



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union
 Executive Committee 7th August at 10am in
 James Brooks' Office (Students' Union)

Present:

- Kudzai Muzangaza (KM) – President (Chair)
- Luke Exton (LE) – Vice President Activities
- Tommy George (TG) – Vice President Academic Affairs
- Connor Delany (CD) – Vice President Welfare and Community
- Sophia Liu (SL) – Vice President International
- James Brooks (JB) – Chief Executive

Also in attendance:

- Holly Millar (HM) – Executive Assistant

1.	Apologies for absence
	<ul style="list-style-type: none"> • None declared.
	Declarations of Interest
	<ul style="list-style-type: none"> • None declared.
2.	Minutes of the previous meeting held on 31st July 2017
	<ul style="list-style-type: none"> • The minutes of the meeting were agreed to be an accurate record of the meeting subject to amendment of the following amendments: <ul style="list-style-type: none"> - Kudzai Muzangaza should have been listed as the Chair.
3.	Matters Arising
	<ul style="list-style-type: none"> • No items were raised for discussion.
4.	Weekly Report
	<ul style="list-style-type: none"> • JB noted that the Dry element from The Swan might be missing from the bdget.
	Action:
	<ul style="list-style-type: none"> • JB to look into with Charlie Garrod (CG).
5.	Weeks Events
	<ul style="list-style-type: none"> • Document taken as read.
6.	Student Leader Time Analysis
	<ul style="list-style-type: none"> • Documents taken as read. • It was agreed that Shanna Limm (SL) would compile these on a Thursday to Thursday basis going forwards. • KM reiterated the need to make sure as much time as possible was categorised in Student Leaders' diaries to minimise unaccounted hours.
	Action:
	<ul style="list-style-type: none"> • The group agreed that the Time Analyses would be uploaded to the SU website going forwards; HM to upload accordingly and ensure that reminders for the Student Leaders' calendars to categorise their time.

7.	SUGGESTIONS
	<ul style="list-style-type: none"> • KM noted that the works at the Library as discussed last week (temperature control and water fountains) were ongoing.
	<ul style="list-style-type: none"> • TM noted that he had met with Grant Anderson regarding the cost of retrofitting the lecture theatres with power sockets; it was suggested that the University would retrofit a key lecture theatre in the first instance, such as Jackson, and work on further theatres would be completed during routine refurbishments over the next five years.
8.	Student Written Submission
	<ul style="list-style-type: none"> • The document was taken as read.
	<ul style="list-style-type: none"> • TG's noted his concerns regarding the University's Office of Quality Standards and Partnerships (OQSP), but that this would be mitigated by establishing his stance in the minutes of the meetings.
	<ul style="list-style-type: none"> • KM noted his concerns regarding the timelines noted under Representation.
	<ul style="list-style-type: none"> • JB noted that historically this document had been an academic report but that it would evolve going forwards.
	<ul style="list-style-type: none"> • CD noted that the document only referred to there being one PG Officer but that this would change going forwards.
	Action
	<ul style="list-style-type: none"> • HM to provide feedback to Scott McGinn.
9.	NSS Boycott Policy
	<ul style="list-style-type: none"> • KM noted that the wording of policy was grounds for not supporting the boycott.
	Action
	<ul style="list-style-type: none"> • JB to look into whether the NSS was still linked to tuition fees prior to the group making a final decision on not supporting the boycott.
10.	Education Student Enrolment
	<ul style="list-style-type: none"> • TG noted his concerns regarding PGCE students from the Republic of Ireland who did not gain access to Blackboard until they physically enrolled at the University.
	<ul style="list-style-type: none"> • It was agreed by the group that more information was required on this issue.
	Action
	<ul style="list-style-type: none"> • TG to be invited to and attend JB's next meeting with Chris Spendlove if possible.
11.	Student Leaders' Budget
	<ul style="list-style-type: none"> • KM requested that all Student Leaders map their Ops Plans against their respective budgets.
	<ul style="list-style-type: none"> • deadline of next Monday for rough indications of times and costings.
	Action
	<ul style="list-style-type: none"> • Student Leaders to provide initial drafts of costings to HM by 14th August.
12.	RAG Initiative
	<ul style="list-style-type: none"> • LE suggested an initiative in which people are challenged to try and balance a £1 coin on a lemon floating in a bowl of water at Tower Bar and The Swan; anyone who managed it would win one free drink of their choice.
13.	Leadership Feedback of the Week

	<ul style="list-style-type: none"> It was noted that the question of team building ideas had been rolled over for the week due to staff annual leave.
14.	Student Leader verbal updates:
	President
	KM noted the following:
	<ul style="list-style-type: none"> He had attended a Community Leadership Group meeting on 1st August and provided a five-minute verbal presentation, the headlines of which would be included in the Council's submission to CCG regarding the proposed closure of the Walk In Centre (WiC).
	<ul style="list-style-type: none"> The Ops Plans presented to the staff had been well received.
	VP Activities
	LE provided the following update:
	<ul style="list-style-type: none"> The issue of the LPAC Hire Costs was ongoing.
	<ul style="list-style-type: none"> The possibility of sponsorship for clubs going on Tour had been offered, with a certain amount to be put back into their club accounts for each person attending; possible destinations were Italy, Croatia or Prague.
	<ul style="list-style-type: none"> There was the possibility of a Societies Tour occurring as well, in either Barcelona, Paris or Amsterdam.
	<ul style="list-style-type: none"> He would be working with Lorna Cruickshank (LC) regarding the Cathedral Cup going forwards.
	VP Academic Affairs
	TG noted the following:
	<ul style="list-style-type: none"> He had met with Fay Clemenson at the Library on a project called Getting Started, focussing on students' concerns in anticipation of starting their courses.
	<ul style="list-style-type: none"> He had met with Jennifer Barnes (JBa) to discuss the Student Intervention Project whose aim was to produce materials to ensure students were on track throughout year.
	VP Welfare and Community
	CD noted the following:
	<ul style="list-style-type: none"> He had attended the NUS Lead & Change event between 1st and 3rd August.
	<ul style="list-style-type: none"> He had spoken to a student last week regarding the University's Transsexual Policy; JB noted that concerns in this regard could be discussed with Judith Carey (JC) (Director of Student Affairs) as necessary.
	<ul style="list-style-type: none"> He had been invited to deliver training sessions on campus to Student Activists as a Labour Student member; the group did not raise any objections.
	VP International
	SL noted the following:
	<ul style="list-style-type: none"> She had met with Subash Chellaiah (SC) (Multi-Faith Chaplaincy Co-Ordinator) on 31st July.
	<ul style="list-style-type: none"> She had attended a meeting regarding European Exchange students.
	<ul style="list-style-type: none"> She would be working with LC regarding organising trips for International Students and Society presence at the International Student Welcome events.
15.	Chief Executive verbal update

JB noted the following:	
	<ul style="list-style-type: none"> The effect of NUS Quality needed to be considered as it was a measure of the Unions' performance.
	<ul style="list-style-type: none"> A working group had been put in place to establish and improve the environmental impact that the Student Union had.
	<ul style="list-style-type: none"> Best Bar None results had been received and the venues had placed third overall.
	<ul style="list-style-type: none"> The standard protocol within BUCS was that all the relevant students were auto-enrolled (at a cost) and therefore eligible to compete nationally; it was proposed and provisionally agreed that Lincoln opt out.
	<ul style="list-style-type: none"> There was a requirement to set aside a balancing figure associated with a historical pension scheme based on the market value of the scheme; the changes were attributable to the post-Brexit market and the expectations therein.
	<ul style="list-style-type: none"> In light of the aforementioned balancing figures, it was important for all budget-holders to adhere to their respective budgets.
	<ul style="list-style-type: none"> There was also a balancing line in the accounts for holidays not taken by 30th June 2017, but that this was to be expected each year due to much holiday time being taken over July and August.
	<ul style="list-style-type: none"> Regarding the re-opening of The Swan, HM would be compiling a list of attendees based on the SU Awards; Student Leaders to propose people for inclusion on the list.
	<ul style="list-style-type: none"> JB, HM and Hannah Coleman (Deputy Chief Executive) would be attending a training event regarding Code of Governance in Manchester on 30th August.
	<ul style="list-style-type: none"> The staff Ops Plans and Impact Report was ongoing; it was envisioned that all the Ops Plans, including the Student Leaders', would align with the 2016-21 Strategy, particularly the themes.
16.	Any Other Business
	<ul style="list-style-type: none"> KM noted that he had attended a meeting regarding the WiC on 4th August and received a considerable number of signed paper petitions, totalling over 3,000 signatures; it was agreed that KM would draft an open letter to Lincolnshire West CCG.
	<ul style="list-style-type: none"> CD requested that contact details for shows be made clear for attendees to query access requirements; JB noted that this was more difficult to implement on third party websites such as SeeTickets.
	<ul style="list-style-type: none"> Post meeting note: KM notified the group that he had received an open letter from Bradley Allsop regarding the 'Free Speech' and 'Disciplinary Reform' motions passed by the student body at the emergency All Members Meeting (AMM) on 20th March 2017; the letter was requesting that a full explanation of the reasons for the rejections be provided, amongst other transparency measures.
	Action
	<ul style="list-style-type: none"> The group all confirmed their agreement that KM would reply both to the letter and the individual signatories.
17.	Date of Next Meeting: 14th August 2017

Chair

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Signed

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