



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union
Executive Committee 27th February 2017 at 11:00am in
James Brooks' Office - Students' Union

Present:

Chair: Sammi Storey (SS) - President
John-Paul Dickie (JD) – Vice President Academic Affairs
Tasnim Hassan (TH) – Vice President Welfare & Community
James Brooks (JB) – Chief Executive

Also in attendance:

Emma Rouse – Head of Marketing and Communications for agenda point 9 only
Scott McGinn (SM) - Student Voice Co-ordinator for agenda point 10 only
Rachal Lilley (RL) – Advice Centre Manager for agenda point 16 only
Nicola Adlard (NA) – HR Assistant as note taker

1. 1.1 Apologies for absence

Eilidh Faccenda (EF) – Office Assistant
Hannah Coleman (HC) – Head of HR/ Deputy CEO

1.2 Declarations of interest

- None declared

2. Declaration of Any Other Business

Actioned:

- SS to discuss student attendance panels with RL

3. Minutes of the previous meeting

Noted:

- The minutes of the meeting held on the 20th February 2017 were agreed as an accurate record of the meeting.

4. Matters Arising

Noted:

- TH's report regarding community engagement is ongoing.
- Cluster rep policy is still on hold until Jennifer Barnes – Student Voice and Impact Manager has discussed the draft policy with Laura Crouch – Marketing Co-ordinator and HC.

5. Weekly Report

Noted:

- JB stated the figures provided were positive and noted the impact of Tower Bar and the Swan. SS noted excellent feedback from Hull students attending Varsity regarding the venues.

6. Weeks Event

Noted:

- JB stated to be aware the offices and venue may be noisy 5th-7th March due to the Stanglers production days.

7. RAG Bake Sale

Noted:

- The document was taken as read.

Approved:

- The RAG bake sale on 10th March was approved by the Executive Committee.

8. Alz's Student Led Project

Noted:

- TH stated this student led project was 40p over budget for the Harry Potter quiz and prizes.

Approved:

- The Executive Committee approved the extra funds.

9. Brand Guidelines

Noted:

- The document was taken as read and aims to standardise all branding.

Approved:

- The Executive Committee approved the document and asked for it to be circulated to all staff by ER.

10. John Jenkinson Award Choice

Approved:

- The winner of the award was decided.

11. New Club Applications

Noted:

- The document was taken as read.

Approved:

- The Fencing Club New Sports and Society Application was approved by the committee with 3 votes to 0.
- The Professional Wrestling Society New Sports and Society Application was approved by the committee with 3 votes to 0.

12. School of the Month

Noted:

- The School of the Month for January 2017 was decided to be History and Heritage with 3 votes.

13. Student Leader verbal updates

13.1 VP Welfare and Community

Noted:

- Last week was busy with elections, lecture shout outs and GOALING.
- Last week was also Student Volunteer Week with the food bank collection almost 200 different food items for students experiencing difficulties. Lincolnshire Food Bank have offered to match the donation by providing an additional 200 food items in recognition of the event. Welfare Campaign volunteers helped with the collection and TH thanked SS and JD for their help during the week.
- TH attended a Fitness to Practice meeting and an Inclusion Committee meeting both of which were positive and interesting. The Inclusion Committee meeting is in the early stages of planning their approach.
- The Welfare Restructure meeting went well and hopes to investigate implementing individual student led committees and projects in the future which TH has a particular interest in pursuing.
- The 'Reclaim the Night' campaign is going well, TH is currently waiting for some deliveries and is finalising the best way to promote the campaign and will be promoting it this week.
- The 'Never Ok' campaign is in the final stages of completion.
- TH and JD met with the International Students Association (ISA) and discussed the possibility of an international friends meeting provisionally on 10th March, although this has not been finalised. An Easter Egg hunt will take place at Easter. The all international students meeting went to plan and discussions are taking place around the best way to move forwards and firm plans.

13.2 VP Academic Affairs

Noted:

- The Learning Spaces report and data has been sent to key University staff and so far has had a positive response. JP is meeting with Simon Parkes – Deputy Vice Chancellor, Finance and Infrastructure this week to discuss the report in more detail.
- JD attended the ISA meeting last week and will be attending this week too.
- Last week involved a lot of GOALing for elections week.
- Attendance panels are taking place this week, along with catch ups.
- The NSS is looking positive.

13.3 President

Noted:

- Lincoln won Varsity! SS noted the hard work put into the event by staff and the Activities team, and congratulated everyone who took part. SS also thanked those who volunteered to help during the event and has received positive feedback.
- SS praised the food bank collection and stated the idea was provided through the SUggestions route – acknowledging this to be an important avenue to explore student's ideas.
- Last week involved a lot of GOALing and filming for elections week. SS noted the completed films were engaging for students and appreciated all of the hard work the Students' Union staff team contributed.
- SS will be decorating pancakes on Tuesday 28th Feb outside the SU for Shrove Tuesday.
- SS noted the highest number of voter turnout in the elections.
- There was a steady flow of people at the open day.
- SS has an initial meeting with some candidates for Swan's Den.
- SS stated she has an operation in May – date to be confirmed and will not be in work for 2-3 weeks following this. SS noted the timing was not ideal but felt it would be better than during the new Student Leader handover week in June.

14. Chief Executive update

Noted:

- JB noted last week was extremely rewarding, receiving positive feedback from students and seeing an increase in student engagement and a buzz around campus. JB thanked all staff and students for their hard work.

Approved:

- In light of SS's operation in May, the Executive Committee have agreed to add TH to the banking signature.

15. Health and Safety

- Ongoing flooring issues in The Engine Shed.

16. Any Other Business

Noted:

- SS stated there have been occasions when Student Leaders have been overlooked from the attendance panel invites, which does not adhere to policy. SS reiterated the importance of student representation and support at the panels.

Approved:

- The Executive Committee approved SS and JB sending an email response regarding the attendance panel.
- The Executive Committee approved RL, Fiona Purdy – Lead Student Advisor and Faye Handley – Advice Centre Advisor to attend the attendance panels should Student Leaders be unavailable.

- The Executive Committee approved Advice Centre Volunteers to attend the attendance panels should Student Leaders be unavailable.

17. **Date of Next Meeting:** 6th March 2017

Chair

Signed

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Unconfirmed