



## **Ethical and Environmental Committee**

**9/2/16, 2pm in NH209 (Students' Association)**

### **Minutes**

- Apologies:** Sian Bamping (SB), Kevin Ward (Student Voice Team Leader)
- Present:** Kayleigh van Dongen (Ethical and Environmental Officer), Jodie Waite (VP GSBS)
- In Attendance:** Aimee Cuthbert (Clerk)
- Absent:** Paulo Cruz (Sustainability Officer), Raven Hingley (RH)

#### **1. Apologies**

As above.

#### **2. Minutes from last meeting**

With no comments from committee members, the minutes from the previous committee meeting were approved.

#### **3. Updates from last meeting**

<b>ACTION</b>	<b>PROGRESS</b>
<b>E+E Officer to send Love Food Save Money resources to NUS Scotland VP Communities</b>	E+E Officer spoke to VP Communities about resources. Project relating to these resources no longer going ahead so no further action required. <b>COMPLETED</b>
<b>VP SHLS to discuss clothes swap shop with Fashion Society in new role as VP GSBS</b>	VP GSBS emailed society but no response despite seeing society during Freshers' Week. Suggested should speak to Activities department to see if group still active and speaking to Programme Leads to get students involved. <b>ACTION – VP GSBS to speak to Fashion Programme Leads in the new year about student involvement</b>
<b>Clerk to find criteria relating to</b>	Clerk found criteria and discussed with

<b>exploratory meeting and update committee</b>	E+E Officer who felt due to the delay in getting criteria and being far ahead in planning this would not be beneficial to action this academic year. <b>COMPLETED.</b>
<b>Clerk to update action plan and publish on website</b>	Clerk had created action plan with E+E Officer and will be discussed later in the meeting. Will update on website if committee happy. <b>COMPLETED.</b>
<b>VP GSBS to publicise Shorter Showers campaign on social media</b>	VP GSBS publicised but due to issues in creating resources for competition and student confusion will need to run again. Needs to be clarified with GCU Sustainability Officer <b>ACTION – Clerk to check with Sustainability Officer about shorter showers campaign</b>
<b>VP GSBS to work on communications around recycled paper with SHLS and SEBE</b>	All schools now know the use of recycled paper is acceptable for assessments and dissertations. Complaints are being captured and shared with VP GSBS who will be writing a blog on this issue. <b>COMPLETED.</b>
<b>E+E Officer + VP GSBS with support of Clerk to create action plan for campaign</b>	E+E Officer felt that due to the issues arising around recycled paper that the campaign needs to be re-evaluated which will be discussed later in this meeting. <b>TO BE ACTIONED.</b>
<b>Clerk to check if a student can design a group logo</b>	Clerk spoke to Communications and Media Co-ordinator who clarified this was fine to do. <b>COMPLETED.</b>
<b>E+E Officer to liaise with Communications and Media Co-ordinator about branding</b>	E+E Officer has yet to action this point but will soon. <b>TO BE ACTIONED.</b>

#### 4. Sustainability Campaign Plan

The E+E Officer introduced this item as a plan showing the main objectives of the group in this academic year which had been taken from previous discussions and made into a SMART action plan, making it clear who would be responsible for each objective. If the group were happy then the plan would be published on the website for information.

VP GSBS stated she liked that plan but had yet to action some of her points but would update when the plan was gone into more detail in the next agenda point.

## 5. Green Impact Student Unions Update and Action Plan

The E+E Officer then proceeded to go through each action in the plan to get a progress report.

<b>ACTION</b>	<b>PROGRESS</b>
<b>Meet twice a trimester throughout academic year and creating action points</b>	Have met twice in Trimester A – action points being created and acted upon. Do the same in Trimester 2
<b>Increase membership of E+E committee using website, social media and other appropriate outlets</b>	Using website and social media at present but will book a stall at Refreshers Fayre with support manning this. Big Green Survey will also be an avenue to get students involved <b>ACTION – E+E Officer to book a stall at Refreshers' Fayre</b>
<b>E+E Committee to plan and deliver all E+E campaigns throughout academic year, detailing the positive outcomes as a result of their work</b>	Planned at last meeting, to action in Trimester B
<b>Invite senior management in SA and relevant staff in GCU to meetings so they can contribute to the outcomes of the committee</b>	Invited to this meeting but apologies sent
<b>Identify other SAs and external organisations and collaborate with</b>	Still to identify SA's but will speak to RADIAL about working together <b>ACTION – E+E Officer to reach out to other SA's about working together</b>
<b>Regularly update E+E section of website, promoting how to get involved</b>	Being updated by Clerk regularly with screen shots taken every month
<b>Create a survey to get student feedback on sustainability and publish findings</b>	Survey created – will discuss later in meeting
<b>Promote work within SA volunteer groups and encourage collaboration</b>	Clerk met with Activities Co-ordinator to discuss this, will be revisited next trimester
<b>Identify negative impacts through own and GCU's</b>	VP GSBS to speak to Estates to get information

reporting ,publish findings and take measures to decrease detrimental outputs	
Ensure the student magazine is sustainable and does not overprint	Clerk informed by Editor of The EDIT this had been discussed but was awaiting an updated. <b>ACTION – Clerk to liaise with Editor of The EDIT</b>
Check all fridges, freezers and ice makers in the SA are placed in sustainably sound areas	Will look into when new catering outlets introduced but will do interim actions as VP GSBS not sure what is happening with contracts.
Create a mileage rate for cyclists within our Expenses Policy to encourage more cycling	Being discussed at next Trustee Board after meeting with VP GSBS, Chief Executive and Finance Manager.
Engaging GCU staff in sustainability within the SA	Not much done with SA staff but liaising with Sustainability Officer and VP GSBS sits on Sustainability Working Group. VP GSBS suggested that Sustainability should be standing item in Executive Committee as is in Staff Committee <b>ACTION – VP GSBS to investigate</b>
Working in partnership to attain external sustainability accreditation	VP GSBS sits on Fairtrade Working Group
Work with the institution to increase the amount of renewables in its energy mix (if not already in place)	VP GSBS to get information from Estates in order to campaign on <b>ACTION – VP GSBS to liaise with Estates about renewables in energy mix</b>
Investigate how much sustainability is covered in the Common Good Curriculum and gather evidence	Covered somewhat in Common Good Curriculum and will gather evidence in Big Green Survey

## 6. NUS Sustainability Skills Survey promotion

The E+E Officer informed the group that this survey was currently being promoted through the Students' Associations communications but in order to get full marks for the criteria relating to this GCU would need to get 100 responses, which at this moment in time was not the case. The E+E Officer was hoping to have a stall and promote this but due to miscommunication this did not happen so was looking for ideas to promote in its last week as the E+E Officer would be off campus.

VP GSBS said they would be happy to help promote the survey before they went on annual leave. The Clerk informed that the Students' Association should get some points for promotion but not all if they did not get 100+ responses. The E+E Officer was relieved by this but still felt promotion was needed.

**ACTION – E+E Officer and VP GSBS to promote NUS Sustainability Skills Survey before closing.**

## **7. The Big Green Survey 2016**

The E+E Officer informed the committee that in order to get an idea on GCU students' environmental concerns as well as creating awareness of the group, the Big Green Survey had been created. The questions link with Green Impact criteria but also captures importance of various sustainability issues to students, thoughts on the current E+E campaign, ideas for future work and a chance for students to get involved in the campaign.

VP GSBS said they had made their way through the survey and thought it was very good. Although the survey was quite long VP GSBS felt it needed to be to capture all the information necessary.

E+E Officer said the survey would launch 9<sup>th</sup> January for 4 weeks initially but could be extended if necessary and that it might be good to get incentives for students to get involved. VP GSBS suggested using the campaigns budget to get a monetary incentive. E+E Officer liked this idea and thought Amazon Vouchers would be a good idea.

**ACTION – E+E Officer to look into using the Campaigns budget to incentivise students filling in the Big Green Survey.**

## **8. AOCB**

The E+E Officer raised concerns about the issues students have expressed with recycled paper on campus and that the planned Recycled Paper campaign needed to be rethought.

VP GSBS also expressed concerns and considered the group do another campaign instead focusing on moving to online submission of assessments. VP GSBS thought it would be wrong to speak out against it as the organisation had been supportive so far and to withdraw support would be a u-turn. Also the university were looking into putting a temporary solution in place to help with the issues students have.

E+E Officer felt moving to support online submission was good but that this may not be the case for all programmes to move to this, including their own (Forensic Investigation). VP GSBS said it was the E+E Officer's decision on

what they wanted to do but felt this would be an effective change to the campaign as the university should be looking to submit everything online, it would have immense environmental benefits. This could be something that the campaign could lobby the university on and students wouldn't necessarily need to be involved which may escalate concerns about recycled paper.

E+E Officer felt it would be good to change the questions proposed in the Big Green Survey to see if students would prefer online submission. It was also suggested it might be good to capture students' locations to see how far they have to travel to hand in submissions, course information, financial cost, attitudes and preferences to online submissions, age bracket and concerns around online submission.

**ACTION – E+E Officer and Clerk to change Current Campaign questions to reflect new focus of campaign**

The Clerk also informed the committee that the Students' Association Co-ordinator at GCU London had been in touch wanting to improve sustainability issues at the London campus and was looking to the committee to support them in this effort. The committee agreed to support this and VP GSBS agreed to help further if necessary.

## **9. Date of next meeting - tbc**