

TREVELYAN COLLEGE JCR MINUTES

Exec Bonding Meeting

21st April 2021 12:00

**CONTENTS**

**Contents** p. 1

**Absent** p. 1

**Agenda 1: Introduction** p. 2

**Purpose, Ethos, Goals** p. 3

**Working Together, Stress Management** p. 4

**Expectations** p. 6

**Communication** p. 7

**Exec Meetings** p. 8

**Agenda 2: Accountability and Transparency** p. 10

**The JCR as a Community** p. 10

**Elections** p. 13

**Clubs and Societies** p. 15

**Tier 2s and Tier 3s** p. 17

**Using Communication Effectively/ Gauging JCR Opinion** p. 17

**Post Covid** p. 18

**Action Points** are in red throughout the text and are listed at the end. p. 20

**ABSENT**

Attendees:

Alistair Stark (President), Alannah Life (President-elect), Emma Riley (Vice President), Emma Mokes (Treasurer), Maria Silva-Calvo (Communities Representative), Natalie Brundle (Social Chair), Euphemia Wong (Services Officer), Freddie Green (DSU Rep), Vivienne Gardner-McTaggart (Publicity Officer), Seth Weisz (JCR Chair), Jennifer Chang (International Rep)

Alex Chudasama absent. Notified in advance via Slack.

**Agenda 1: Introduction to the Exec:**

**INTRODUCTIONS**

**SUMMARY: Individual introductions, what people want to do to with their positions**

**Discussion Points:**

* Who are you?
* What do you want to do with your role?

**Seth:** Who are we? What are our roles? Anybody can answer the question.

**Alistair:** Current JCR president, past JCR treasurer, studied maths, graduated last year, first ever sabbatical president. Not been a normal year, somewhat of a rebirth of JCR, updating, adapting, overcoming to summarise.

**Seth:** Anyone else?

**Danielle:** Sabbatical bar steward, doing jobs for two terms now, in September there will be a new bar Saab who is Georgia Missen. Relay any relevant information. Also graduated, originally did geography. Unexpected things in role. Working more with college officers than bar stewarding. Hopefully this term will be better. Hope that bar opens as restrictions lift.

**Natalie:** Incoming social chair, year of no events, hopefully plan some events, currently in the works of doing. Social committee for the past two years, but covid impacted. Looking forward to planning events and seeing everyone in person.

**Riley:** Incoming Vice-president, I want to restart and reinvigorate existing events and help both Alannah and Alistair and continue managing Trevs life.

**Euphemia:** Geography and incoming services officer. Due to first years having not had any formals yet, I am excited to plan them.

**Maria:** Communities representatives, study international relations, want to manage all the new parts that have been added, get societies and sports running. Reach out to people that haven’t had a chance to do much, coordinate an outreach project.

**Freddie:** Incoming SU rep, represent college to the best of my ability at college level. There has been disillusionment and instability in the SU-college relationship. Change what people know about what the SU.

**Vivienne:** Publicity officer, update JCR documents, reform website, increase general engagement in the JCR.

**Mokes:** Incoming treasurer, behind the scenes, carry on the work, hopefully we’ll have more activity in societies.

**Alannah:** President elect, just about to finish theology course. Taking over in August, has been a difficult year. Want people to remember Trevs as I have. Livers out experience, working on making sure that things run smoothly in the next year and that the uni pays attention to our needs.

**Jennifer:** Psychology course, international students rep, events Eurovision which I’m not familiar with. For next year is international students welcoming week- changed from international freshers’ week. Feel like its weird for students to have that separate week. We’re all going to do it together for next year

**Seth:** My role is little bit more boring, less vision, but I do want to increase engagement and show people what a JCR is.

**PURPOSE, ETHOS, GOALS**

**SUMMARY: Visibility within college, unity and cohesion as a team, supporting each other is important.**

Discussion Points:

* Our goals as a team

**Alistair:** Provide some context. What can the JCR can do for the rest of college? What can the team do together? There are two aspects to this: there is your individual role and then what you do in the exec.

**Alannah:** Do you know what the roles as the exec are outside of your specific role?

**Jennifer:** Hold drop ins for all students and JCR members.

**Alistair:** Key point, beyond your role a lot of your responsibility is visibility of being there and also leaders within community in terms of people who you see around college. There is an image you want to project. Working events, how formals run, or other things but, yeah. I think personally is coming across as a team, that ethos. Execs in the past have “crumbled” because they haven’t personally got on very well. You do spend a lot of time with them. You will get on. If you don’t start projecting that idea of unity, and don’t undermine anyone, cohesion is a good one to think about. Don’t be too cliquey though. Issue been raised in the past, while you want to seem like a team you don’t want to seem like the IT crowd. Accessible and reachable member of the JCR. Anyone have any other thoughts?

**Danielle:** Having been on many execs, supporting each other is a big thing. Majority of role is your specific role requirement, but if someone has a specific problem, then take it upon yourself to be supportive and solve the issue. Just because it’s not your role doesn’t mean that its not your problem.

**WORKING TOGETHER, STRESS MANAGMENT**

**SUMMARY: Everybody deals with work and stress differently. For JCR work, reach out to your fellow exec for help.**

**Discussion Points:**

* How do we work?
* How do we stress?
* Stress management

**Alistair:** This is what gets discussed at every bonding. You do spend a lot of time together. You should collaborate on a lot of things, how you get stressed and how it presents itself. Key points of the year: it is good to support people- help someone who is struggling. How do you like to work? Go around the room and say how you work and how you deal with stress. If I start something I like to finish it quickly, it sometimes means I do a lot of work in one go. I definitely work overtime. In terms of stress, I try to avoid it by doing work. In terms of stress management. I’ve tried to work on this in the last few years, splitting up that time and taking a break occasionally. Pass to Danielle.

**Danielle:** The bar is unusual because it impacts how you work alongside your degree. But because the bar steward is a Saab position, I get to decide time management. Not just doing the bare minimum. I just know I will get stressed specially this term. When it happens will be able to deal with it as I’m preparing myself for it. Hopefully I will reach out to other people. Senior service committee and my manager can help me with things like this.

**Maria:** I do everything really quickly, I like to complete tasks as soon as possible. Letting things drag on stresses me out. Deadlines stress me out. I tend to be very organised and it allows me to manage stress. I can sometimes just take the day off and not work as much. I get stressed easily, am a very reactive person, am expressive.

**Jennifer:** I always hope that I can work quickly but sometimes it turns out that I procrastinate and then start to work. I can only focus in shorts amounts of time. I look forward to completing assignments. I f people ask me to do work in a timed condition I like it. I don’t feel stressed that much. It might be my personality, I’m quite happy every day. I eat to manage stress, and then I feel a lot better!

**Riley:** I am organised, I set a time and date to work. I do it well ahead of the deadline so I’m not stressed for it. I sometimes have a problem ding nothing, I feel guilty sometimes. I still feel productive with stress-free activities i.e. yoga, baking etc. Sometimes I get snarky when I’m stressed and I’m trying to work on that. Pet peeve: when people say they’re going to do it and they don’t do it.

**Mokes:** Tend to work a lot, quite organised, split stuff over more days. Don’t do work in one go. When I get stressed I get more introverted and quieter. When I’m stressed it makes me work more. Stress management. Going outside, going for walks.

**Euphemia**: I do tend to procrastinate, partly because I have too much confidence in myself. I have a separate timetable for different commitments. From posting the menu on fb to name tags to organising catering, I have a separate calendar because its going to run on a two-week basis. I will ask for help, I will incorporate everyone’s timetables. If I stare off into the distance I’m stressed, I stress eat peanut butter. I can’t fall asleep if I’m too stressed.

**Alannah**: I’m a chaotic worker, I have a list of things I need to do. Start to do each of these tasks until I can hyper focus on them. I have left things very late in the past. Handed in summative late. So, I do get things done and I like checking things then. In terms of stress, I don’t shut up. If I get quiet I’m stressed. I’m quite a chatty person so when people don’t hear me talk then there’s usually something wrong. I don’t get stressed very often. Quite good at asking for help. It’s really good that you guys understand what your stressors are.

**Natalie:** So, I’m quite similar. I’d love to say I’m an organised person but when it comes to academic work I’m more chaotic but event work I like that more. Diamonds are made under pressure quote. Wait to the last minute for an assignment. Yelling into pillow, pacing a room. Otherwise I’m quite okay with managing stress. I will never miss a deadline. Recently got a planner to organise people. I will stress eat a bit. It’s just a lot of noise really.

**Seth:** In some ways I sympathise with a lot of what Alannah said. Chaotic approach. I work in the way that I do what I need to do. If I don’t have much to do then ill work slowly and vice versa. Because I always have things to do I will always have a bit of stress. It doesn’t change how I act too fundamentally. Its hard to say I have a specific way of working, I’ve adapted it often.

**Freddie:** I suppose the main thing is that I hate surprises, I hate having a deadline. I do have a planner and now I have multiple to plan different things. I don’t get very stressed. I suppose I get upset. I try to avoid it at all costs.

**Vivienne:** I work best under stress. Do exercise to manage stress.

**EXPECTATIONS**

**SUMMARY: As community leaders, you set an example. Lead drop-ins, ensure there’s discipline at formals.**

**Discussion Points:**

* Conduct
* Commitment
* Ex-officio members

**Alistair:** Overview of what is expected of you on the exec beyond your role. In terms of conduct, you are leaders of the community people will naturally look to you or up to you, don’t be doing dodgy things. You are representing JCR and college. The way it was first described to me, before you ever make a decision think “what would this look like in a Tab article?” Be mindful as you are representing the JCR. Do things that are positive and project a good image. We’ve had bad press in the past. Be sensible. You’re all adults.

On commitment: beyond your actual role. Tied up in job descriptions. That’s everything from attendance of meetings, drop-ins, working events. Ex-officio members.

*[interrupted by drilling]*

Historically the bar Saab has never done drop ins or don’t work drop ins. They also don’t frep. Seth and Alex have a choice in what they want to do. For the rest of you, you do have to do these things. Discretion of services officer, social officer. What was summer ball exec like?

**Danielle:** It was very hit and miss. The busses that take you tot the event, we had to manage people but for actual event the exec wasn’t doing anything. The exec represents the college so try to act appropriately. It’s a lot less responsibility than it used to be

**Alistair:** I can tell you horrors stories about working summer ball. That is the expectation of working events. You are attending events. You need to act better than your average event attendee. With formals its quite different. That sort of commitment is different. Do a number of drop ins per term.

**Danielle:** There’s not an exact amount but it’s usually once a fortnight.

**Alistair:** There’s for drop-ins every week. I don’t know when were going to start up drop ins again. Unless you’re an ex officio, do drop ins. They’re not bad, you can do work during them. The other major commitment is exec meetings. You do need to come to exec meetings. It is a discretionary thing. You can’t miss a bunch per term. You’ve been elected to do a role and you need to represent. Traditionally they’re on Mondays. Final point is on discipline:

When you’re at formals, you’re setting an example. You don’t have an active disciplinary role but try to keep order.

**Danielle:** Another commitment is JCR meetings.

**Alistair:** You need to come to these meetings, they’re not regular, they’re not a part of your role.

**Seth:** We’ll move onto communication.

**COMMUNICATION**

**SUMMARY: Use email rather than Facebook for JCR business. Slack is extremely useful and will be the main channel.**

**Discussion Points:**

* Emails vs Facebook
* Social Media
* Slack

**Alistair:** I’ll start with emails vs Facebook- it’s a personal preference but its also about work management, choosing how you want people to communicate with you. Execs have always said people should email you. Your job is not you. There’s more to you than being international rep. I’ve always tried to push for people to email me. How you manage that is up to you. The downside of fakebook is that people can see when your active. So, I suggest you always direct people to Facebook and I also use Instagram. It is a personal choice.

**Danielle:** The ones who have the non-personal accounts (like treasurer) it is very easy for you to create a folder in your emails and keep it entirely separate. I got so annoyed that people would fb message me, it goes out of your mind when your bombarded with messages, in email you can be better organised. Friend message scan get mixed up with JCR work.

**Alistair:** As a continuity point, if you have a successor who needs a message they will need to access your account (email) rather than Facebook. Email is preferred.

We should also talk about slack. From now on I will phase out using the Facebook group and you should check your slack often. In terms of using slack, the benefit is you can search for files and messages and you have separate channels for it. I need everything in one place, slack is more useful for this kind of thing. You can also make your own emojis! Next thing is about social media in terms of engagement in later meeting. There’s quite a lot of us now. We have more Trevs accounts on Instagram. Do try and utilise them. Not everyone cares about welfare or eco committee so it is good to have that separation. As long as we utilise it well.

**Seth:** Should we do exec meetings then?

**EXEC MEETINGS**

**SUMMARY: College meetings, Monday evening. Not as frequent during exam season.**

**Discussion Points:**

* Time and Place
* Function

**Alistair:** Traditionally in college on Monday at 18:30. We need to find a time and there’s not going to be enough space indoors with social distancing. Its better in person. I am planning on keeping that time. Keep this time in mind.

**Danielle:** I will be working in the bar in the first few weeks. I can always appear on zoom

**Alistair:** I will also say that requirement of you turning up isn’t that bad if you have an exam the next dy. We don’t have that many meetings during exam season. We will probably have one next week unless we’ve covered enough stuff during bonding.

The other thing is that they’ll be on zoom until we can get them in person. We can do them outside if the weather is nice. Their function is clear: discuss ideas, and at the start of the exec meetings there is a report from each person about what they’ve done with their role. And then we have discussion points. Sometimes the tier 2s will come along.

**Danielle:** Anybody is welcome to add anything to the agenda. Don’t think there’s anything too unimportant, if it’s to inform the exec- gauge opinion. It’s not a formal meeting, its kept as a discussion between the 13 of us. Its super helpful

**Alannah:** Send in agenda points or you’ll be subject to Alistair’s memes.

**Alistair:** If people send them in it’ll probably embolden me to share memes. It is a good point, do send in discussion points. Its always good to keep people up to date transparency is good. If something is discussed at an exec meeting and it is minuted and discussed.

**Seth:** Can we ask things not to be minuted?

**Alistair:** Yes, and the VP checks over the minutes because things can be censored if needed. For the minute for this bonding.

**Seth:** Is there anything else?

**Alistair:** End of agenda 1. Reconvene at 4pm.

**Meeting adjourned at 13:12**

**Agenda 2 - Engagement**

**ACCOUNTABILITY AND TRANSPARENCY**

**SUMMARY: Be available and transparent, you represent your role. Do not let your JCR position interfere with your degree.**

**Discussion Points:**

* Conditions of Accountability
* How do we separate ourselves from our role?

**Alistair:** This is a bigger topic, the engagement is as a whole, down. I’m going to start by talking about engaging with the JCR, and we can discuss ways forward. Exec relationship with the rest of the common room. Something that wasn’t explicitly mentioned last time is: do be available. You are elected to do your roles. You do need to be answerable to the voting public to some extent. Don’t let people take the piss either. You can have office hours and you do have degrees so you shouldn’t let someone’s request interfere with your degree.

In terms of accountability being present and being there to answer people’s questions is a good start. People can ask you questions about what you’re doing with your role, feeds into transparency. Don’t do things clandestinely. It makes it difficult for the exec and for the JCR. Keep this in public domain. Transparency is a two-way thing. Part of that is people’s willingness to engage. The best you can do is provide the means to engage. There will always be people who don’t engage, you can’t get everyone to the extent that you want. Work to your highest level.

How to separate yourself from the role? You’re not going to be in the role 24/7. Feel free to tell people no. Does anyone have any thoughts?

**Alannah:** I’ve never really had an issue with that. But having boundaries in general is great because you’re so publicly recognised. You are a student first and foremost.

**Seth**: should we move on?

**THE JCR AS A COMMUNITY**

**SUMMARY: Brainstorming ways to increase student engagement to JCR meetings. Work with clubs and societies to increase meeting attendance.**

**Discussion Points:**

* Ways people engage
* JCR meetings

**Alistair**: this is an opportunity to reflect a bit in terms of how people are engaging with certain things an whether there are new things to do that and how we can change certain things. At the start of last year, we had issues with meetings where attendance was low. Any ideas on how to increase engagement?

**Seth:** My suggestion was holding JCR meetings before unplugged nights. Possibly try to sync it up with other events

**Maria:** I think tis a good idea. I think it could be possible to hold JCR meetings in person and through zoom. It allows people online to ask questions. It means people don’t have to come into college for those meetings.

**Alistair**: we did pass that motion but we struggled with in-person attendance (e.g. Gilesgate people). Could be effective tool of improving engagement through hybrid system. With the old FB live stream, people watching online couldn’t ask question. Improve accessibility. The issue been raised before, whether people online would be as engaged and whether in person people numbers would be enough. Otherwise it’s just exec in a room plus zoom people.

**Maria:** if you combine it with unplugged nights it could work. As long as they go together it could still kind of work. We need an incentive for JCR in-person meetings.

**Seth:** other possibilities like providing food and drink (VP responsibility),

**Alistair**: in the past few years we’ve mainly tried raffles. I’ve been to one pizza JCR meeting. Its not a lot of pizza and its expensive. Raffle is better option. Increasing the number of people which are mandated to come- every liver-in is mandated to come (threat rather than reward)

**Alannah:** MCR, port and cheese?

**Alistair:** it something we could look into. Would it cost too much? Financially feasible?

**Natalie:** do we, for the raffle, know what the prize is beforehand? It would be better if we announced the prizes the day before on fb so that people could come?

**Alistair:** I agree, we could hype it up more.

**Natalie:** Trevelyan college Facebook posts.

**Alistair:** reaching people has been difficult. Key channel has been Facebook and freshers don’t use Facebook. Adapting social media. Utilisation of Instagram. I don’t care why you want to come as long as you’re there.

**Seth:** when restrictions ease they’ll be people coming into college. If there’s a way to get college to be more appealing to livers-out. Increased engagement.

**Alistair:** another thing that has been raised for JCR meetings is the time. For some people, Sunday evenings are church times, work times. Sundays are the days when livers out are least likely to be around college. Bar perceptive?

**Danielle:** I know we opened bar earlier to be accommodating at half six. Hustings are prior to that. Some people will only come to the meeting. Bar opening times are not a problem.

**Alistair:** this year we weren’t tethered to location, People had a lot more flexibility. Would people prefer it if we moved it to another time?

**Danielle**: we want to have SNQ’s returning. Could people stay for the quiz after JCR meetings?

**Alistair:** if we went ahead to sync it with unplugged nights (usually on Saturdays)

**Danielle:** set up with tech you don’t want to be getting in the way, as JCR meetings you don’t want to interfere. Run it by tech and music rep.

**Mokes:** to increase engagement, raffle is good because its cheap, but if we had a guaranteed thing: formal stuff? We could have a JCR loyalty card

**Maria:** you could get a discount on a toastie.

**Alannah:** I would love to stamp a card for people.

**Alistair:** if you fill out your card you could have a dinner with Alannah

**Danielle:** you could enter into a raffle with a free formal, or guaranteed entry.

**Alistair:** you could have a selection of prizes

**Freddie:** Mary’s had a different thing. I’d be interested to know about what other colleges do. Another reward system?

**Alistair**: from what I know, most colleges do a reward system, i.e. a raffle. Mandates- every liver in has to go.

**Seth:** Mandating sports captains- the other thing is to have contested elections.

**Alistair:** Emergency JCR meeting to decide whether president is Saab. Was a spicy election meeting, so keeping clubs and societies in the fold? One of the issues we have had is not having Maria’s role.

**Freddie:** every Trevs society had a JCR officer that had to go to that meeting. So, it’s a two-way stream.

**Riley:** how do we ensure people show up if we have a mandate that nobody follows? We don’t want to be too draconian about this.

**Alistair:** we have enough trouble enforcing it with Tier 2s and Tier 3s. If we want it to be really harsh we could de-ratify a society fi they don’t show up. We need to gauge their opinion. If we can get them onside. The halfway approach that has been tried in the past (chair emailing around) was ambiguously effective.

Societies will write motions but if they’re not writing motions then they’re not coming to JCR meetings.

**Maria:** get society presidents together.

**Seth:** anyone else have anything to say? Let’s move on.

**ELECTIONS**

**SUMMARY: Ideas on encouraging people to run for elections, potential changes to husts, utilising first years and engendering JCR loyalty. Media coverage of elections and candidates.**

**Alistair:** this room is not full, and the Tier 2s are not filled. Again, its not ideal. It is a bit understandable given the circumstances. We’ve had a lot of uncontested elections. I think brining societies and clubs more into the fold. Alannah said a lot of people would run, or could run, but need encouragement.

**Natalie:** some people I’ve talked to are terrified of husting. I know is a difficult thing to solve because you have to deal with public speaking a lot in your life.

**Alannah:** we could potentially offer to read something out loud for them.

**Alistair:** husts are pre-recorded in some other colleges.

**Danielle:** the only thing I’d say is that a hust is good because being on the exec means you have to do an exec report.

**Maria:** if you’re running for an exec role you come to the realisation public speaking is a big thing. For tier one positions you have to be live whereas for tier 2 positions you can be pre-recorded.

**Freddie:** what if we had a system where if you ran for some roles, where second place would get something as well. If you run for the officer role and get second, you could get a committee position. It would encourage more people to run? T could be practical in some situations.

**Alannah:** it depends on what kind of role it is. E.g. welfare, the reason you weren’t elected as officer does not mean you can be elected tot eh committee. We want to be as democratic as possible.

**Alistair:** I think that’s why we have the election schedule. You do have the time for re runs. Those of you who are in second year, how was your experience in running for roles?

**Natalie:** I was rejected from assistant social, I applied to be a frep, I applied to be academic parent, and then I did get social chair.

**Alannah:** another thing for running for different roles is that people thought I just wanted power. People worry about image.

**Alistair:** that’s a good point. I’ve been sending congratulations to people who’ve won, condolences for those who got ronned or lost?

**Seth:** for me I wouldn’t have done it without exec encouragement. Contested elections normalise rejections a bit more.

**Natalie:** the exec did speak to me after I lost the first election and it was good to hear their words of encouragement. There’s always other things you can do.

**Seth:** any other thoughts?

**Jennifer:** I’m not sure but freshers to run is a good idea. Is this a current year thing or a normal thing? Freshers tend to run for tier twos. A lot of the positions weren’t really visible.

**Alannah:** we have a lot of influence over the freshers, we can trick them into thinking everyone wants to go for the roles. We can stage it in such a way to make it seem like this is the norm. One of the reasons our role is important because we have influence and because of the incoming freshers. What we tell them is what they’ll believe.

**Danielle:** you can use freshers week to project your role. Be assigned landing groups. Using freshers week is a good way of getting them interested from the get-go.

**Alannah:** one of the biggest examples of frep influence is Danielle being my frep.

**Alistair:** it does start early. Even if they’re not involved so much, if you do plant that seed in their mind.

**Maria:** I left my freshers feeling like I wanted to be involved. What happens if there are no head freps? It looks quite likely.

**Alannah:** I, and all of the exec run freshers week without help. There may be a contingency where we run the week.

**Mokes:** going back to getting freshers to know what the JCR is, one of my academic children asked me what the JCR is. Something concrete that people can look at.

**Danielle:** have a quick chat with your group.

**Jennifer:** another thing I found useful was when all the JCR posted a day in the life. Found it helpful, saw what these people were doing.

**Danielle:** publicise JCR members.

**Seth:** how we publicise it. Does the publicity officer have any thoughts?

**Vivienne:** Create profiles of current Tier 2 position holders to communicate to freshers that these are the roles available. Feature JCR Tier 1 members on social media to facilitate and understanding of who we are and our roles.

**CLUBS AND SOCIETIES**

**SUMMARY: Increase communication between presidents of clubs and societies, and the JCR exec, provide them with more publicity, ensure people can return to their clubs once restrictions lift.**

**Alistair:** We don’t want clubs to fizzle out and die.

**Maria:** if clubs want to be re-ratified, it could make things easier if a president or music captain.

**Alistair:** I think I’ve seen another college do another publicity for each society; retention of people going into next year. Freshers fair? Publicity for JCR positions. Do we want that through official JCR channel or through relevant Instagram channels?

**Maria:** people don’t know these accounts exist

**Riley:** over publicises and risk under publicising- the presidents could do potential drop ins or zoom meetings. They’re accessible, they can answer more questions.

**Alistair-** multiple channels, clubs, information and societies board. Good old fashioned in-person posters. Especially since all freshers are here. If we do have an online presence.

**Mokes:** to try and fill the execs, we could have a group for all the presidents, treasures etc. Give a bit more support for others.

**Maria:** if I have to be in contact with all these people then yes, I have thought of doing that. That’s what I was planning to do anyway.

**Danielle:** there’s definitely been a sports captain one.

**Maria:** my idea was just o do one for music, arts, sports. There’s only a music rep.

**Natalie:** I have somebody interested in running for art.

**Alistair:** I’ve had someone talk to me about sports rep.

**Maria:** in the case that these positions aren’t filled then I’d have to do them

**Alistair:** if there are structures in place then leave them like that.

**Maria:** I’d have to get societies, then we can work them through sports and art rep.

**Seth:** it would be good to provide a roadmap for when sports can go back to Trevs and use facilities. That would be helpful.

**TIER 2s AND TIER 3s**

**SUMMARY: Maintain communication with your relevant Tier 2s. Facilitate their success, main point is everyone works together.**

**Discussion Points:**

* **Effective delegation**

**Alistair:** I hope everyone knows which rep they have and tier 2s are a great resource. The reason the buttery treasurer exists is for the buttery chair to have it easier. The same for tier 3s. Only tier 3s are elected committee member. If you want a non-exec opinion go to your committees. Make sure you check up on them every so often. Don’t micromanage them. They might need support, don’t leave them hanging. Any previous Tier 2s have any thoughts?

**Maria:** I think the tier 2 communication is important.

**Danielle:** I think proactively show your support. Send them an email, and do respond when they have a problem.

**Alistair:** the best thing you can do is facilitate their success. You are allowed to talk to other tier 2s. Who you work with will vary greatly. And be nice to everyone.

**Maria:** there was a bit of conflict with the year-out rep. As of yet we don’t have a welfare officer so.

**Alistair:** butcomm sits under buttcomm, post offer visit days are up in the air.

**USING COMMITEES EFFECTIVELY/ GAUGING OPINION**

**SUMMARY: Use the relevant social media to accurately ascertain JCR opinion. Delegate your duties to your committee if you need to- utilise them appropriately.**

**Discussion points:**

* **How do we do this effectively?**
* **Different ways of doing this**

**Alistair:** those who have committees, use them. An issue we’ve had in the past is an underutilisation of committees. Fincomm were keen to do things, give them some context and they’d go off and do it. JCR comm is very good for opinions. As with Tier 2s, don’t be afraid to utilise them.

**Seth:** if no one else has anything to say, let’s go on to gauging opinion effectively.

**Alistair:** you don’t get the average person, you either get someone who loves or hates the JCR. I know this year that I tried utilising Instagram more. Instagram stories and FAQs increased engagement. How many people engaged with the formals review on Instagram? When you were a fresher what is the most effective way of getting opinions?

**Maria:** Instagram is the easiest. But you do need a lot of people following you to get an effective response. Do freshers use Facebook? Are they moving away to other social media?

**Jennifer:** I have my international rep Instagram account. Are we allowed to follow individuals? If I follow loads of people will they follow the account back?

**Alistair:** Do what you want.

**Maria:** if you’re new to college then its nice to have an account following you, drive up engagement.

**Danielle:** the only thing about Instagram is that its not anonymous. Spreading it across different platforms means that more people are receiving these polls.

**Alistair:** when I did the formal thing, I tried to get as many platforms as possible. Shorter, snappier format needed. Downside to Instagram is that absolute randos will reply to posts.

**Seth:** should I move on?

**POST COVID**

**SUMMARY: In-person societies, sports, and clubs “freshers fair” to reinvigorate excitement about what Trevs has to offer. Discussion about the final formal of the year.**

**Discussion Points:**

* Maintaining the integrity of the JCR
* Supporting clubs and societies
* Role of the Communities representative
* Loss of knowledge

**Alistair:** we’ll have a unique exec borne out of covid. Warning to remember to make sure that you ask questions to people you meet.

**Maria:** if there is a point in time where it can happen, if there’s an in-person societies fair for freshers, second and third years because obviously they don’t know anything about societies.

**Alistair:** that’s a good point, all of the second years will need the freshers experience all over again. They may not have been to an unplugged night, you will need to do introductory things for non-freshers.

**Seth:** do you think there will be a formal in college at some point this year?

**Alistair:** 24th June and it will be finalist priority.

**Danielle:** there’s usually some kind of reward, allowed into the formals. Freshers aren’t as included as that. It’s up to Euphemia to do that.

**Euphemia:** its something to consider that there aren’t many people up in Durham. Can we do a poll to see how many people are in Durham?

**Danielle:** we have this many spaces for the formal, and the spaces would fill up with the priority groups.

A good way of getting freshers into second year. You don’t want freshers basing their entire experience of Durham based on first year. People who live out tend to disappear so lure them I and get the numbers high.

**Seth:** Should we call it here? What’s the plan for 20:00?

**Alistair:** this is the bit of bonding which replaces what bonding is usually like. Has to be on zoom. Will be chill, I have planned games. Feel free to bring a drink. It will be fun.

**Meeitng adjourned at 15:17**

**ACTION POINTS**

* **The exec’s visibility within college is not to be underestimated. Unity and cohesion as a team are paramount as well as support.**
* **Community leaders set an example for the rest of college. Lead drop-ins, ensure there’s discipline at formals.**
* **Exec communication will be over slack. Exec meetings will be held on Mondays at 18:30.**
* **Availability of exec members as well as clear and effective communication should be emphasized. However, find a good JCR/ degree balance.**
* **JCR engagement should increase. Exec members should work with clubs and societies to strengthen the integrity of Trevs student politics and its expressions in meetings and events.**
* **Publicity coverage is essential in augmenting participation of students and the JCR body as well as gauging general opinion. First years need to be utilized and not forgotten, even as they move into second year.**
* **Work together with Tier 2 representatives and delegate your duties to your committees.**