

The *Ratified* Minutes of  
THE ORDINARY MEETING OF THE ACCESS COMMITTEE  
2<sup>nd</sup> Week Trinity Term 2019  
Friday 10<sup>th</sup> May 2019  
TV Room, 13:00

**Present**

**Access Officer** (Rabii Malik, St Anne's College), **Access Officer** (Felicity Graham, Christ Church), **The Librarian** (Sara Dube, St Hugh's College), **The Secretary** (Spencer Cohen, Brasenose College), **The Women's Officer** (Varuna Mitra, St John's College), **The Disabilities Officer** (Fletcher Ransberry, Oxford Brookes University), **The Temporary Membership Officer** (Maxwell Stuart, Oxford Brookes University), **The Standing Delegate** (Adam Wilkinson-Hill, Jesus College), **The Standing Delegate** (George Hargrave, Hertford College), **The Socio-Economic Officer** (Mehr Farhan, *Christ Church*) **The Treasurer** (Charlie Coverman, Brasenose College), **Standing Committee Member** (Ayman D'Souza, *Christ Church*), **LGBTQIA+ Officer** (Joseph Sisson, *St John's College*)

**Apologies**

**The President** (Genevieve Athis, Christ Church), **The International Officer** (Noorie Abbas, *New College*), **The Librarian-Elect** (Mahi Joshi, *Trinity College*)

**Absent**

**The Treasurer-Elect** (Shining Zhao, University College), **The Senior Librarian** (Sean Power)

*The Chair of Access Committee opens this ordinary meeting of Standing Committee in the TV Room at 13:05*

**Requests to Pass Absences from Previous Meetings**

None

### **Matters Arising from Previous Minutes**

Passed pending changing time from 14:00 to 13:00

### **Ratification of Minutes**

The Standing Committee Delegate (Adam Wilkinson-Hill) moves that the Access Committee ratify the draft minutes of the Trinity Term 2019 1<sup>st</sup> Week Ordinary Meeting of the Access Committee

Seconded by the Senior Access Officer

*The motion passes nem. con.*

*The Ethnic Minorities Officer enters the room at 13:07*

### **The President**

*Business of the President:*

The President has no business

### **The Access Officers**

**The Senior Access Officer** reminds attendees to make sure that items wanting to be discussed at Access Committee meetings should be added to the agenda at least 48 hours before the meeting to ensure the Secretary can send out the agenda

**The Senior Access Officer** reminds the Access Committee of the access packs made by the Access Officers and asks that if there is any information members would like to add, to get in touch

**The Senior Access Officer** speaks about the intention to pass the access packs to future committees, so they can continue to be used

**The Junior Access Officer** asks people to add things to the packs to make them as full of information as possible

### **Disabilities Officer**

**The Disabilities Officer** said that last night in the debate, it was difficult to hear the Librarian and officers making their reports because of a lack of a microphone

**The Bursar** says there are not enough microphones for all of the officers to wear microphones and it would not be overly useful, as after reporting their business they don't speak again

**The Librarian** says that they will make an effort to speak louder next week

*The Treasurer enters the room at 13:09*

**The Disabilities Officer** mentions a person who was given a reserved seat at the debate on the proceeding evening

**The Bursar** says the person is well known

**The Disabilities Officer** enquires about the position of reserved seating for disabled people, and ease of leaving during the debate should they need to

**The Bursar** says that anyone who needs special arrangements during events can get in contact with the House Manager and arrange such requirements

*The Ordinary Member (Kofo Braithwaite, Christ Church) enters the room at 13:10*

**The Bursar** mentions that there are a very small number of cases where the system may be taken advantage of, and that we need to make sure that all of those who need help can receive it and that the system is as fair as possible

**The Senior Access Officer** asks about the purchase of the wheelchair discussed in last week's meeting

**The Bursar** says that it has been ordered following a decision made by The Standing Committee

**The Disabilities Officer** asks about the hearing loop as discussed at the previous Access Committee meeting

**The Bursar** responds that there already is one, and so there is nothing to worry about

**The Bursar** adds that there are notices around the Union's premises to show that we have one

### **Ethnic Minorities Officer**

*The Business of the Ethnic Minorities Officer:*

The Ethnic Minorities Officer has no business

### **LGTBQIA+ Officer**

*The Business of the LGBTQIA+ Officer:*

The LGBTQIA+ Officer has no business

### **The Women's Officer**

*The Business of the Women's Officer:*

The Women's Officer has no business

### **The Graduate Officer**

**The Senior Access Officer** says that the process of finding a new Graduate Officer is currently in progress and notes that the President had to wait a certain period after opening the vacancy

**The Treasurer** asks who has applied

**The Senior Access Officer** states that they do not know but they do know that the President has received many applications

**The Secretary** notes that the CCC (Elliot Bromley, *St Edmund's Hall*) has applied for the position

### **International Officer**

*The Business of the International Officer:*

The International Officer has no business

### **The Temporary Membership Officer**

**The Temporary Membership Officer** wants to discuss the prospect of classifying Brookes students under a different Officer, given that permanent membership was passed in the chamber last night

**The Temporary Membership Officer** wonders if the role of Brookes Officer could be re-introduced to Access committee as they would still be a minority group in the union who are now unrepresented

**The Senior Access Officer** says that Brookes does not fit the description of the Temporary Membership role

**The LGBTQIA+ Officer** says it may be appropriate to bring a rules change. The original intention of the Temporary Membership Officer was de facto a Brookes Officer

**The Bursar** says only 40 people join each year from Brookes so maybe this move is unnecessary

**The LGBTQIA+ Officer** says it's a distinct group lacking representation as they cannot run for office or election, so it is important to have a route toward representation

**The LGBTQIA+ Officer** says perhaps a change to the name to Permanent Membership Officer could be appropriate

**The Bursar** says the day to day running of this position is the same as it was so is not convinced the role would vary

**The Temporary Membership Officer** says that previously the role was called Brookes Officer, and they'd recommend a name change for other institutions with temporary membership

**The Temporary Membership Officer** says to lump Brookes with the Temporary Membership Office would take away the representation of members in some aspect

**The Senior Access Officer** asks if there has ever been a non-Brookes Temporary Memberships Officer

**The Treasurer** says it is very plausible that both positions could be held by Brookes students

**The Treasurer** imagines that whilst there is now a distinction, the Treasurer can still imagine that the Brookes Officer could listen to the other Temporary Memberships

**The Bursar** says that the person holding the role would not be overworked

**The Temporary Membership Officer** tells amore anecdotal story about conversing with other Brookes students.

**The Temporary Membership Officer** says that what has put students off has been the membership time and many have not been able to justify cost alongside 3 years length.

**The Temporary Membership Officer** says that from those they have talked to, we should expect many more than 40 students

**The Bursar** asks if it's worth waiting until that time and we can review it next year after the expected membership increase

**The Temporary Membership Officer** says that if we want to do the Brookes Freshers' Fair well and integrate new cohort of members in, potentially a distinction should be made.

**The Temporary Membership Officer** says the role would be underworked at first but that it's better to have foundations in place before an increase in members

**The Bursar** says it's an extra official that can be incorporated into one

**The Bursar** adds it would be wrong to decide on it today until you have figures et cetera

**The Bursar** adds that not all Brookes students will be able to do this and asks what happens to one- or two-year course students and who should they be represented by?

**The Bursar** thinks the best idea is to amalgamate the two offices

**The Senior Access Officer** agrees that this makes sense for now and we can be flexible if challenges arise in the future

**The Senior Access Officer** says we could consider a name change to better reflect a role

**The Junior Access Officer** says a names change is best idea-

**The Senior Access Officer** suggests The Brookes and Temporary Membership Officer

**The LGBTQIA+ Officer** confirms there would need to be a rules change

**The Senior Access Officer** says we should look into it

**The Temporary Membership Officer** says a predecessor from a few years ago, Guy Harris, put forward to The Standing Committee that access membership available to Life Members should be extended to Permanent Members

**The Temporary Membership Officer** says it is their understanding that the idea was lost in bureaucracy

**The Bursar** says in fact it was inappropriate for the other institutions that also pay, and will continue to pay the normal rate whilst Brookes had a more favourable situation

**The Temporary Membership Officer** asks what happens to one- and two-year courses

**The Bursar** says there is lots of work to be done around that and it's not as straightforward as it's made out to be

**The Bursar** reminds this depends on legal advice from OLDUT when we get it

**The Bursar** reminds that the instalments system does exist

**The Temporary Membership Officer** asks if there could be an impact report on the potential of offering access membership for Permanent Members at Brookes?

**The Junior Access Officer** says they are looking into staggering fees so wouldn't be fair to omit Brookes from this

**The Senior Access Officer** asks that by allowing Permanent Membership for Brookes, will it make it easier to apply for access membership?

**The Bursar** says it makes no difference

**The Senior Access Officer** asks for the initial hurdles that would arise

**The Bursar** says at the time it was only talking about Brookes and ignoring other institutions but that there should be a meeting to discuss the issue with the relevant figures

**The Temporary Membership Officer** asks to be corrected if wrong but says maybe the Standing Committee had full agreement and asks the reason for it not being implemented as it is his understanding that it didn't pass because of technicality

**The Bursar** says that they aren't sure that it did pass at the Standing Committee meeting

**The Bursar** knows that instalments were passed at the Standing Committee

**The Temporary Membership Officer** says it was put forward to be addressed in last term's Committee but it wasn't brought up

**The Bursar** thanks for the clarification

**The Temporary Membership Officer** says they will continue to be loud until they are listened to about this topic

**The Senior Access Officer** says we will continue to look into it and also renaming the role, and that otherwise, there are no other changes to the position

**The Socio-Economic Officer**

*Business of the Socio-Economic Officer:*

The Socio-Economic Officer has no business

### **Standing Committee Delegates**

*Business of the Standing Committee Delegates:*

The Standing Committee Delegates have no business

### **Elected Members**

**The Senior Access Officer** says that following the failure of The Standing Committee to ratify leaves 5 positions for elected members on Access Committee

**The Ordinary Member** (Kofo Braithwaite) signifies his desire to become an elected member of the Access Committee

**The Ethnic Minorities Officer** asks if any emails have been received by the Access Officers or the President, and that they have received interest

**The Senior Access Officer** says that the Access Officer email account isn't available yet.

**The Senior Access Officer** confirms that they want to sort it out and says that in their absence the President has been getting interest.

**The Senior Access Officer** has said that hopefully information will come through to after the email account has been set up

**The Standing Committee Member** (Ayman D'Souza) says many people at Christ Church have expressed interest

**The Senior Access Officer** says that we can hold an election for the Ordinary Member (Kofo Braithwaite) should they so wish

**The Senior Access Officer** also says that some have expressed an interest in becoming elected members next week

**The LGBTQIA+ Officer** confirms the election will need to be held by secret ballot

**The Standing Committee Member** asks how many intend to come next week

**The Senior Access Officer** says two



**The Senior Access Officer** says that applications should have been submitted to president

**The Junior Access** asks if we can delay this week's vote to allow for the others interested to be held at the same time

**The LGBTQIA+ Officer** says that it can't be delayed as it is a valid nomination and that a DRO or the Bursar must officiate the election

**The Standing Committee Delegate** (Adam Wilkinson-Hill) asks how the President was able to act as a Returning Officer last week

**The LGBTQIA+ Officer** responds that no DRO was present

Motion to vote on the election of Mr Kofo Braithwaite to become an elected member of the Access Committee

**No: 4**

**Yes: 7**

*Mr. Kofo Braithwaite is therefore elected to become an elected member of the Access Committee, pending Standing Committee Ratification*

**The Senior Access Officer** tells the committee there are now provisionally four elected positions remaining, pending the ratification of Mr. Kofo Braithwaite's election

**Any Other Business**

**The Senior Access Officer** reminds people to send any items they want to discuss to the Secretary 48 hours before the meeting to ensure they are on the agenda

**Date of Next Meeting**

The next meeting will be held on Friday 17<sup>th</sup> May in the TV room at 13:00

*The Senior Access Officer closes the meeting at 13:35 in the TV room*

Signed,

A handwritten signature in black ink, appearing to read 'Adam Wilkinson-Hill', with a stylized, cursive script.

Adam Wilkinson-Hill

*Jesus College*

Secretary of Access Committee