *'Private schools are likely to have greater access to paid and professional Oxbridge tutors, past students and interview practice and will therefore gain less from visiting college than state schools'?*

Amendment agreed by the proposer and seconder of the motion.

Motion passes.

Motion b) Coeliac UK accreditation.

*The JCR notes:*

1. Coeliac UK is a national charity which accredits caterers to show they follow the correct processes to produce gluten-free meals.
2. The St Hugh's College Dining Hall is not currently accredited with Coeliac UK.
3. The Pembroke College (Cambridge) Dining Hall is.
4. Sarah Dragonetti, the College Nurse, has expressed interest in lobbying for Hall to become Coeliac UK-accredited, and has expressed a desire for help from the student body in this.

*The JCR believes:*

1. It will be good for access purposes for St Hugh's College to publicly display Hall's capability of being gluten-free.
2. It will be good for coeliacs and gluten-intolerant people currently in College to be assured of Hall's capability to be gluten-free.
3. The small cost and effort required by College to accredit Hall will be more than outweighed by these benefits.
4. That Pembroke has become accredited shows that it is perfectly possible for St Hugh's to become accredited. If they can do it, so can we.

*The JCR resolves:*

1. To mandate the JCR Committee to discuss with the Domestic Bursar the Accreditation of College's Dining Hall with Coeliac UK, in cooperation with Sarah Dragonetti.

Proposed: Thomas Barringer

Seconded: Frances Barwick Ward

Short factual points:

How much will it cost? Sarah says it won't be significant, but no exact figure.

What has Sarah done so far? She has brought it up before, but has less power than if she would if we passed this motion.

How would college look on this? As usual, degree of inertia to be expected, but despite the cost it's doable.

Have you spoken to the domestic bursar? No. Due to the different food stations running in hall, to have a separate one for coeliacs could strain college's profit margin.

Tom Barringer amends point 1 of 'The JCR resolves' from '*To mandate the JCR Committee to lobby College to accredit its Dining Hall with Coeliac UK, in cooperation with Sarah Dragonetti.*' to '*To mandate the JCR Committee to lobby College and in particular the domestic bursar to accredit its Dining Hall with Coeliac UK, in cooperation with Sarah Dragonetti.*'

How many coeliacs are there in college? Would this increase the number of coeliacs eating in hall? Three at least., and yes absolutely, it could lead to an increased number of coeliacs eating in hall, even if just by a small amount, and it would also show college's flexibility to cater for dietary requirements in general, thus sending out a good message to vegans and people on more difficult diets.

How will this be costed? Who will pay? Will we see increases in hall prices? Probably no permanent change to hall prices, since just initial paperwork costs, etc. but that is speculation.

How will it affect normal meals? Shouldn't change what hall normally provides, just what is served to coeliacs.

Hannah Choi: You have to renew this accreditation each year, and the cost can be quite high, depending on the turnover of the business.

Points of debate:

Tom Barringer amends point 1 of 'The JCR resolves' from '*To mandate the JCR Committee to lobby College and in particular the domestic bursar to accredit its Dining Hall with Coeliac UK, in cooperation with Sarah Dragonetti.*' to '*To mandate the JCR Committee to discuss with the Domestic Bursar the Accreditation of College's Dining Hall with Coeliac UK, in cooperation with Sarah Dragonetti.*'

Motion passes. (Once quorum is reached again after a few people left the meeting early.)

Motion c) Creation of a JCR Careers Officer. (2<sup>nd</sup> reading)

*The JCR notes:*

Currently St Hugh's does not have a means for students to become adequately informed of career opportunities that are available to them whilst studying in Oxford. Many members of the JCR are only exposed to industries that are advertised to them through friends or departments. This is very limiting in terms of being able to achieve a wholesome and unbiased view on career prospects. Similarly, the JCR does not have full access to information regarding college alumni and their career trajectories.

*The JCR believes:*

Students of the college should be able to have access to information regarding alumni and their respective career paths. The JCR believes that students should be able to have some form of communication with alumni in the format of events or one-on-one meetings. Not all students are aware of the internship and work experience opportunities that are offered by the University through the careers service. Only students with a direct subscription to the careers service are able to access this information. The JCR believes that all students should be notified frequently on opportunities that are available to them and funding schemes that can also be of help.

*The JCR resolves:*

The committee should implement a new role titled 'Careers Officer'. The Careers officer will be responsible for liaising between the JCR and the college development office/alumni, as well as, notifying students regularly on new opportunities available for them within Oxford. The officer will be required to subsume career related responsibilities from the JCR Access and Academic Affairs Officer (AccAff).

The JCR Careers Officer shall:

- i. Advise JCR Members of the career support services available to them;
- ii. Organise workshops on interviews and assessment programs with the Careers Service;
- iii. Organise Seek to represent JCR career concerns and interests at all relevant forums in College;
- iv. Work with the College Development office to produce a prospectus of alumni destinations and organise q&a sessions with alumni of interest to the JCR;
- v. Liaise with the development office to organise at least two careers events during their time in office;
- vi. Be responsible for providing careers information to the JCR (not advisory) via email and/or via notice boards and the JCR website and will include information on:
  - a. Graduate Studies
  - b. Internship opportunities
  - c. Volunteering opportunities
  - d. Opportunities to work with the university
  - e. Careers Service's services

Proposer: Olayemi Eso

Seconder: Marcus Dashper

No short factual points or points of debate.

Motion passes.

Motion d) Reduction in the number of emails sent by the President. (2<sup>nd</sup> reading)

*The JCR Notes:*

- 1) The current Constitution requires the JCR President to send two e-mails a week on Wednesdays and Sundays specifically in Appendix A, subsection A9.:

*a. The JCR President shall:*

*viii. Send out two emails to the JCR each week during Full Term, one on Wednesday and one on Sunday, including information and notices received from across the University and from within the College.*

*The JCR Believes:*

- 1) Not enough notices accumulate over the three and a half days of the week between Wednesday and Sunday to justify two emails being sent a week
- 2) Receiving too many emails both annoys members of the JCR and reduces the attention paid to each individual email
- 3) Emails are more effective if they are not overused
- 4) That the current number of notices received can be collated in one weekly email

*The JCR Resolves:*

- 1) To rewrite the Constitution to mandate the JCR President to send one e-mail a week on Sundays, unless there is a pressing notice that requires distribution before then in which case the President will send an additional email on Wednesday.
- 2) Specifically, to alter Appendix A, subsection A9 of the Constitution so that it reads:

*a. The JCR President shall:*

*viii. Send out one email to the JCR each week during Full Term, on Sundays, including information and notices received from across the University and from within the College. Where necessary (e.g. where a notice with a deadline that falls prior to the next Sunday email being sent), the President shall send out an additional email to the JCR on Wednesday if the notice is received at least 24 hours before 8pm on Wednesday.*

Proposed: Ana Pavlova

Seconded: Reetz Chatterjee

No short factual points or points of debate.

Motion passes.

Motion e) Creation of a Suspended Status rep (2<sup>nd</sup> reading)

*The JCR Notes:*

- 1) A significant proportion of the student body are on, considering, or are affected by having been on, suspended status – in the years 2012/13, and again in 2013/14, 43 members of the JCR and MCR combined were under suspended status, up from 25 in 2010/11, according to a Freedom of Information Request accessed in 2015. This amounts to almost 5% of the student body.
- 2) The process by which someone decides to or is forced to suspend (/rusticate) is not transparent, with different people having very different experiences, depending on a variety of factor including the tutors, their academic record and their background. This is compounded by the fact that the tutors often do not knowing how the system is supposed to work either. This makes it very difficult for any one person to understand what they should be doing, what they are allowed or not allowed to do, and how they should be dealing with it.

### *The JCR Believes:*

1. The creation of the position of a Suspended Status rep on the WEQ committee has the potential to benefit these students greatly, by pointing them towards relevant resources, helping people with the process and providing a space in which people who are going through the process, or considering it, can talk about problems, share advice and give each other mutual support, mitigating the isolating experience of suspension. Beyond normalising the experience, it also demonstrates to such students that the JCR supports them whatever their decision is, and that they should continue to feel a part of the JCR throughout the process.
2. The creation of the position would also create a more effective platform from which to attempt to reform the way in which suspended status students are treated by college (for example, negotiating on the official stance that they are not allowed in college for the duration of their suspension).

### *The JCR Resolves:*

1. To create the position of a Suspended Status rep on the WEQ committee, whose responsibility would be to create and manage the shared space that suspended status students, or those considering it, can use, as well. In addition, the suspended status rep should aim to help students who are going through the process, both technically and emotionally.

Proposed: Ben Gibbons

Seconded: Tirzah Barwick-Ward

### Short factual points:

If passed, when would someone be elected to this position? WEQ committee by-election coming up, would be included then.

Will this person be constitutionally mandated to work with the OUSU Suspended Students campaign? This can be put in appendix b.

### No points of debate.

### Motion passes.

### Motion f) Extension of the submission deadline for JCR motions.

### *The JCR notes:*

- 1) Point 1.4 of the JCR Standing Orders: *Motions shall be submitted to the JCR Secretary not less than 48 hours before the meeting is due to commence. Motions submitted after the deadline shall be considered as Late Motions, and will be treated as such.*
- 2) Point 1.6 of the JCR Standing Orders: *The JCR Secretary shall, in consultation with the Independent Chair, produce and distribute an agenda for the meeting not less than 24 hours before the meeting.*

The JCR believes:

- 1) St Hughs' Students are very busy people, and may not all have time to be writing/submitting JCR motions during the week, and thus would benefit from having the option of writing/submitting a JCR motion by the Saturday evening before the meeting, rather than by the Friday evening.
- 2) If the deadline for submitting motions were 26 hours before the JCR meeting was scheduled to take place, the Secretary would still have plenty of time to finish compiling the agenda and send it out to the JCR at least 24 hours before the JCR meeting was scheduled to take place.
- 3) An increased deadline could lead to more JCR submissions and participation in JCR meetings.

The JCR resolves:

- 1) To change point 1.4 of the JCR Standing Orders so that it reads '26 hours' not '48 hours'.

Proposed: Curtis Crowley (JCR Secretary)

Seconded: Elise Page

Short factual points:

Is 2 hours enough time for the Secretary to compile the agenda? Yes. If a future Secretary has a problem with this, they would be able to change back. Should not be too difficult if the Secretary keeps on top of things during the week.

No points of debate.

Motion passes. (For the first time.)

Motion g) Make the FISH an honorary member of the JCR.

*The JCR Notes:*

1. The contributions of the previous and current FISH both to The Swan newspaper and to the JCR
2. The entertainment value the FISH hall reviews provide
3. The importance of having informative hall reviews to students
4. The FISH Hall Review ability to promote hall food and encourage Hughsies to eat in college
5. That FISH is one of the cooler Hugh's acronyms

*The JCR Believes:*

1. The important contributions of the FISH to the Hugh's community should be recognised

*The JCR Resolves:*

1. To make the FISH an "Honorary JCR committee member"
- ~~2. To allow the FISH to attend JCR Committee meetings when he so chooses~~
3. To continue to support the FISH's important role by encouraging The Swan to keep publishing FISH Hall reviews (preferably with more food puns in them)

Proposer: Ana Pavlova

Seconder: Reetz Chatterjee

Short factual points:

FISH = Food Inspector at St Hugh's

Elise Page proposes amendment from 'he' in 'The JCR resolves' point 2 to 'they', so no changes will be needed for future FISH.

What is an Honorary JCR committee member? No precedent for this at all. Would be a new position.

Ana Pavlova: The FISH would be able to attend JCR Committee meetings, but otherwise have benefits or duties from the position.

This could be added to the end of the Policy Book.

Could instead change the motion to make each FISH just an Honorary JCR member? Ana doesn't mind.

Can an unelected person be present at committee meeting? Would have to be written into constitution.

Amendment proposed to strike out point 2 of 'The JCR resolves' and add quotation marks to 'Honorary JCR committee member'. This amendment is accepted by the proposer.

The Secretary interprets this to mean that the FISH would have no privileges due to their new title, which would be in name only, and would involve no changes to the constitution or Policy Book.

i.e. to quote Tom Barringer, 'Nothing has happened. Well done everyone.'

Motion passes.

## 5. Statement motions for debate.

## 6. Items for discussion.

## 7. Any other business.

### Halfway Hall.

Olayemi Eso: How come not all second years got to go?

Ed Piggott: Last year first come first serve, second years only. This year third years as well, to accommodate for four year courses/people who missed out before. College reluctant to give any more details than that.

Olayemi: Hardly fair for second years. Many assumed it was a given that they could go, so didn't rush to buy tickets.

Ed: MCR still have lots of halfway hall tickets reserved just for them. Managed to get 10 back. Hall still pushing for the MCR to have lots of tickets, because they always sell out. Happy to continue talking to hall about this.

Hannah Choi: The 12 o'clock sign up was unfair for scientists with labs who were away from college all day.

Ben Jones: We could do a friendly FB post inviting people to give up their tickets for a second year.

Ed: There has been a huge drop in JCR hall attendance over the last few years, so hall prioritises MCR now because that way they sell out. I only have the power to lobby, I can't actually make them do it. Halfway hall is more than just any old formal.

Mia Donn: We don't necessarily need more JCR tickets for all formals, since historically the JCR don't go to formal so often.

### Attendance at JCR meetings

How can we improve our pretty poor turnout?

We could schedule the JCR meetings at a different time, perhaps when the bar is open.

Could have it in the middle of the week.

Worth speaking to other colleges.

Pembroke and Wadham have good attendance.

Could be more controversial so more turn up.

Self-perpetuating culture of non-attendance.

Committee working on it, but please let us know if you have suggestions.

Could have a raffle prize, or maybe a JCR heckler.