



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE MEETING

10am, 9th October 2017
Chief Executive's Office, Students' Union

MINUTES

Present:

Name	Job Title
Kudzai Muzangaza (KM)	President (Chair)
Luke Exton (LE)	Vice President Activities
Connor Delany (CD)	Vice President Welfare and Community
Sophia Liu (SLi)	Vice President International
Tommy George (TG)	Vice President Academic Affairs (<i>present until Item 14 only</i>)
James Brooks (JB)	Chief Executive
Amy O'Sullivan (AO)	Student Insight Coordinator (<i>present for Item 11 only</i>)
Jennifer Barnes (JBa)	Student Voice and Impact Manager (<i>present for Item 12 only</i>)

Also in attendance

Shanna Limm (SLm)	Office Assistant
Holly Millar (HM)	Executive Assistant

	Item	Action
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 2nd October 2017 <ul style="list-style-type: none">The minutes were agreed to be an accurate record of the meeting.	
3.	Minutes of the previous SMT meeting held on 2nd October 2017 <ul style="list-style-type: none">Document taken as read.	
4.	Matters Arising <ul style="list-style-type: none">No items were raised for discussion.	
5.	Weekly Report <ul style="list-style-type: none">It was noted that the variance at Engine Shed was due to the number of high profile events (eg: Lethal Bizzle) this time last year.Regarding coffee sales, JB noted that they had considered purchasing a coffee machine and implementing barista training, although thus far it had not proved cost effective.	
6.	Weeks Events <ul style="list-style-type: none">Document taken as read.	
7.	Student Leader Time Analyses <ul style="list-style-type: none">Document taken as read.	
8.	Suggestions <ul style="list-style-type: none">KM noted that there had been thirteen SUggestions had been submitted so far this year, with four more awaiting staff review.Regarding the provision of lockers, KM noted that Harvey Dowdy (HD) (Director of Estates) had requested a business case, including case studies from other Universities with similar schemes.	



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- CD noted that it had been decided that the idea that Darude's song 'Sandstorm' being designated as the University's official anthem was not feasible for rights reasons; KM to re-assign this SUGgestion to himself and formally decline. **KM**
 - It was noted that one of the current SUGgestions related to a proposed shop on campus to enable students to buy their University kits more efficiently.
 - KM noted that the proposal of microwaves for student use in various buildings was not feasible due to the associated maintenance and cleaning that would be required. TG noted that references to this idea would need to be removed from Open Day presentations and that it could be replaced with the LPAC student discount and plug sockets; KM to action and contact the proposer. **KM**
- 9. GOATing Update**
- LE noted that BUCS competitions were starting this week; KM noted that it was important that as many of them attended BUCS games as possible. TG noted that many of the University meetings that he was required to attend occurred at this time and therefore regular attendance may be difficult for him.
- 10. New Society Applications**
- **Table Tennis Society**
 - **Fetish Society**
 - Further to a query whether Table Tennis was a Sport or a Society, JB confirmed that HMRC defined it as a Sport and that future applications should reflect adherence to this definition. KM requested that the application form be amended to include a tick box, for Office Use, to make this distinction. **LE**
 - The group approved the Table Tennis application (5-0).
 - The group approved the Fetish Society application (5-0) and agreed that a bespoke safeguarding training module would be created on SUMS, allowing all Society Committee Members the option to undertake this training.
- 11. Governance Policy for SCoTs**
- AO outlined this policy and noted that its purpose was to clarify the SCoTs' responsibilities; the group approved this policy (5-0).
- 12. Volunteer Training Review**
- JBa noted that she would be amending the Bye Laws in light of this review; the group commended JBa for her work on this.
 - LE queried the practicalities of the recommendation to produce of a formal agenda; it was noted that this could either be presented on the day or distributed by email beforehand.
- 13. Digital Education Showcase**
- TG noted that the Lincoln Academy of Learning and Teaching (LALT) were hosting this event and that other University departments and External Companies would be present on the day; TG to provide a list to the group. TG noted that he would be speaking at the opening with Andy Beggan (AB) (Dean of Digital Education) and DVC Sue Rigby (SR). **TG**
 - The group agreed that this could be advertised via the SU's social medial channels but that the SU would not require a stand.



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14. Getting Started Transition Research

- TG noted that this was a University initiative aimed at learning about students concerns prior to starting University and how they felt their transition to University life had gone. The group agreed that this could be promoted via the SU's social media.

15. York St. John Mini-Varsity

- LE noted that he had been contacted by the President of York St John Students' Union regarding the creation of a 'mini-varisty' tournament on 3rd February between the two SUs, at a cost of £9 p/p for travel; the group agreed that LE should progress with this idea.

16. Leadership Feedback of the Week

- It was noted that the Leadership group had been asked for feedback on how they felt Freshers' Week had run this year; HM to schedule a meeting between JB and the Student Leaders to discuss this and provide feedback from their perspective.
Post-meeting note: the meeting was scheduled for 12:30pm on 20th October.

HM

17. Student Leader Verbal Updates

President

KM noted the following:

- The Board of Trustees meeting (BoT) 3rd October had gone particularly well.
- He had been liaising with Bradley Allsop regarding the upcoming All Student Members Meeting on 16th October.

VP Activities

LE noted the following:

- The numbers of attendees at the Social Sport sessions had been high.
- The Student Discount for LPAC bookings had been announced.
- The agreement for photography at BUCS had been agreed and signed.

VP Academic Affairs

TG noted the following by written update:

- The recording of Course Rep training materials was ongoing.
- The Vice Chancellor's presentation on 3rd October had been very interesting.
- He had met with the Senior Rep group to discuss campaign plans.

VP Welfare and Community

CD noted the following:

- All Campaigns Officer positions had been elected to, with more than one running for each position.
- He was promoting voter registration amongst the student body in light of the upcoming Carholme By-Election.
- There will be a consultation undertaken at Lincoln City Council regarding Regulation 7 in the Town and County Planning (Control of Advertisement) Regulations 2007 which would prohibit the use of 'To Let' signed on rental accommodation, which would

CD



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particularly benefit students as the signage marked the properties out as targets for burglary; JB suggested that CD take this as a motion to the ASM.

- He would be drafting a paper regarding the barriers to education faced by student carers.

VP International

SLi noted the following:

- The International Friends training last Wednesday had been well attended , with further individual sessions scheduled for Wednesday and Thursday of this week.
- The Open Day on 7th October had gone well.

18. Chief Executive verbal update

JB noted the following:

- He would be in Canterbury on 11th October to meet with Kent University Students' Union regarding how they utilised the Students' Union Management System (SUMS) platform.
- The Marking and Communications department were working on a new template for th SU website which would be presented to the group for approval in due course.
- He felt that the BoT meeting had gone particularly well and that the group had presented themselves very well to the External Trustees.

19. Any Other Business

- Regarding the ongoing Blackboard situation, TG noted the following:
 - The system had gone down again over the weekend, which JB had altered the University IT Department to.
 - AT the time of meeting, an Incident Management Team meeting had not been scheduled by the University.
 - Some students had experienced issues with their Blackboard passwords.
 - The situation had become untenable in terms of the SU being aligned to the University's stance on this.
 - He had tried to arrange a meeting with DVC Julian Free (JF) but this offer had been declined in light of the larger review that would be taking place.
 - He proposed requesting an audience with Vice Chancellor Mary Stuart (MS) to the group with the view of discussing IT at the University overall.
- KM suggested that a constructive paper, outlining concerns and possible solutions, be presented at the meeting with MS, including comments from students (particularly Work-Based Distance Learners) and requested that all of the Student Leaders attend; TG to draft the paper. TG
- It was agreed that the Student Leader budget would not be used for the purchase of Akuma bags for the group.
- KM requested that the group promote the ASM via their respective social media accounts. All
- It was noted that TG and CD would attend the NUS Zones Conference on 23rd and 24th October.
- KM agreed to liaise with the Afro-Caribbean Society regarding possible events in light of Black History Month. KM



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20. Date of Next Meeting: 10am, 16th October 2017

Chair

Signed

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FOR APPROVAL