

Executive Committee – 15 June, midday

Present: David Gordon, Sarah Gerwens, Jit Patel, Laura Goddard, Ellie Duplock, Thiago Pontes, Riccardo Jaede, Ellie Cottrell (12:30 onwards)

Apologies: Morgan Fairless

In attendance: Freya Govus

The meeting was not quorate

Discussion of minutes of the previous meeting

We are in the process of changing the Articles of Association. Once we have sign off from the Charity Commission, we will have a new constitution and can recruit External Trustees to the Students' Union.

Officer updates

Sarah: Currently working on handover, if anyone would like to see it then please let me know.

David: We need to work on a consistent handover, and we need support with consistency on providing handovers.

Freya: We can support with this.

Action: Freya to get Rep Team to send over suggested outline for handover docs, can then store and hand these over to new Officers.

Reflection on PTO experience over the last year

David introduced the topic, and asked for thoughts and reflections from PTOs. What went well, what could be improved?

There was then a discussion between the Officers about the support they had received from the Students' Union, and what could be improved going forward.

Reflections were broadly positive, but noted some areas where support could be improved/amended slightly to better suit the Officers. Themes raised during the discussion related to:

- Training and handover
- Standing items at Executive Committee regarding Officer campaigns
- More help with particular projects from across the Executive Committee
- Clarity on expectations and processes – potential for a handbook for PTOs
- How to facilitate better working and collaboration across the committee
- Ensuring that PTO projects receive enough communication support
- Work on UGM motions – collaboration between Sabbaticals and PTOs.