



UNIVERSITY OF LINCOLN STUDENTS' UNION  
Executive Committee Meeting

3pm, 14<sup>th</sup> December 2020  
Via Microsoft Teams

Agenda

**Present:**

<b>Name</b>	<b>Job Title</b>
Georgia Petts (GP)	VP Education (Chair)
Abi Brown (AB)	VP Activities
Lucy Krogdahl (LK)	VP Wellbeing & Community
Amina Akugri (AA)	VP International
Bailey Marchant (BM)	VP Campaigns & Environment
Talia Adams (TA)	College of Social Science Officer
Jack Eames (JE)	College of Science Officer
James Brooks (JB)	Chief Executive
Hannah Coleman (HC)	Deputy Chief Executive
Shanna Limm (SL)	Union Administrator (note taking)

**Action**

**Part A**

**1. Welcome & Opening Business**

- **Apologies for Absence**
- Katie Smith (KS), College of Arts Officer
- Ginevra Pucciarini (GPu), LIBS Officer
  
- **Declarations of Interest**
- GP noted that both her and AB's declarations needed to be updated, due to changes with their lettings agents
- BM noted that she was now a member of the Lincoln Climate Commission.
  
- **Health & Safety**
- JB noted that testing was due to take place in the Engine Shed, with a productive meeting taking place earlier in the day. It was added that further safety measures were due to be implemented as part of tests, as well as alterations to risk assessments.

**2. Minutes of the last Executive Committee meeting held on 30<sup>th</sup> November**

- The minutes were agreed to be an accurate record of the previous meeting.
- 

**3. Minutes from the last SMT meeting on 7<sup>th</sup> December**

- No items were raised for discussion.

**4. Matters Arising**

- It was noted that the Marketing department were due to promote the cycle storage opportunities available on campus.
- GP noted that GPU would attend catch-ups with Craig Marsh (CM) (Pro-Vice Chancellor, LIBS), AA and the ISA Officer going forwards.

## Agenda

- HC noted that the Help Out Reach Out Society was not placed on hold over the Christmas period, due to high levels of expressions of interest; AB added that the group had since hit the required threshold.
- 5. Weekly Report**
- No comments were raised in relation to the weekly report.
  - JB noted that the most recent P&L report generated displayed positive figures which were promising.
- 6. Weekly Events**
- AA noted that one student had joined the most recent Netflix Watch party, with AA able to respond to all queries raised.
  - It was added that the final ISA Hub was due to take place on 15<sup>th</sup> December
  - The group agreed to promote the Netflix Watch Parties where possible.
- 7. SUGgestions**
- GP noted that there had been an increase in submissions over the past weeks, with three new SUGgestions approved for the 'Vote On' period.
  - It was added that the fast-tracked SUGgestion regarding Medical School lights had been completed.
  - No further updates were provided by the group.
  - All SLs agreed to promote the SUGgestions on their respective social media channels. SLs
- 8. GOATing Report**
- **26<sup>th</sup> November – 9<sup>th</sup> December**
  - **BAME name alteration feedback**
  - In line with the theme of Wellbeing and Loneliness, it was noted that feedback had highlighted concerns surrounding blended learning and self-isolation above all.
  - It was added that the feedback raised as part of the report had been compiled as part of the Student Matters report shared with Mary Stuart (MS) (Vice Chancellor).
  - GP requested that further feedback be sought regarding the BAME name alteration. SLs
- 9. Rep Co-opts**
- The group acknowledged that Rep Co-opts would be a standing Part B item going forwards; it was added that all co-opts were reviewed in line with governance prior to approval from the Executive Committee.
  - All presented co-opts were approved by the group (5-0).
- 10. ECO Award Policy**
- BM presented the group with the ECO Award's supporting policy, with the scheme anticipated to develop once released.

## Agenda

- LK queried the opportunities available to those without social media, as well as from an inclusivity perspective; BM noted that this had been taken into consideration previously, with the scheme adapted to be as inclusive as possible.
- AB queried whether the scheme could be integrated alongside the pre-existing Activities badge scheme; HC noted that the ECO Award focussed on the achievements of individuals as opposed to groups, with the opportunity linking to employability and the Skillslog.
- The procedure was approved (5-0).

### 11. Guidance for Activities: Membership/BUCS Refunds

- HC noted that the guidance document had been created in light of the impact of COVID-19 on the functionalities of clubs and societies; it was added that as the circumstances were unprecedented the measures and communications were in place to support students above all.
- The group approved the document (5-0).

### 12. Student Leader verbal updates/wins:

- VP Education
- VP Activities
- VP International
- VP Wellbeing and Community
- VP Campaigns and Environment

GP noted the following:

- Several meetings had taken place with students regarding elections for the position of VP Education, as well as College Officer and School rep roles.
- There had been progress with KPIs, with an Assessment Charter meeting due to take place in the new year alongside Liz Mossop (LM) (Deputy Vice Chancellor) and Linsey Woodcock (LW) (Director of Quality, Enhancement and Standards).
- Excluding the PSA Officer position, there was officially a full Senior Rep Group.

AB noted the following:

- The Activities Officers had created a round-up video for Semester One.
- Communications had been drafted for activities in relation to the Students' Union's stance until Easter.

AA noted the following:

- An ISA committee meeting had taken place.
- International hoodies for the February cohort had begun to be distributed.
- She had been the events taking place over Christmas.

LK noted the following:

- The blog post for December had been drafted.
- A meeting had taken place with staff members in relation to housemates.
- There was a Cookalong scheduled for 15<sup>th</sup> December.

BM noted the following:

- She had continued to work alongside accommodation to integrate recycling facilities.
- Collaborative work was taking place alongside the Council in relation to recycling also.

## Agenda

### 13. Chief Executive Verbal Update

- As per government guidance, the self-isolation period had been reduced from 14 to 10 days.
- Additional food box deliveries had been scheduled over Christmas, alongside a new initiative through the Advice Centre.
- He was due to assist with food box deliveries over the Christmas period.
- The SU's Christmas tree was due to be sustainably reused at Riseholme as part of a nature sanctuary.

### 14. College Officer Updates

- JE noted that concerns had been raised in relation to assessments not aligning with the academic year and the timing of teaching; it was added that as well as this, queries had been received in relation to international students and how assessments had not be altered to benefit time zones.
- GP agreed to raise these queries with LM during the next catch-ups.
- TA noted that she had received similar concerns in relation to assessment timings and international student feedback and suggested that further collaborative work be arranged with AA.
- It was added that the recent committee meetings had gone well.

GP

### 15. Any Other Business

- The SLs agreed to share e-cards with their assigned DVC mentors and the relevant University departments.
- GP noted that the School Rep for History and Heritage had requested a break from her role as per procedure; this was discussed by the group and approved.

## Part B

### 16. Committee Notes:

- **Environment and Sustainability Committee**
- **Education and Student Life Committee**
- The notes were taken as read.

### 17. ISA Hub Report

- Document taken as read.

### 18. Activities Hubs minutes

- Document taken as read.

### 19. Chair's Powers – Weekly Sabb catch-up

- No items were raised for discussion.

### 20. Chair's Powers – Help Out Reach Out Society

- Discussed as part of Matters Arising.



UNIVERSITY OF LINCOLN STUDENTS' UNION  
Executive Committee Meeting

3pm, 14<sup>th</sup> December 2020  
Via Microsoft Teams

Agenda

Date of Next Meeting: 3pm, 11<sup>th</sup> January 2021

Chair Georgia Petts

Signed

DRAFT