

The Ratified Minutes of
THE ORDINARY MEETING OF THE STANDING COMMITTEE
0th Week Hilary Term 2018
Monday 8th January
President's Office, 16:00

Present: **The President** (Ms Laali Vadlamani, *Trinity College*), **The President-Elect** (Mr Gui Cavalcanti, *Pembroke College*), **The Librarian** (Ms Sabriyah Sayeed, *Somerville College*), **The Treasurer** (Mr Stephen Horvath, *New College*), **The Treasurer-Elect** (Mr Daniel Wilkinson, *Oriel College*), **The Secretary** (Ms Molly Greenwood, *St. Hilda's College*), **The Elected Member**, (Mr Shanuk Mediwaka, *Lincoln College*), **The Elected Member** (Mr Adam Watson, *Hertford College*), **The Elected Member** (Mr Charles Wang, *Hertford College*), **The Elected Member** (Mr Charlie Cheesman, *St. Edmund Hall*), **The Elected Member** (Mr Chris Garner, *St Peter's College*), **The Chair of the Consultative Committee** (Mr Julian Kirk, *Magdalen College*), **The Returning Officer** (Mr Nebojša Jovanović, *St. Peter's College*), **The Bursar** (Ms Lindsay Warne), **The Chair of the Debate Select Committee** (Mr Andrew Seow, *Lincoln College*), **The Access Officer** (Ms Vaby Endrojono-Ellis, *Kellogg College*)

Attending:

Apologies:

The Librarian-Elect, **Ms Shivani Ananth** (*St Anne's College*)
The Elected Member, **Ms Izzy Risino** (*St Catherine's College*)
The Senior Treasurer, **Mr Stephen Dixon** (*Downing College, Cambridge*)
The Elected Member, **Ms Genevieve Athis** (*Christ Church College*)
The Senior Librarian, **Mr Sean Power** (*Oriel College*)

Absent:

The President opens this Ordinary Meeting of the Standing Committee at 16:06.

Requests to Pass Absences from Previous Meetings

Mr Kirk points out that he was absent because he was not given notice of the previous meeting.

The President moves that the Standing Committee deem that Mr Julian Kirk's absence be with good reason.

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The President moves that the Standing Committee pass Mr Julian Kirk's absence from the Ordinary Meeting of The Standing Committee in 9th Week Michaelmas Term 2017 with good reason.

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Matters Arising from Previous Minutes

There are no matters arising from previous minutes.

Ratification of Minutes

The President moves that the Standing Committee ratify the Draft Minutes of the Ordinary Meeting of the Standing Committee from 9th Week Michaelmas Term 2017.

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The President

Business of the President

The President begins with the ratification of vacation days completed by the committee members over the previous vacation. She notes that these figures do not include the day of the meeting and are thus provisional numbers, and so there will be an updated list in the future.

The Treasurer notes that these figures are correct as of the previous night.

The President explains that there is the possibility for the total for certain individuals to increase (and thus take into account the day of the Standing Committee meeting itself). She states that she would like to remind the committee that if they feel the figures are an unfair reflection of the amount of vacation days they worked, then they are welcome to address the issue with **The President** herself, or her delegated officer who was in this case, **The Treasurer**.

The President, Laali Vadlamani - 24.5
The President-Elect, Gui Cavalcanti - 13
The Librarian, Sabriyah Sayeed - 20.5
The Librarian-Elect, Shivani Ananth - 13
The Treasurer, Stephen Horvath - 23.5
The Treasurer-Elect, Daniel Wilkinson - 19
The Secretary, Molly Greenwood - 19.5
The CCC, Julian Kirk - 3.5
Shanuk Mediwaka - 18
Genevieve Athis - 11.5
Adam Watson - 12.5
Charles Wang - 12
Charlie Cheesman - 11.5
Izzy Risino - 6
Chris Garner - 13.25
Matthew Vautrey - 4
Eric Sukumaran - 8.5
Nick Brown - 10
Raphael Zyss - 9
Cecilia Zhao - 10
Brendan McGrath - 10
Ray Javan - 8.5
Abhijeet Oswal - 3.5
Rohan Radia - 8.5
Lucas Barnfather-Jones - 1
Emma Brown - 7.5
Patrick Cole - 12
Amy Gregg - 4

Total number of vacation days completed by committee: 317.75

Following the change to Standing Order B1 which was passed in the Ordinary Meeting of the Standing Committee in 9th Week Michaelmas Term, **The President** mentions how it falls upon her to read out the press requests she has received over the vacation. She explains she was asked by both *the Tab* and *Cherwell* for comment on the election tribunals that took place at the end of last term - response for these was factual, and can be seen in the articles that they later published. She mentions that she was also asked for the Union's stance on freedom of speech in universities by *Cherwell* for an article they were writing about suppression of free speech on university campuses. She explains that she directed them to the two debates that the Oxford Union had recently held on the topic, and didn't think that further comment was appropriate.

The President then moves on to ratify Standing Committee delegates to the Society's other committees.

The President moves that the Standing Committee have Mr Shanuk Mediwaka be appointed the Elected Standing Committee delegate to the Debate Select Committee.

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The President moves that the Standing Committee have Ms Genevieve Athis be appointed one of the Elected Standing Committee delegates to the Access Committee.

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The President moves that the Standing Committee have Mr Adam Watson be appointed one of the Elected Standing Committee delegates to the Finance Committee.

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The President moves that the Standing Committee have Mr Charles Wang be appointed one of the Elected Standing Committee delegates to the Finance Committee.

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The President moves that the Standing Committee have Mr Charlie Cheesman be appointed the Elected Standing Committee delegate to the Wines and Spirits Committee.

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The President moves that the Standing Committee have Ms Izzy Risino be appointed the Elected Standing Committee delegate to the Library Committee.

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The President moves that the Standing Committee have Mr Chris Garner be appointed one of the Elected Standing Committee delegates to the Access Committee.

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The Treasurer notes a point that he did not feel was explained in the previous term, in that if there are more than one delegates for a committee, then there should be an equitable distribution of the

work between those delegates, as both have the duty to report back to the Standing Committee. He notes that the order of precedence according to the election result should not have an effect on the amount of work one delegate does over another, and that the split must be even.

The President adds to this by saying that the secretary to an individual committee is usually the Standing Delegate, and so it would make sense for them to maintain that role consistently rather than switching between delegates, and in the case of this occurring, the other delegate should find some way to fill the discrepancy between the workloads to add something of value to the committee they are delegated to. She notes that she feels in previous terms people have not taken the job seriously enough, sometimes resulting in delegates not turning up to committee meetings, and reminds the Standing Committee that failing to turn up for three meetings of the designated committee results in the assumption of their immediate resignation according to the rules.

The Treasurer mentions that in the previous term, delegates did not produce reports for their committees, and he believes this to really hamper the work done by those committees and makes it difficult for the Society to support any significant projects.

The Bursar comments that it also does not make the committees themselves feel very valued.

At 16:33, the President returns to her business of ratifying appointed officials.

She begins by proposing that the Standing Committee review the Standing Order that details how appointed officials are interviewed in the next Ordinary Meeting of the Standing Committee. In the previous term the Standing Order has been waived because it was considered defunct in multiple aspects, for example it stipulates interviews in Eight Week which does not allow successful applicants time to arrange to stay in Oxford and thus causes them a financial burden. She notes that the Standing Order forces the President to interview all applicants which, given the large increase in applicants due to advertisement over social media, is no longer a viable option.

The appointed officials are as follows:

Brian Wong - Access Officer
Vaby Endrojono-Ellis - Access Officer
Guy Harris - Brookes Officer
Nishad Sanzagiri - Director of Press and PR
Matt Pierri - Disabilities Officer
Sahil Hansrani - EM Officer
Igor Tischenko - Graduate Officer
Alasdair Johnston - Guest Liaison Officer
Cameron Hilditch - Guest Liaison Officer
Charles Coverman - Guest Liaison Officer
Hadi El-Hibri - Guest Liaison Officer
Kim Zhang - Guest Liaison Officer
Nicholas Leah - Guest Liaison Officer
Rebecca Collins - Guest Liaison Officer
Sakina Mehenni - Guest Liaison Officer
Tim Krupa - Guest Liaison Officer
Tom Moulding - Guest Liaison Officer
Matthew Vautrey - Head of Operations
Amy Gregg - Head Scheduler
Mira Motani - International Officer
Stuart McLoughlin - LGBTQIA+ Officer

Lonie Sebahg - Logistics Officer
Rob Sutton - Logistics Officer
Abhishek Adavikolanu - Partnership Officer
Ian Hollander - Partnership Officer
Varun Doshi - Partnership Officer
Erin Galloway - Press Officer
Giuliano Natali - Press Officer
Megan Matilda Bennett - Press Officer
Ray Williams - Press Officer
Jun Ge - Special Projects Co-Ordinator
Dipika Chhetri - Special Projects Co-Ordinator
Sudhanshu Kaushik - Special Projects Co-Ordinator
Grace Joel - Women's Officer

The Treasurer points out that the CCS is appointed via the noticeboard, not through ratification at Standing Committee.

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

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The President moves that the Standing Committee ratify Mx Brian Wong and Ms Vaby Endrojono-Ellis as Access Officers.

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The President moves that the Standing Committee ratify Mr Guy Harris as the Brookes Officer.

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The President moves that the Standing Committee ratify Mr Nishad Sanzagiri as the Deputy Director of Press and PR.

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The President moves that the Standing Committee ratify Mr Matt Pierri as the Disabilities Officer.

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The President moves that the Standing Committee ratify Mr Sahil Hansrani as the EM Officer.

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The President moves that the Standing Committee ratify Mr Igor Tischenko as the Graduate Officer.

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The President moves that the Standing Committee ratify Mr Alasdair Johnston, Mr Cameron Hilditch, Mr Charles Coverman, Mr Hadi El-Hibri, Ms Kim Zhang, Mr Nicholas Leah, Ms Rebecca Collins, Ms Sakina Mehenni, Mr Tim Krupa and Mr Tom Moulding as the Guest Liaison Officers.

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The President moves that the Standing Committee ratify Mr Matthew Vautrey as the Head of Operations.

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The President moves that the Standing Committee ratify Ms Amy Gregg as the Head Scheduler.

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The President moves that the Standing Committee ratify Ms Mira Motani as the International Officer.

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The President moves that the Standing Committee ratify Mr Stuart McLoughlin as the LGBTQIA+ Officer.

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The President moves that the Standing Committee ratify Ms Lonie Sebagh and Mr Rob Sutton as the Logistics Officers.

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The President moves that the Standing Committee ratify Mr Abhishek Adavikolanu, Mr Ian Hollander and Mr Varun Doshi as the Partnership Officers.

nem. con.

The President moves that the Standing Committee ratify Ms Erin Galloway, Mr Giuliano Natali, Ms Megan Matilda Bennett and Mr Ray Williams as the Press Officers.

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The President moves that the Standing Committee ratify Ms Jun Ge, Dipika Chhetri and Sudhanshu Kaushik as the Special Projects Co-Ordinators.

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The President moves that the Standing Committee ratify Ms Grace Joel as the Women's Officer.

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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 states that, in accordance with Standing Order A4, he must report that Milkround have not settled their account. He explains that the action he has taken to rectify this so far has been to send an e-mail to the representative, and to make a phone call to them. He says that Milkround had explained their accounts department had been taken over by another company and had been relocated, and that they are chasing up this payment.

Mr Kirk questions how much time the Standing Committee should leave before taking further action.

The Treasurer says that he would not advise taking further [more serious] action. **The President** agrees with this, given that they have sponsored us for many terms in the past, and this is a first occasion of an issue with payment, then we should solve this amicably rather than taking more aggressive action.

Mr Mediwaka asks whether the late payment is just to do with sponsorship.

The Treasurer clarifies that it is sponsorship for a Michaelmas term-card.

Questions to the Treasurer

There are no questions to the Treasurer.

The Secretary

Business of the Secretary

The Secretary notes that since there has been no meeting of the Finance Committee this week, she has simply circulated the budget so that the Standing Committee might get a preliminary look at them, which she explains as being because the budget had not been ready to circulate at the same time as the agenda. She suggests calling emergency meetings of the Standing Committee and the Finance Committee later in the week to pass it (**The President** says that normally the ball budget is passed in First Week, but **the President-Elect** explains that there is no 'usual' time to pass a budget). Agreeing with the President to hold off passing the ball budget until First Week, the Secretary explains that the companies she has worked with understand that there will be a slight delay in payment because of the time it takes to get the budget passed, and that they are all accepting of this.

The Treasurer, looking at the budget, asks **the Secretary** why the Union would need to buy a new extension lead.

The Secretary explains that it is simply an itemised aspect of the larger infrastructure quote.

The Treasurer mentions an issue that arose surrounding bin bags at the previous ball, and notes that the number should be carefully selected to ensure no further bags need to be bought on the night.

The Secretary explains that to her knowledge, the figure accommodates around one hundred and eighty bin bags.

The President suggests that the members of Standing Committee take the budget away to read, since it would not be passed at this meeting.

The Bursar says that she is happy with the budget, and that she had discussed with **the Senior Treasurer** that the Secretary could begin issuing payments for ball items.

Questions to the Secretary

There are no questions to the Secretary.

Mr Shanuk Mediwaka

Business of Mr Mediwaka

Mr Mediwaka has no business.

Questions to Mr Mediwaka

There are no questions to Mr Mediwaka.

Ms Genevieve Athis

Business of Ms Athis

Ms Athis has no business.

Questions to Ms Athis

There are no questions to Ms Athis.

Mr Adam Watson

Business of Mr Watson

Mr Watson has no business.

Questions to Mr Watson

There are no questions to Mr Watson.

Mr Charles Wang

Business of Mr Wang

Mr Wang has no business.

Questions to Mr Wang

There are no questions to Mr Wang.

Mr Charlie Cheesman

Business of Mr Cheesman

Mr Cheesman has no business.

Questions to Mr Cheesman

There are no questions to Mr Cheesman.

Ms Izzy Risino

Business of Ms Risino

Ms Risino has no business in her absence.

Questions to Ms Risino

There are no questions to Ms Risino in her absence.

Mr Chris Garner

Business of Mr Garner

Mr Garner has no business.

Questions to Mr Garner

There are no questions to Mr Garner.

The President-Elect

Business

The President-Elect has no business.

Questions

There are no questions to the President-Elect.

The Librarian-Elect

Business of the Librarian-Elect

The Librarian-Elect has no business in her absence.

Questions to the Librarian-Elect

There are no questions to the Librarian-Elect in her absence.

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 in their absences.

Questions to the Ex-Officio

There are no questions to the Ex-Officio in their absences.

The Senior Librarian

Business of the The Senior Librarian

The Senior Librarian has no business in his absence.

Questions to the The Senior Librarian

There are questions to the The Senior Librarian in his absence.

The Senior Treasurer

Business of the The Senior Treasurer

The Senior Treasurer has no business in his absence.

Questions to The Senior Treasurer

There are no questions to The Senior Treasurer in his absence.

The Bursar

Business of The Bursar

The Bursar explains that the Oxford International College, established in 2002, is particularly for 16-21 year-old students on two year A-Level courses, and that other similar language schools are able to have termly membership. She reports that the college have requested termly membership

from the Union. She asks if any member of the Standing Committee would have any issues with this.

The Treasurer notes that many similar institutions were reached out to during the membership drive, and such institutions were very receptive to events and other things, and thus were reliable and potentially a good way for the Union to make some money.

The President-Elect comments that he had worked with similar institutions and noticed that, while only a handful of students from these institutions would join, those who did would come to many events. He considers the membership of the Oxford International College something we should look into.

The Bursar notes that many of the students from this college go on to study at the University of Oxford themselves, so would be able to enjoy life membership as well should they come to the University.

The President-Elect asks if the Standing Committee would need to consult OLDUT about this.

The Treasurer explains that the change is just to a Standing Order, so the Standing Committee would not have to.

After checking the Standing Orders between themselves, **the Returning Officer** and **the Treasurer** agree that the relevant Standing Order is Standing Order F7(b).

The President moves that the Standing Committee amend Standing Order F7(b) to include the Oxford International College as a recipient of termly membership.

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Questions to The Bursar

There are no questions to The Bursar.

The Returning Officer

Business of The Returning Officer

The Returning Officer explains that he has circulated an IDC list, which contains the same names as last term expect with the addition of four new names. He notes that none of those listed are ineligible under Rule 32 (m).

The President notes that Mr Henry Kitchen is not the ex-Treasurer as written on the list, but the ex-Librarian.

The Treasurer highlights inconsistencies in the list on the basis of Mr Roberto Wheeden-Sanz being listed as the es-President-Elect, and Ms Mia Smith as ex-Secretary. He explains that a previous rules change was done with the intention of removing ex-Officers-Elect from the list, and leaving only their Officerships, and therefore Mr Roberto Wheeden-Sanz should be listed as ex-Treasurer.

The Returning Officer explains the categorisation of the IDC list in response to a question posed by the President regarding the eligibility of the ex-Returning Officer, Mr Michael Harkness for Category B.

The President moves that the Standing Committee pass the IDC Shortlist, taking into account the friendly amendments.

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Questions to The Returning Officer

There are no questions to The Returning Officer.

The Chair of the Consultative Committee

Business of The Chair of the Consultative Committee

The Chair of the Consultative Committee has no business.

Questions to The Chair of the Consultative Committee

There are no questions to The Chair of the Consultative Committee.

The Access Officers

Business of The Access Officers

The Access Officers have no business.

Questions to The Access Officers

There are no questions to The Access Officers.

The Chair of the Debate Selection Committee

Business of The Chair of the Debate Selection Committee

The CDSC explains that four teams were sent to the World Championships in Mexico, and Oxford were champions in the English as a Second Language category, and are the only institution to have got every person sent by the institution into the elimination rounds, either as a judge or a speaker. Oxford had two speakers in the top ten, one of only three institutions to do so and comments that the teams have been quite outstandingly successful.

The President asks that **the CSDC** pass on the Standing Committee's congratulations to the teams.

The Bursar asks for this information to be e-mailed to her, so that she might pass it on in a meeting.

Questions to The Chair of the Debate Selection Committee

There are no questions to The Chair of the Debate Selection Committee.

Changes to the Composition of this Committee

There are no changes to the composition of this Committee.

Any Other Business

The Bursar notes that the Standing Committee must adopt the audit for the previous year, up until 30th June. She notes that the Standing Committee cannot approve it, since it has already been done by the auditors.

The Treasurer asks if the Standing Committee can read the document.

The Bursar provides the appropriate summary documentation so that they can do this. She also offers the full documentation, which **the Treasurer** requests via e-mail. **The Bursar** points out that the year had been good, and highlights the £14,000 profit which meant that some money could be put towards some necessary rewiring.

Mr Wang leaves the room at 16:22 on society business of paramount importance.

The Bursar responds to a question posed by **the Treasurer** by explaining that the General Accounts include income from subscriptions, rent from the Purple Turtle, term card subscriptions etc.

Mr Garner asks what Standing Committee income includes.

The Bursar explains that this is debate sponsorship, speaker meeting sponsorship, inter-varsity competition income and all the debating income, members fines, term-card sponsorship and things such as hosting the Freshers' Fair.

The Treasurer asks why the expenditure of functions was so much lower last year as compared to previous years.

The Bursar explains that the cost varies as the events vary, for example if the event is staff-heavy it will cost more. She points out that in the previous years, there was a different events manager which explains the difference in cost.

Mr Garner asks what establishment expenses are.

The Bursar explains that this includes rates, heating lighting, insurance, repairs, laundry and cleaning.

Mr Kirk asks if 'transfer to reserve' means funds moving out of a current account and into another bank account.

The Bursar explains that this is towards the rewiring, and goes to a separate nominal account but not a separate bank account.

Mr Mediwaka ask why general account income is notably higher than in previous years.

The Bursar explains that this has to do with a good membership drive and subscription income, which has made this difference. She notes this did not have to do with income from the snooker room which was £2,500 last year and £1,500 the year before.

The Treasurer recalls that there was once to be a snooker room usage review in Trinity of last year.

The Bursar states that it is waiting for her proposal, as she was going to investigate how to do it.

The Treasurer notes that a main issue was that it is in itself difficult to remove the table.

The President describes that previous discussions had included how best to use the space, and whether there should be a pool table in there instead.

The Bursar recalls that the last table football table that the Union had was given away because it was so unused.

The President-Elect notes an idea of **the Ex-President**, Michael Li, *Magdalen College* that freeing up space in the snooker room would mean it could be used for events.

The Bursar agrees that there is potential for money to be made from the space.

The Treasurer adds that the availability of this room would make the logistics of debate night much easier if there were also speaker events preceding the debate.

The Librarian asks whether one issue had been that the snooker tables have historic value.

The Treasurer explains that no college has full-size snooker tables, and so have some value in this sense. The main issue is that both tables are rarely used at the same time. He notes that to remove the tables is very expensive, and considers whether this cost would be worth it.

The Bursar argues that she thinks the potential income value would be much higher than the cost of removing the tables.

The President interjects that she does not believe we can make any judgements on this until the proper research has been done, and suggests that **the Bursar** look into it further.

Mr Wang enters the room at 16:28.

Date of Next Meeting

- Monday 15th January 2018 at 16:00 in the President's Office

The President closes this Ordinary Meeting of the Standing Committee at 16:37.

Signed,



Molly Greenwood
St. Hilda's College
Secretary