



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 13th February 2017
at 10:00am 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:

Natasha Bailey (NB) – College of Arts Officer

Eilidh Faccenda (EF) – Office Assistant

1. 1.1 Apologies for absence

None.

1.2 Declarations of interest

- None declared.

2. Declaration of Any Other Business

3. Minutes of the previous meeting

Noted:

- The minutes of the meeting held on the 6th February 2017 were agreed as an accurate record of the meeting.

4. Matters Arising

Noted:

- TH's report regarding community engagement is ongoing.
- SS, JPD and TH discussed the careers shop window further outside the meeting, and agreed to support the university's proposal to make use of the space in the library.
- SS contacted the student who made a complaint, and Rachal Lilley, Advice Centre Manager has advised the student on the complaints procedure.

5. Weekly Report

Noted:

- JB pointed out that the figures the budgets are based on are from two years ago, and that the figures are a big improvement.

6. Weeks Event

Nothing to note.

7. New Sports and Societies Application: Target Shooting

Noted:

- The document was taken as read.

Approved:

- The Target Shooting Club was approved by the committee with 3 votes to 0.

8. Smalls for All

Noted:

- The document was taken as read.

Approved:

- The application for the project was approved with 3 votes to 0.

Actioned:

- SS to inform Jane Kilby, Volunteering and Employability Manager that the application for Smalls for All has been approved the Executive Committee.

9. Student Leader verbal updates

9.1 VP Welfare and Community

Noted:

- TH is working on the "Reclaim the Night" and "Never Ok" campaigns.
- Has provisionally booked self-defence sessions.
- Met with the community reps to discuss student led projects regarding "Save our Swans" and helping the homeless.
- Filmed the Never Ok campaign video with students last week.
- Is to film more for the Never Ok campaign with the student leaders in the next week.
- TH met with a manager of a health centre about gaining student feedback about the services they offer.
- JB said that GP surgeries have historically pressured SU's and universities to encourage their students to use certain surgeries, so that they have access to greater funding.
- The University of Lincoln has a policy against aligning with any specific surgery/health centre.
- TH is GOALing this week.

9.2 VP Academic Affairs

Noted:

- Attended the first Digital Education subcommittee.
- Presented with Mary Stewart, Vice Chancellor in London, and informed the group that it was positively received.

- Is attending a Student Engagement Champion meeting.
- JPD is discussing distance learners with Jennifer Barnes, Student Voice and Impact Manager.
- JPD is meeting with a member of the student administration team to discuss this year's student exam timetables.

9.3 President

Noted:

- Met with Elly Sample, Director of Communications, Development & Marketing to discuss the methods used for internal communication throughout the SU and the university.
- It was suggested that all communications around the university should come from a central system and be displayed on tv screens instead of coming from multiple places.
- JB suggested that the SU pay for half of the screens used for communications, as this would give the SU more of a say on what goes up on the screens to be viewed by students.
- SS went GOATing, and thanked TH for covering a lot of the GOATing in the student leaders' diaries.
- TH fed back that she felt that speaking to students about multiple issues made it harder to keep their attention and suggested that in future, only one message be shared with students.
- SS met with the Swan's Den candidates.
- SS covered the PG rep forum for JPD, while he was away in London. At the forum, democracy and the students' desire to put an end to All Students Members meetings.
- Fed back that the Facebook Live session was well received and viewed by students. There are now to be Facebook live sessions every other Monday

10. Chief Executive update

Noted:

- The leases for The Swan and The Engine Shed have now been confirmed as a 10-year lease with a 5 year break clause.
- Updated all that the new finance procedures, which includes the introduction of a "New Suppliers" form.
- The SU is now being audited from the 20th March 2017, which will make it difficult for the finance department to submit final accounts by 31st March 2017.
- Informed all that the staff survey is now live, and asked the student leaders to fill this in.
- JB is meeting with Kevin Pasco, Senior Business Intelligence Officer to discuss business continuity.
- JB met with a student to All Student Members (ASM) meetings.
- It was suggested that the ASM meetings be changed in the byelaws.

- JB informed the group that the SU's solicitors have drafted a change to the byelaws which would need to be approved at an Annual General Meeting (AGM).
- It was suggested that the ASM on the 28th March 2017 be converted into an AGM.
- JB reminded all that the AGM meeting would require at least 50 members to approve any change to the byelaws.

Actioned:

- SS, JPD and TH to discuss a potential AGM on the 28th March 2017 outside of this meeting.

11. Health and Safety

- The curtain in The Engine Shed has been installed.
- The flooring issues in The Engine Shed are ongoing.
- The SU is potentially moving its cleaning service in house from September 2017.

19. Any Other Business

Nothing to note.

20. Date of Next Meeting: 20th February 2017

Chair

Signed

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Confirmed