



UNIVERSITY OF LINCOLN STUDENTS' UNION
Executive Committee Meeting

2pm, Friday 3rd May 2019
Chief Executive's Office, Students' Union

Minutes

Present:

Name	Job Title
Kudzai Muzangaza (KM)	Students' Union President (Chair)
Tommy George (TG)	Vice President Education
Grace Corn (GC)	Vice President Welfare and Community
Cassie Coakley (CC)	Vice President Activities
Sophia Liu (SLi)	Vice President International
James Brooks (JB)	Chief Executive (<i>via telephone</i>)
Hannah Coleman (HC)	Deputy Chief Executive

Also in attendance:

Shanna Limm (SLm) Union Administrator (note taking)

Item

Action

Part A

1. Apologies for absence

- James Bayliss (JaBa), College of Science Officer
- Nial Francis (NF), College of Social Science Officer
- Glen Allison (GAI), College of Arts Officer
- Mikhail Belovol (MB), College of Business Officer

2. Draft Student Conduct and Discipline Regulations

- KM presented the group with the draft document which included highlighted areas for discussion amongst the group. It was noted that the SLs would review in document in order to consider how the procedure would affect students as students.
- TG noted that Fitness to Practice in relation to the School of Pharmacy was regulated by the General Pharmacy Council's procedure as opposed to NHS, with students following the same university procedure prior to this stage.
- The group queried whether misconduct would be processed via the Nottingham regulations in the Medical School, with HC to look into the matter further.
- In relation to 3.1 (a) the group discussed the cause of distress upon others with reference to both Assassin's and HEMA societies. HC noted that the societies had been risk assessed, however should individuals behave inappropriately the process could be enacted.
- The group discussed how sexual misconduct was not explicitly elaborated upon in the document; it was noted that the matter was outlined within a separate procedure, however it was agreed that a reference to this would be useful.
- KM noted a contradiction within points 3.4 and 6.8, in relation to failure to co-operate with 6.8 noting "[n]either the University nor any student can compel any other person to participate in the student disciplinary process."
- TG queried whose procedure would take precedent should an incident occur at an event in which a student represented both the University and Students' Union, with

HC



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Varsity noted as an example. JB noted that this would be dependent on who received the complaint.

- It was noted that within the ULSU Disciplinary Procedure, the process could be referred to the University.
- The group queried the definition of a "student hold[ing] an office of responsibility in the University" under point 3.5 (e) and whether this applied to Student Leaders, College Officers, Academic Society committee members and reps. It was agreed that KM would query this with Lisa Baker (LB) (Deputy University Secretary and Head of Governance) for clarification. **KM**
- GC queried who can report a complaint under point 4.2, with the Students' Union not explicitly stated.
- It was noted that JB or HC could refer a complaint further to the ULSU Disciplinary Procedure and it was suggested that this be included within the Student Conduct and Discipline Regulations.
- KM noted that the Students' Union could accompany an individual for moral support but not representation.
- TG noted that time limits referenced within point 4.8 needed clarification, with robust reasoning needed as to why time limits were unable to be adhered to; this was agreed by the group who noted that administrative reasons would not be sufficient. It was agreed that this would be discussed with LB. **KM/TG**
- Under point 4.10, TG noted that further clarification was needed as to how and why the cancellation of a meeting/hearing would be relayed to a student.
- The group discussed whether the Formal procedure would be enacted immediately should misconduct be referred by the Students' Union following the ULSU Procedure.
- It was noted that Heads of School would be notified when the formal procedure was enacted; TG noted that this was in order to ensure that there was oversight from Schools with mitigating circumstances noted. It was agreed that the School should not be notified of the full circumstances at this stage, with this to be clarified within the procedure. **KM**
- TG queried the whether complainants were notified of an investigation's outcome should their complaint have been of a distressful nature; HC noted that this would be the case under exceptional circumstances with links to the campus support services needed within the procedure. It was noted that HC would look into the matter within the University Complaints Procedure. **HC**
- It was noted that in the event of a conflict of interest a representative from the Advice Centre would attend a panel alongside a student; it was agreed that this needed to be stated within the regulations.
- SLi queried whether the procedure would impact international students with reference to Tier 4; it was noted that only criminal offences would affect this.
- In relation to point 6.13 (d), the group agreed that clarification was needed regarding the completion of relevant training as an investigation outcome and how this would be funded.
- Further to this, it was noted that clarification was needed for point 6.13 (f), as to who determines the costing of damage to property. It was noted that damage to property would only be applicable for a malicious act.



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- The group discussed the exclusion of a student within certain locations, activities and accommodations. TG noted that those excluded from University should be eligible for extenuating circumstances, with links to the Wellbeing service.
- It was agreed that the staff member responsible for the Appeals process needed to be named within the procedure and not be conflicted with the earlier stages.
- In reference to criminal convictions, the group queried whether the Students' Union would be notified for safeguarding purposes. **KM**
- GC queried liability for rent under the circumstances of accommodation changes and whether individuals would be reimbursed as per point 8.10.
- The group discussed whether the Students' Union would be notified of previous incidences of misconduct should they run for a cross-campus elected position, it was agreed that this would be clarified. **KM**
- It was agreed that KM would circulate the regulations amongst the group to finalise feedback. **KM**

3. Any Other Business

- KM presented the group with the draft proposal in relation to the Attendance Panel procedure within the School of Science. It was noted that the document had been created further to collective feedback from the group. The proposed draft was approved by the group (5-0).
- GC noted that she had received an email from the EAUC further to the declared climate emergency. The group discussed the potential for an organisational statement and it was agreed that the latest article sent to students would include an opportunity for students to pledge their interest on the topic. The pledge was also agreed to focus upon whether students wanted the "university to consider" making a declaration statement. **GC**
- It was agreed that GC would also reference this in her SU Awards speech.
- The group discussed the annual leave requests received from both KM and SLi with SLi's approved by the group (5-0).
- Due to the conflict of interest, KM delegated his role as Chair to TG; the proposed annual leave was approved by the group (4-0).
- KM noted that he planned to write an article in relation to NUS and how affiliation would affect students going forwards. JB noted that he had received confirmation of affiliation fees for the 2019/20 academic year, with the cost almost amounting to £57,000; it was noted that there had been an increase in fees which would result in cuts from other areas should the organisation affiliate. It was noted that affiliation could be an arguably ineffective use of charity resources. The group discussed the matter and agreed that student conversation was necessary on the topic.
- It was agreed that the group would read and confirm KM's draft article shortly following the meeting. **SLs**
- As well as this, it was agreed that KM would produce the report and arrange for the piece to be posted out to the student population. **KM**

4. Date of Next Meeting: 4pm, 13th May 2019

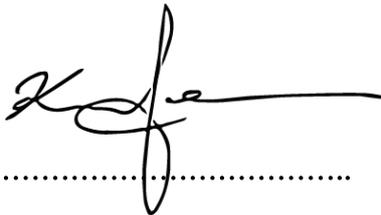


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Chair


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Signed

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