

Societies Hub

Thu 06-12-2018 5.40-6.25pm

NDH 1010

Attendees	Cassandra Coakley CC (Vice President Activities) Jessica Skill JS (Societies Assistant) Katie Maloney KM (Sports Officer) Lorna Cruickshank LC (Activities Manager) Gemma Telezynska GT (Venue Manager) Jennifer Barnes JB (Head of Student Voice and Insight)
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5 Apologies received	Sci-Fi, Lincoln Makers and sellers, CSSA, Disney, Fashion and Design
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37 Attended	<p>Gaming Development (Jordan Maslen), Tabletop (Adam Ruff, Benjamin Wilson), 20 Minute Society (Anna Mcloughlin, Juliet Horner, Rhys Davies), ESports (Thomas Checksfield), Sing It (Harriet Gruender, Shay Young), Big Band (Laura Roberts), Catholic (Alvea Fernandes), Feminism (Thomas Vale), Socialist Students (Thomas Vale), LUGS (Emma Blackburn, Darcy Nason), Psychology (Emma Blackburn), HEMA (John Weightman), Electronic Music (Samuel Felton, Oliver Page), Harry Potter (Samuel Chambers), Indie (Kamala Adams, Chloe Woods), Orchestra (Thomas Duggan), E.C.O Society (Jessica Dagley, George Young, Abigail Shires), Juggling (Katie Knowles, Joshua Kirkham), Photography (Benjamin Hurst), Drama (Matthew Davis, Lauren Shaw), Book Club (Alyce Mulley, Rebecca White, Olivia Starr), Rock (Matthew Hogan), Conservative (Seth Goddard), Medical (Taliha Samar), South Asian (Maryam Choudhury), Islamic (Ibraheem Uwais Ali) Creative Writing (Jessica Hanson), K-Wave (Rochelle James, Davina Kaur, Shannon Cooper, Harrison Charles), Liberal Democrats (Matthew Brooks), Assassin (Cameron Dobson), City Pubs (Robert Carr), Wildlife Conservation (Hannah Maloney), Poker (Jacob Bradbury), Politics (Jacob Bradbury), Fetish (Frances Batchelar), Christian Union (Benjamin Clark, Joel Tait), ACS (Chioma Peters), Gaming (Joshua Wilson), Terrible Film (Oliver Grundy, James Morrison)</p>
13 did not attend or give apologies.	

1. Welcome and Apologies

Welcome	1a CC Welcome and thanked the audience for attending and welcomed new Societies; Catholic Cry, Catholic, Indie and Super Smash Bros.
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2. Matters Arising

Finance	2a CC If you have any queries regarding your finances please email finance@lincolnsu.com
Refreshers	2c CC If you want to be included in Refreshers Fayre please email societies@lincolnsu.com
RAG	2e CC If you need any help with your fundraisers then please contact your RAG officer Emma at rag@lincolnsu.com

Accidents	2f	CC Please make sure you are completing an accident form for all accidents and near misses at www.lincolnsu.com/accident and select the Students Union.
Employability	2g	CC Ensure all volunteer hours are being logged on the Employability Dashboard. If you are struggling to access and navigate the Dashboard please e-mail employability@lincolnsu.com
Sports Centre	2h	CC E-mail as soon as possible for any developmental ideas for the Sports Centre or facilities to sports@lincolnsu.com

3. Society Officer Update

8 out of 10 Swans		CC Congratulations to History, Rock and Lib Dems for winning their rounds of 8 out of 10 Swans in November, the next rounds will be taking place on Monday 10th December from 18:00 in the Platform with; MAPS Vs Sci Fi, LUGS Vs Law and Psychology Vs Terrible Film. Please make sure you all attend and be supportive of all other societies. If you are interested in taking part there are still two places remaining for the round on Tuesday 29th January please email societies@lincolnsu.com
Purchase Request	3b	CC You must submit your purchase requests to allow 10 working days for this to be processed. A lot of these come in every day and time is needed to get through these. Purchase requests will not be approved without supporting documentation ie Events/Trip Applications and Designs and also sufficient funds in your accounts and risk assessments. If you require any information regarding your purchase request then please email finance@lincolnsu.com
Christmas Opening Times	3c	CC The SU will close for Christmas on December 22nd and we will be open again Monday 7th January, so if you have anything that you are needing please make sure you catch the department before this date. We will not be answer emails during this time.
Update Risk Assessment	3d	CC Please can you all review your risk assessment and ensure that it covers EVERYTHING including setting up of sessions, manual handling, slips/trips/falls, liquid spillage, clothing/PPE, Overcrowded session, Placement of personal belongings, Incorrect Technique, Equipment, Equipment Failure, Consumption of food, baking/cooking, electrical Equipment, Consumption of Alcohol, Cash Handling, Dehydration/Exhaustion, Disorderly Behaviour, Loud Noises/Flashing lights, Fire Risks, Travel, Driving, Walking/Biking to a location, Getting lost etc.

4. Vice President Activities Update

Park Run	4a	CC There is a 5k park run that you can all take part in for free it takes place every Saturday at 9am at Boutham Park and you can head to www.parkrun.org.uk/lincoln.com to find out more information and sign up.
I Love Tour	4b	CC The I love Tour Society trip to Prague will run from 21st-24th April costing £299pp and 1:15 free place ratio. The deposit deadline is Monday 7th January. Please head to their website at www.ilovetour.co.uk and use code 5902 to register your Society If you have any further questions please email Lois from I Love Tour – lois.jones@ilovetour.co.uk
UV Social Sport	4c	CC There is an exciting event coming up after Christmas to kick off Social Sport again which will be a UV Session. This will be on January

		17th 8-10pm in the Sports Centre and the sports that will be played are Sitting Volleyball, Badminton, Netball and Basketball.
We Are Lincoln Awards	4d	CC We Are Lincoln Awards will be taking place on Friday 3 rd May nominations will be going live soon so make sure you are thinking about who to vote for. Ticket sales do sell out so make sure you get these as soon as they go on sale.
SU Awards	4e	CC The SU are holding the 'SU Awards' in which the nominations are currently open for this. You can find out more information on the SU website at www.lincolnsu.com/suawards you are able to nominate people for the different categories via this link. You can nominate anyone, Staff, Student, School. Etc. The Awards are to Celebrate the community University wide.
Funding	4f	CC Well done to all of those that have been awarded funding this year. We have approved over £6,000 of funding so far and this month alone we have over £6,000 requested. The next deadline for Funding is February 6 th if you have any questions please email socieites@lincolnsu.com
Showcase	4g	CC Societies Showcase will be taking place on Friday 5th April, if you are interested in taking part please email societies@lincolnsu.com The final of 8 out of 10 Swans will also take part on this date. Last year we saw 250 students attend and over 10 Societies perform and we want to beat that this year. This isn't just about performing but also an opportunity to showcase anything your Society has achieved throughout the year.
Sports Centre Merchandise	4h	CC If you have been into the Sports Centre this week you may have noticed that they have a whole new range of merchandise out for the University. They have thousands of pounds worth of stock in so make sure you head over to give them a browse.
Film Screening Policy	4i	<p>CC Film screening policy information:</p> <ul style="list-style-type: none"> - All film bookings should be made via the Entertainments Manager - Activities can screen films for no charge if they only invite members of their activity through a non-profit method (i.e. closed Facebook group, emails to their members only). - All films must be shown via DVD - The film needs to be booked and approved by Film Bank Media before the screening can take place. - If the film screening is not just for members then points 3 and 4 still apply. If the capacity is up to 200 people there is a charge of £83 per film, per screening. - Over 200 people the charge per film and per screening is £139. <p>Please remember you MUST complete an event application when wanting to have any film screening.</p> <ul style="list-style-type: none"> - If you want to screen a film in a University building then you will need to contact the University and follow their 'Film Screening Policy' - If you need more information please refer to the Policy at www.lincolnsu.com/policies

External Speaker Policy	4j	<p>CC When booking External Speakers for an event you must submit the event form at least fourteen days prior to the event taking place.</p> <ul style="list-style-type: none"> - If the correct information is given then the External Speaker will be searched online if there is anything that could potentially breach the External Speaker Policy then this will be taken to Senior Management. - In this instance Senior Management will investigate this individual in which there may be recommendations made to reduce the risk. - Once these recommendations have been decided then the Chief Executive will liaise with the President in their role as Chair of the Trustee Board. <p>The Board of trustees decided to renew the policy to help with streamlining the process for Societies and Sports. This means speakers no longer need to sign the declaration. For more information please read the policy at www.lincolnsu.com/policies</p>
Varsity	4k	<p>Varsity will be held on March 23rd 2018. The cost will be in the region of £10 TBC which Includes Varsity pack! Please try and get involved or think of ideas how your Society can take part i.e. fundraisers, spectating etc. If you have any ideas or want to get involved but do not know how please email societies@lincolnsu.com</p>
Module Evaluation	4l	<p>The deadline for completion is Sunday 23rd December. You should all do this as it is really important for you course make sure that all of your members are filling this out to benefit the school.</p>

5. Tower Bar Sponsorship

		<p>CC Introduces Gemma Telezynska</p>
Tower Bar	5a	<p>GT We as a venue are here to support you as students and activities, we have devised a sponsorship that we hope you will all want to get involved in:</p> <ul style="list-style-type: none"> - Free hire of the bar for events in Platform if the bar takes over £100 at the event (£40 to hire if not) - Team Teas available in Tower Bar after your games or for your social <p>There will be different levels to the points target, worth different rewards at the end of the year:</p> <ul style="list-style-type: none"> - Level 1: Free use of Platform for your end of year awards night or celebration & a two-course meal for £5 per head - Level 2: Free use of Platform for your end of year awards night or celebration & a three-course meal for £5 per head - Level 3: Free use of Platform for your end of year awards night, a three-course meal for £5 per head, drinks reception, photobooth & karaoke <p>If this is something your Society is interested in please arrange a meeting with the Venue Manager Gemma by emailing gTelezynska@lincoln.ac.uk</p>

6. Officer Elections

Officer Elections	6a	<p>JB As a student you can go for any of the 5 student leader positions and you can do this at any point in your University career. Other</p>
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positions available are School Reps, Campaigns Network, Soc/Sports Officer however for these positions you MUST be a student in the next academic year.

There are lots of skills and experience that can be if you go for any of these roles. We want a high voting turnout so make sure you all get your members to vote.

Nominations: 14th Jan-8th Feb

Voting: 18th Feb-27th Feb

If you want any more information please email

elections@lincolnsu.com

7. Discussion Topic

How can we get more societies involved in Societies Showcase?

7a

- The showcase might be too late in the year to get more societies involved.
 - Screening performances on the projectors/raised seating.
 - More interaction with the audience.
 - More alcohol
 - Not just dominoes as the food option.
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8.AOB

NUS

8a

KM We want to get students opinions towards NUS. NUS are projecting a £3 million deficit and are currently discussing how they can address this. Consultations are taking place to discuss how relevant NUS is and they are trying to enact change on a government level. The SU will be arranging focus groups in the new year and launching a survey which will close on 21st December. We want to get students as involved as possible, we have a £52k bill each year towards NUS and want to know whether you think that its worth that bill.

As an SU we spend half a million pounds on alcohol which Lincoln is 6th in the UK for purchasing alcohol through NUS.

We made £39k less than what we projected from September to December. We have had many enquiries asking what is happening with the Barge, we are having issues crossing the I's and dotting T's and are waiting for a lease from the Bradford trust. The Barge will offer a different type of experience and will be along the lines of a wine/gin and cocktail bar.

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Purchase Request	If you require any information regarding your purchase request then please email finance@lincolnsu.com
I Love Tour	If you have questions regarding I Love Tour please email Lois at lois.jones@ilovetour.co.uk
SU Awards	You can find out more information on the SU Awards and place your nominations on the SU website at www.lincolnsu.com/suawards
Funding	The next deadline for Funding is February 6 th if you have any questions please email societies@lincolnsu.com
Societies Showcase	Societies Showcase will be taking place on Friday 5th April, if you are interested in taking part please email societies@lincolnsu.com

Film Screening Policy	If you need more information please refer to the Policy at www.lincolnsu.com/policies
External Speakers Policy	For more information please read the policy at www.lincolnsu.com/policies
Varsity	If you have any ideas or want to get involved but do not know how please email societies@lincolnsu.com
Tower Bar Sponsorship	To get involved with the Tower Bar Point System book a meeting with Gemma by emailing gTelezynska@lincoln.ac.uk . E-mail hire@lincolnsu.com to book a space or discuss your requirements to book a space. For more details see attachment.
Officer Elections	Nominations: 14th Jan-8th Feb Voting: 18th Feb-27th Feb If you want any more information please email elections@lincolnsu.com

**The Next Meeting Will Be Held:
Thurs 7th Feb 2019
Engine Shed
4:50-5:35pm**