



UNIVERSITY OF LINCOLN STUDENTS' UNION
Societies Hub

4pm, 3rd December
Microsoft Teams

Minutes

Name	Job Title
Abi Brown (AB)	Vice President Activities
Rebecca Sharp (RS)	Societies Officer
Emily Dale (ED)	President, Women in Work
Glen Pierce (GP)	President, Art History

Also in attendance:

Jess Skill (JS)	Assistant Opportunities Manager
Shanna Limm (SLm)	Union Administrator (note taking)

Item	Action
<p>1. Societies Officer Update</p> <ul style="list-style-type: none">• RS provided the group with an overview of her Officer Report.	
<p>2. Vice President Activities Update</p> <p>AB provided an update of any recent developments, which included the following:</p> <ul style="list-style-type: none">• Due to government guidelines, it was agreed that all activities would continue to take place online, with a review to be conducted following Christmas.• The Students' Union would be closed over the Christmas period, with staff on leave.• An overview of the funding procedure was provided, with AB noted that not all funding was guaranteed, with Societies recommended to prepare alternative activities such as fundraising and sponsorships.• Applications for new Sports/Societies/Academic Societies were to be put on hold until 4th January 2021, in order to support new committees in reaching the membership threshold.• Virtual quizzes were due to continue over the Christmas period.• Refresher training was due to be offered in the new year.• Deliveries to the Students' Union would be stored over Christmas, with a process to be made and disseminated regarding the collection of these.• Following student feedback, Kahoot membership had been purchased which was available use for all groups; it was added that this could be requested through the Activities Office.• A list of virtual events over the Christmas period could be found on the SU website.• She was also on annual leave over the Christmas period, however in urgent circumstances she could be contacted over social media.• The election period for all Officer positions was due to commence in the upcoming months.	
<p>3. Discussion topic</p> <ul style="list-style-type: none">• RS noted that the discussion topic was in relation to the inclusion of a Welfare Officer role for activities groups, with the Hub requested to give feedback where possible.• ED raised that it was difficult to fill all committee positions under normal circumstances and that this may had additional strain; RS noted that the role was not compulsory, with groups able to implement the role at their choice.	



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- It was added that the roles would directly link to the Wellbeing Network and Cluster Reps who could also support.
- It was queried why training could not be offered to all committee members; RS noted that there was not enough resource under the current circumstances to offer this to the whole committee of groups.
- GP noted that the role would be useful to larger groups, however smaller societies were often a supportive network as normal.
- It was added that there may be difficulties enforcing the completion of training; RS noted that this would be customised for the role, with the Welfare Officer position to also have the potential to merge into a pre-existing committee role ie Vice President; however, it was important that individuals didn't take on too much.
- ED queried whether the lack of a Welfare Officer in a society would be put members off approaching the committee; RS noted that this should not, as it was hoped that one member of each committee would receive Look After Your Mate training regardless.

4 Any Other Business

- One member of the group queried access to storage over the Christmas period; AB noted that it was not likely due to there being no-one in the SU building to give access.
- GP queried what happens with activity finances, under the circumstances of a group disbanding due to lack of members; JS noted that the money remained in accounts until the group was adopted. AB added that this with active memberships would be refunded.
- AB noted that the threshold for societies members had been reduced to 10 in order to support groups during the pandemic.
- AB noted that Societies were able to participate in the promotion and fundraising for Grace's Week which was facilitated by the UoL Hockey Club, with further details to be found on their respective Instagram page.

Date of Next Meeting: 14th January at 5.40pm