

Charity number: 1140687
 Company number: 07314850

Members in attendance (Transformation Committee): Ben Ward (BW); Professor Martin Williams (Chair) (MW); Dr Saira Shaikh (SS); Dr Jane Hoverd (JH); Sir Malcolm Evans (ME); Addi Haran (AH); Fay Shorter (FS); Lauren Schaefer (LS); Eleanor Miller (EM).

Members in attendance (Trustee Board): Ben Ward (BW); Addi Haran (AH); Lauren Schaefer (LS); Eleanor Miller (EM); Fay Shorter (FS); Jacqui Clements (JC); Charlie Palmer (CP); Charles Phua (CPh).

Non-members in attendance: Emilie Tapping (ET), Lauren Gale (LG), James Tibbert (JT); Peter Robertson (PR); Bernard Gowers (BG); Dame Helen Ghosh (HG), Nikki Smith (NS).

Minutes: Melanie Duncan.

	Item	Actions
1.	<p>Apologies</p> <p>Apologies were received from Oluwaseun Sowunmi (Transformation Committee member) and Louie Wells (Trustee Board member).</p>	
2.	<p>Minutes from previous meeting</p> <p>Minutes were approved by the Committee.</p>	
3.	<p>Conflicts of Interest</p> <p>No conflicts of interest were declared.</p>	
4.	<p>Presentation of Transformation Report & Recommendations</p> <p>ET delivered a brief background of the Transformation project and introduced the report. She shared an overview of the reports findings, highlighting the core assumptions of the project, the problems identified by the report, the proposed solutions to these problems and culture changes which would be required.</p> <p>ET asks the Committee for any general thoughts or questions in relation to the report. The Committee discussed the Boards agreement that the SU should be student-led, not student-run, and funding challenges.</p>	
5.	<p>Colleges & Common Rooms</p> <p>ET asked the Committee to discuss the SU relationship with colleges and common rooms, considering how the SU builds investment (not necessarily financial) between the institutions of the colleges and the SU.</p> <p>The Committee discussed the status of common rooms in relation to both colleges and the SU, and what role the SU could play in supporting common room representatives. They also discussed the benefits of the SU focusing on university-level representation vs. common room representation and where the SU could most add value and become a fully-functioning representative body.</p>	
6.	<p>University-level representation</p> <p>The committee was asked to discuss and direct the way forward for improving</p>	<p>ET to make changes to the Transformation Strategic Plan based</p>

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	<p>university-level representation.</p> <p>The Committee also discussed other aspects of representation including the scope of the Sabbatical Officer roles, better representation of the clubs and societies, and the importance of making tangible improvements to services such as the Student Advice Service and Freshers Events.</p> <p>The Committee was asked to approve the following:</p> <ul style="list-style-type: none"> - Increase from a maximum of 1-year to a maximum of 2-year terms for Sabbatical Officers. Approved. - Inclusion of a 4th Sabbatical role with a focus on welfare and EDI, to be elected in the 2025 elections. Approved. <i>(edit: this decision was updated following the meeting to be an open consultation on sabbatical officer roles)</i> 	<p>on the outcome of discussions.</p> <p>CPh offered contribution to the discussions via the online meeting chat function, these comments are to be shared with ET.</p>
7.	<p>AOB</p> <p>None.</p>	
8.	<p>Date of next meeting</p> <ul style="list-style-type: none"> - 15th November 2024, 10-12pm 	