



## UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 27<sup>th</sup> June 2016 at 10am in the Students' Union Boardroom.

### Present:

Chair: Sammi Storey (SS) – President  
John-Paul Dickie (JPD) – Vice President Academic Affairs  
Will Fry (WF) – Vice President Activities  
Tasnim Hassan (TH) – Vice President Welfare and Community  
Aigerim Kuanysh (AK) – Vice President International  
James Brooks (JB) – Chief Executive

### Also in attendance:

Hannah Coleman (HC) – Head of HR, Charlie Garrod (CG) – Head of Commercial Service, Rowena Johnston-Aiken (RJA) – Head of Finance, Eilidh Faccenda (EF) – Office Assistant and Operations and Megan Graham (MG) – HR and Office Manager.

### 1.1 Apologies for Absence

- Nothing to note

### 1.2 Declarations of Interest

#### Noted:

- JPD declared a conflict of interest with discussing the EDEU Secondment.

#### Agreed:

- JPD to remain a voting member of the committee during the discussion.

### 2. Minutes of the Previous Meeting

The minutes of the previous meeting on the 7<sup>th</sup> June 2016 were agreed as accurate.

### 3. Matters Arising

#### Noted:

- The Union will continue to sell NUS cards until the 31<sup>st</sup> December 2016.
- The Enactus funding was allocated by WF abiding by the funding regulations for the Development Fund and Enactus have been informed.

#### Actioned:

- JB to speak to SM about the Fresher's Publications and the content of the marketing material.

### 4. Weekly Report:

#### Noted:

- The Swan is down again, the targets from last year did not have enough evidence to create realistic targets. Next year more accurate targets can be set.

### 5. Weeks Events

#### Noted:

- Nothing to Note

### 6. Licencing Application

**Noted;**

- Morrison's petrol Station is applying to be able to sell alcohol 24/7.
- This raises concerns for student welfare, as the location of the station is close to student accommodation, which needs to remain a safe space.
- CG can oppose the application as the Designated Premises Supervisor.

**Agreed:**

- Two oppositions will be submitted, one from the Students' Union and one from CG as the Designated Premises Supervisor.

## **7. iGlobal**

**Noted:**

- The International Business School are proposing a central hub called iGlobal for international students.
- It was suggested that this may affect the ability of Students' Union to fulfil new strategic objectives relating to International Students.
- It was suggested for AK to raise concerns for this.

**Actioned:**

- AK to discuss the iGlobal with DVC Sue Rigby in the next regular catch up.

## **8. Open Days**

**Noted:**

- There has been confusion with Open Days in the past.
- The Activities Manager has previously been facilitating the Open Days in the past with mainly Activities being involved.
- It was suggested that Student Leaders or Officers could be there on the day and to give a presentation.

**Actioned:**

- JB and SS to meet with Elly Sample, Director of Communications, Development and Marketing, and Julie Corden, Head of Events and Conferencing to discuss open days.

## **9. Engine Shed Premises Licence minor variation**

**Noted:**

- The current Engine Shed Licence limited the venue to what sporting events can be held indoors.
- Previously it was agreed to not have these types of events due to structures not being in place to facilitate them.
- There will be minor variations to the licence if these events will be in place.

**Agreed:**

- CG to look at changing the licence.

## **10. Wednesday Afternoon Report**

**Noted:**

- The UoL in the past have agreed for Wednesday Afternoons to be kept free for sporting events, however there were issues with teaching space to accommodate this change.
- The report proposes a drop down box for students to request not having Wednesday afternoon lectures so they are able to participate in sporting events.

**Actioned:**

- SS to present the report to DVC Sue Rigby.

## 11. All Student Members Meeting Dates

### Noted:

- There were concerns over the meetings around Easter and Exam times.
- There were also concerns over the meetings not meeting quoracy.
- It was suggested to increase the marketing of these meetings and encourage that the discussion points are made interesting to students.

### Agreed:

- The proposed dates of the All Student Members Meetings dates were approved.

## 12. Student Leader Verbal Updates

### 12.1 President

#### Noted:

- SS attended interviews last week.
- SS attended University Court to meet UoL investors and how the UoL originated.
- AKUMA will be met with in July to handover to WF.
- SS is currently working on Ops Plans.

### 12.2 Vice President Activities

#### Noted:

- Enactus will be awarded the following development fund requests:
  - **New Chapter Project:** Requested £350; Awarded £500
  - **Isolation Project:** Requested £400; Awarded £200
  - **Next Step:** Requested £500; Awarded £250
  - **Re-Envision:** Requested £350; Awarded £470
  - **Costa Verde:** Requested £5300; Awarded £1500
- WF is waiting on the breakdown of the Costa Rica materials before reviewing the request.
- AKUMA will be the next kit tender for the Students' Union.
- WF is holding sessions with Clubs and Societies before Fresher's week.
- A Wednesday Afternoon menu is being created for Clubs on.
- At the first BUCS day of the year the Sports Teams will all be invited to a buffet night to celebrate BUCS starting and promote the different catering options.
- A School Sports Day is being held before BUCS Starts.

#### Agreed:

- The Enactus funding was approved.

### 12.3 Vice President Academic Affairs:

#### Noted:

- JPD is currently working on Ops Plans.
- The College Officers also created their Ops Plans at the residential.
- The School of Architecture and Design won School of the Year.
- The Assessment and Feedback Guide is currently being reviewed with JPD.
- The Senior Rep Transition week has started with Academic Reps starting on the 1<sup>st</sup> July.
- The Business School Reps structure is being changed.
- AK and JPD are both going to the International Standing Group.

### 12.4 Vice President Welfare & Community

#### Noted:

- TH is currently working on Ops Plans after the Residential where Ops Plans were discussed in detail.

## **12.5 Vice President International**

### **Noted:**

- AK met with Judy Turner, International careers & Employability Advisor, and Bradley Smith, International Support Officer, about the website for International Students.
- AK and TH will be attending a Mature Students event.
- AK met with Scott McGinn (SM), Marketing Manager, to discuss the welcome Packs which will be delivered to all accommodation where international students stay.

## **13. Chief Executive Verbal Update**

### **Noted:**

- The Insurance increases will affect the Clubs and Societies insurance cost.
- Visit Lincoln want to work to attract International Students to Lincoln and promote events and attractions.
- Lindsay Westgarth, Student Voice Administrator, has handed in her notice as she is going to UAE in a managerial role.
- Tracey Hood, Activities Manager, is still off ill.
- The Deputy Chair and Supervising Trustee were both in agreement about the conduct of a Student Trustee being unacceptable.
- There have been discussions regarding NUSSL procurement
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### **Agreed:**

- AK to be involved in the Visit Lincoln project with SM.

### **Actioned:**

- WF to update on Clubs and Societies insurance.

## **14. Health and Safety**

### **Noted:**

- Asbestos report has been received for the Swan with no reports of asbestos.
- The principle designers for the Swan are being met with.

## **15. Any Other Business**

### **Noted:**

- It is the financial Year End.

## **16. Date of Next Meeting: 4<sup>th</sup> July 2016**

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Chair

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Date

Confirmed