

Ratified Minutes of  
THE ORDINARY MEETING OF THE STANDING COMMITTEE  
0th Week Trinity Term 2018  
Wednesday 18<sup>th</sup> April  
President's Office 16:00

**Present:** **The President** (Mr Gui Cavalcanti, *Pembroke College*), **The President-Elect** (Mr Stephen Horvath, *New College*), **The Treasurer** (Mr Daniel Wilkinson, *Oriel College*), **The Treasurer-Elect** (Mr James Lamming, *Exeter College*), **The Secretary** (Mr Shanuk Mediwaka, *Lincoln College*), **The Elected Member** (Mr Brendan McGrath, *Oriel College*), **The Elected Member** (Mr Nick Brown, *Magdalen College*), **The Elected Member** (Mr Musty Kamal, *Harris Manchester College*), **The Elected Member** (Mr Ray Williams, *Wadham College*), **The Bursar** (Ms Lindsay Warne), **The Senior Treasurer** (Mr Stephen Dixon, *Downing College, Cambridge*), **The Access Officer** (Ms Kirsten Stewart, *Trinity College*)

**Attending:** **The Deputy Returning Officer** (Mr Thomas Laver, *Balliol College*)

**Late:** **The Returning Officer** (Mr Stan Lalanne, *Merton College*), **The Ex-Returning Officer** (Mr Michael Harkness, *Magdalen College*)

**Apologies:** **The Librarian** (Ms Shivani Ananth, *St Anne's College*), **The Elected Member** (Mr Eric Sukumaran, *Pembroke College*), **The Senior Librarian** (Mr Sean Power, *Oriel College*), **The Elected Member** (Mr Rob Sutton, *Magdalen College*), **The Elected Member** (Ms Cecilia Zhao, *St Catherine's College*)

**Absent:** **The Librarian-Elect** (Ms Genevieve Athis, *Christchurch*), **The Chair of the Consultative Committee** (Mr Matthew Vautrey, *Magdalen College*), **The Chair of the Debate Select Committee** (Mr Andrew Seow, *Lincoln College*)

*The President opens this Ordinary Meeting of the Standing Committee at 16:03*

**Requests to Pass Absences from Previous Meetings**

**Matters Arising from Previous Minutes**

**Ratification of Minutes**

The President moves that the Standing Committee ratify the Draft Minutes from the Ordinary Meeting of the Standing Committee in 9th Week of Hilary Term 2018.  
*nem. con.*

**The President-Elect** notes that the in-camera minutes from the Junior Disciplinary Committee in Hilary Term 2018 have not been circulated.

**The President** observes that this issue is one for the Returning Officer.

*The Returning Officer enters the room at 16:06.*

*Michael Harkness enters the room at 16:06.*

**The President-Elect** asks the Returning Officer about the in-camera minutes from the JDC.

**The Returning Officer** says he will follow up with the Ex-Secretary.

The President moves that the Standing Committee ratify the Draft Minutes from the Emergency Meeting of the Standing Committee in 5th Week of Hilary Term 2018.

*nem. con.*

**The President** indicates that he views the Draft Minutes from the Ordinary Meeting of the Standing Committee in 7th Week of Hilary Term 2018 to be inadequate.

**The President-Elect** agrees.

**The President** asks whether the current Secretary or Ex-Secretary is under the obligation to rewrite the relevant Minutes.

**The Returning Officer** says that if the Draft Minutes from 7th Week are rejected, for practical reasons the burden of rewriting those Minutes should fall on the current Secretary.

The President moves that the Standing Committee reject the Draft Minutes from the Ordinary Meeting of the Standing Committee in 7th Week of Hilary Term 2018.

*nem. con.*

The President moves that the Standing Committee oblige the Secretary, Shanuk Mediwaka, to produce the Draft Minutes from the Ordinary Meeting of the Standing Committee in 7th Week of Hilary Term 2018 for ratification by the Ordinary Meeting of the Standing Committee in 3rd Week of Trinity Term 2018.

*nem. con.*

**The President** indicates that he is willing to move to ratify the Draft Minutes from the meeting of TSC in 8th Week of Hilary Term.

**The President-Elect** objects to this suggestion, on the basis that critical issues discussed at the meeting are not in the minutes.

The President-elect moves that the Standing Committee reject the Draft Minutes from the Ordinary Meeting of the Standing Committee in 8th Week of Hilary Term 2018.

*Seconded by the Treasurer-elect*

*nem. con.*

The President-elect moves that the Standing Committee oblige the Secretary, Shanuk Mediwaka, to produce the Draft Minutes from the Ordinary Meeting of the Standing Committee in 8th Week of Hilary Term 2018 for ratification by the Ordinary Meeting of the Standing Committee in 3rd Week of Trinity Term 2018.

*Seconded by the President*

*nem. con.*

**The Returning Officer** clarifies that the duty to produce the minutes from the 7th and 8th Week meetings of TSC did not belong to the sitting Secretary, and as such a failure to produce these minutes would not constitute a dereliction of duty by him.

### **The President**

The President moves that the Standing Committee ratify the Appointed Officials for Trinity Term 2018.

The officials are as follows:

#### **Position      Name**

Director of Logistics      Matthew Vautrey  
Chief of Staff      Nishad Sanzagiri

Senior Logistics Coordinator      Rebecca Collins  
Senior Logistics Coordinator      Abhijeet Oswal  
Director of Press & PR      Megan Bennett  
Head of Research      Patrick Cole  
Partnership Officer      Abhishek Adavikolanu

Access Officer, serving for 2 terms      Kirsten Stewart  
Access Officer, serving for 1 term      Chris Garner  
Ethnic Minorities Officer      Angela Yu  
Disabilities Officer      Matt Pierri  
Women's Officers      Maryam Shah, Amber Seaward  
International Officers      Azul Cimerman Sariego, Toyin Ihinmikalú  
Graduate Officers      Nicholas Leah, Motunrola Bisi-Afolami  
Brookes Officer      Olly Woodhouse

GLO      Charlie Cheesman  
GLO      Emma Brown  
GLO      Chessa Odgers  
GLO      Isabel Woodford  
GLO      Rachel Dauncey  
GLO      Lucy Evans  
GLO      Hugh Nicholl  
GLO      Elena Casale  
GLO      Morgan Mohr  
GLO      Joshua Portway  
GLO      Marcus Walford  
GLO      Katie Miles  
GLO      Samir Chitnavis

Deputy Press Officer      Charlotte Kirby Thomson  
Press Officer      Lucy Staves  
Press Officer      Lucy Enderby  
Press Officer      Isaac Pockney  
Press Officer      Hamish Venters

Invitation Researcher	Alice Winham
Invitation Researcher	Benjamin Hewitt
Invitation Researcher	Abdikaliq Ige
Invitation Researcher	Maurits Bredius
Invitation Researcher	Alyssa Nathanson-Tanner

Partnership Officer	Anan Hawkes
Partnership Officer	Fraser Casbolt
Partnership Officer	Antonia Ruddle
Partnership Officer	Ben Harris

Senior Logistics Officer	Amy Gregg
Logistics Officer	Hugh Bellamy
Logistics Officer	Varun Doshi
Senior Logistics Officer	Nicholas Leah
Logistics Officer	Toby Sanderson

**The Senior Treasurer** comments that a very large number of people have been ratified as Appointed Officials, and questions whether they are genuine jobs.

**The Bursar** adds that the number and range of Officials causes confusion in the General Office.

**The President** responds that all Officials who have been ratified have completed their vacation day requirements, and insists that their roles have specified responsibilities.

*nem. con.*

The President moves that the Standing Committee ratify the number of vacation days completed by members of committee.

The numbers are as follows:

**Name: Total:**

Gui Cavalcanti	33.5
Shivani Ananth	24.5
Daniel Wilkinson	27.5
Stephen Horvath	16
Genevieve Athis	13
James Lamming	14.5
Shanuk Mediwaka	16.5

Matthew Vautrey	14
Nishad Sanzagiri	8.5

Cecilia Zhao	14.5
Brendan McGrath	16
Eric Sukumaran	12.5
Nick Brown	18
Musty Kamal	17
Ray Williams	14.5
Robert Sutton	15

Hadi El-Hibri	4
Gemma Timmons	10
Claudia French	9.5
Charlie Coverman	9.5
Rabii Malik	9.5
Sara Dube	10.5
Emily Charley	4
Ludo Fraser-Taliente	10
Mahi Joshi	10.5
Samuel Burns	8
Rai Saad Khan	9.5

*Michael Harkness leaves the room at 16:19.*

**The Bursar** asks what the vacation day requirements are.

**The President** lists the vacation day requirements for each position, and the members who are under their requirement, and replies that all Committee members have met their vacation day requirements with good reason.

*nem. con.*

The President moves that the Standing Committee have Ms Cecilia Zhao be elected Standing Committee Delegate to the Finance Committee.

*nem. con.*

The President moves that the Standing Committee have Mr Brendan McGrath be elected Standing Committee Delegate to the Access Committee.

*nem. con.*

The President moves that the Standing Committee have Mr Eric Sukumaran be elected Standing Committee Delegate to the Finance Committee.

*nem. con.*

The President moves that the Standing Committee have Mr Nick Brown be elected Standing Committee Delegate to the Access Committee.

*nem. con.*

The President moves that the Standing Committee have Mr Musty Kamal be elected Standing Committee Delegate to the Library Committee.

*nem. con.*

The President moves that the Standing Committee have Mr Ray Williams be elected Standing Committee Delegate to the Wine and Spirits Committee.

*nem. con.*

The President moves that the Standing Committee have Mr Rob Sutton be elected Standing Committee Delegate to the Debate Select Committee.

*nem. con.*

**The President-Elect** asks for clarification with respect to who is meant to write the minutes when there are two Standing Committee Delegates to a Committee.

**The President** clarifies that the junior delegate must write the minutes and the senior delegate must bring weekly or biweekly reports regarding the work of that Committee to the Standing Committee.

**The Bursar** asks whether Committees other than the Standing Committee have their own Secretaries.

**The Returning Officer** notes that each Committee has the power to appoint their own Secretary.

**The President** recommends that the Standing Committee waives Standing Order A1 since members of Committee were not notified of their responsibilities under the Standing Order by the appropriate person.

The President moves that the Standing Committee waive Standing Order A1.

*nem. con.*

**The President** notes that the Ex-Brookes Officer, Mr Guy Harris, has asked for the limit to his membership to be removed, and recommends that the Standing Committee approve this request, given Mr Harris's service to the Society.

The President moves that the Standing Committee remove the limit to the membership of Mr Guy Harris, Ex-Brookes Officer.

*nem. con.*

#### Questions to the President

There are no questions to the President.

#### **The Librarian**

##### Business of the Librarian

The Librarian has no business.

#### Questions to the Librarian

There are no questions to the Librarian.

#### **The Treasurer**

##### Business of the Treasurer

The Treasurer has no business.

#### Questions to the Treasurer

There are no questions to the Treasurer.

#### **The Secretary**

##### **Business of the Secretary**

The Secretary has no business.

#### **Questions to the Secretary**

There are no questions to the Secretary.

#### **Ms Cecilia Zhao**

##### **Business of Ms Zhao**

**The President** notes that 'Jazz and Chocolates Social Budget' is listed in the Agenda as within Ms Zhao's business, and asks whether Ms Zhao delegated the responsibility of bringing the budget to the Standing Committee to another member.

**The Secretary** indicates that this responsibility was delegated to him.

**The Returning Officer** asks whether it is important to pass the budget in this meeting of the Standing Committee.

**The President** replies that the budget must be considered today because it has been scheduled for Wednesday of 2<sup>nd</sup> Week, and notes that the budget has been approved by the Finance Committee.

**The President moves that the Standing Committee ratify the Jazz and Chocolates Social Budget.**

*nem. con.*

#### **Questions to Ms Zhao**

There are no questions to Ms Zhao.

#### **Mr Brendan McGrath**

##### **Business of Mr McGrath**

Mr McGrath has no business.

#### **Questions to Mr McGrath**

There are no questions to Mr McGrath.

#### **Mr Eric Sukumaran**

Business of Mr Sukumaran

Mr Sukumaran has no business.

Questions to Mr Sukumaran

There are no questions to Mr Sukumaran.

**Mr Nick Brown**

Business of Mr Brown

Mr Brown has no business.

Questions to Mr Brown

There are no questions to Mr Brown.

**Mr Musty Kamal**

Business of Mr Kamal

Mr Kamal has no business.

Questions to Mr Kamal

There are no questions to Mr Kamal.

**Mr Ray Williams**

Business of Mr Williams

Mr Williams has no business.

Questions to Mr Williams

There are no questions to Mr Williams.

**Mr Rob Sutton**

Business of Mr Sutton

Mr Sutton has no business.

Questions to Mr Sutton



There are no questions to Mr Sutton.

### **The President-Elect**

#### **Business of the President-Elect**

The President-Elect moves that the Standing Committee thank Mr Matt Pierri, the Disabilities Officer, for his work to install a disability ramp.

*nem. con.*

#### **Questions to the President-Elect**

There are no questions to the President-Elect.

### **The Librarian-Elect**

#### **Business of the Librarian-Elect**

The Librarian-Elect has no business.

#### **Questions to the Librarian-Elect**

There are no questions to the Librarian-Elect.

### **The Treasurer-Elect**

#### **Business of the Treasurer-Elect**

The Treasurer-Elect has no business.

#### **Questions to the Treasurer-Elect**

There are no questions to the Treasurer-Elect.

### **The Ex-Officio**

#### **Business to the Ex-Officio**

The Ex-Officio have no business.

#### **Questions to the Ex-Officio**

There are no questions to the Ex-Officio.

### **The Senior Librarian**

#### **Business of the Senior Librarian**

The Senior Librarian has no business.

#### Questions to the Senior Librarian

There are questions to the Senior Librarian.

#### **The Senior Treasurer**

##### Business of the Senior Treasurer

The Senior Treasurer has no business.

#### Questions to The Senior Treasurer

There are no questions to the Senior Treasurer.

#### **The Bursar**

**The Bursar** notes that there has been an application from Carfax College for short-term membership and asks what the views of the Standing Committee are on the application, while noting that students at the College are underage.

**The President-Elect** says that he supports the idea as students at the College could still attend many events, even if they could not attend socials.

**The Senior Treasurer** asks whether approving the application may violate the child safeguarding policy of the Society.

**The Returning Officer** asks whether it is policy to check ID at Union socials.

**The President** says it has been the policy at every Union social he has worked at.

**The Senior Treasurer** recommends that if the application from Carfax College is to be approved, a minimum age limit of 17 should be imposed.

The President moves that the Standing Committee amend Standing Order 7B to include Carfax College, with the minimum age requirement for membership of 17.

*nem. con*

**The Bursar** asks the Standing Committee to look at Committee booklets in their pigeon holes, and notes that she will soon be asking all new members of the Standing Committee for IDs.

#### **The Returning Officer**

**The Returning Officer** directs the Standing Committee to the IDC shortlist.

**The Bursar** asks why the name of the Ex-President, Chris Zabilowicz, is underlined.

**The Returning Officer** says the underlining is of no significance.

**The Returning Officer** asks that the Standing Committee verify whether there has been a mix-up of titles or colleges.

**The Secretary** asks the Returning Officer to clarify that those on list must have been member of the Society for less than eighteen terms.

**The Returning Officer** says that members of the shortlist must have been members of the Society for no more than eighteen terms exclusive.

**The President** asks whether the Standing Committee can remove anyone from the list.

**The Returning Officer** replies in the negative, and notes that even those on the shortlist cannot waive.

The Returning Officer moves that the Standing Committee pass the IDC shortlist.

*nem. con.*

**The Returning Officer** raises the issue of his two proposed changes to Standing Orders. He notes that changes to Standing Orders only require passage by the Standing Committee.

**The Returning Officer** explains that the purpose of his first proposed change is to ensure that the Rules reflect existing practice: namely that Secretaries to Committees of the Society place draft minutes on the notice board as opposed to in the appropriate minute-book.g

The Returning Officer moves that the Standing Committee amend Standing Order B3.

*nem. con.*

**The Returning Officer** moves on to his second proposed change to Standing Orders. He argues that there is no sense in having one order for how people are elected to Secretary's Committee, and another order for how people succeed. He claims that this proposed change is more of a clarification than anything else.

The Returning Officer moves that the Standing Committee amend Standing Order D6.

*nem. con.*

**The Returning Officer** briefly raises a proposed change to Rule 54 but does not comment further.

**The President-Elect** asks that anyone who wants to propose changes to the Rules speaks to Bursar in advance, because of potential financial implications.

**The Returning Officer** proceeds to notify the Standing Committee of his intention to resign the following day. He says that it is his understanding that the Ex-Returning Officer Mr Jamie Lagerberg will be elected as the new Returning Officer. He explains that Mr Lagerberg will hold the position for approximately two weeks, before standing down, at which point a further new Returning Officer will be elected.

**The President-Elect** asks whether it is desirable for the Society to have a second Returning Officer who is not based in Oxford, while praising the Returning Officer's work given that he is currently based in London. He also questions whether it is advisable for the Society to have a Returning Officer who serves for just two weeks, and questions whether the chain of events outlined by the Returning Officer indicates issues within the community of Returning Officers which need to be addressed.

**The Returning Officer** observes that the Returning Officer for the first weeks of Trinity Term 2018 was meant to be Mr Harry Samuels, who resigned in rather exceptional circumstances.

**The President-Elect** agrees that the circumstances of Mr Samuels' resignation were indeed exceptional.

**The Chair of the Consultative Committee**

**The Access Officers**

**The Chair of the Debate Selection Committee**

**Changes to the Composition of this Committee**

**Any Other Business**

**The President-Elect** asks the Returning Officer whether, if the Returning Officer sends delegates, there any formal process for scrutinizing those delegates.

**The Returning Officer** replies that there is no such process.

**The President-Elect** asks whether Officers can send delegates to the Standing Committee.

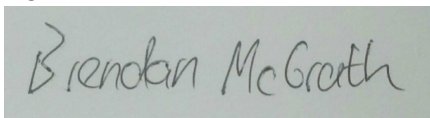
**The Returning Officer** says that any Officer can send anyone to the Standing Committee on their behalf, but that person will not have speaking rights unless granted by the Standing Committee.

**Date of Next Meeting**

Monday of 1<sup>st</sup> Week, at 4pm in the President's Office

*The President closes the meeting at 16:50.*

Signed,

A rectangular box containing a handwritten signature in dark ink. The signature is written in a cursive style and reads "Brendan McGrath".

**Brendan McGrath**

*Oriel College*

Secretary