



UNIVERSITY OF LINCOLN STUDENTS' UNION
Executive Committee Meeting

10am, Monday 15th October 2018
Chief Executive's Office, Students' Union

Minutes

Present:

Name	Job Title
Kudzai Muzangaza (KM)	Students' Union President (Chair)
Tommy George (TG)	Vice President Education
Sophia Liu (SLi)	Vice President International
Grace Corn (GC)	Vice President Welfare and Community
Cassie Coakley (CC)	Vice President Activities
James Brooks (JB)	Chief Executive
Nial Francis (NF),	College of Social Science Officer
James Bayliss (JaBa)	College of Science Officer
Glen Allison (GAI)	College of Arts Officer
Mikhail Belovol (MB)	College of Business Officer (<i>present from points 4-14 only</i>)

Also in attendance:

Shanna Limm (SLm)	Office Assistant (note taking)
Emily Baldwin (EB)	Activities Co-ordinator (<i>present for point 10-15 only</i>)
Lorna Cruickshank (LC)	Activities Manager (<i>present from points 10-15 only</i>)
Sophie Carney (SC)	Advice Centre Manager (<i>present for point 16 only</i>)

Item

Action

Part A

1. Apologies for absence

- Hannah Coleman (HC), (Deputy CEO)

Declarations of Interest

- Document taken as read.

2. Minutes of the last Executive Committee meeting held on 8th October 2018

- The minutes were agreed to be an accurate record of the meeting.

3. Minutes of the last SMT meeting held on 8th October 2018

- KM queried the start date for the implementation of the Preoday app; JB noted that work was ongoing with the programme scheduled for development.

4. Matters Arising

- TG noted that he had discussed financial concerns for PG students with the Advice Centre department, with a list of concerns compiled and forwarded to GC.
- Further to this, TG noted that a recurrent concern for PG students was in relation to funding bids, with TG and GC to co-create an advisory document in order to proactively support individuals.
- GC noted that she and JB had met with Michael Redpath (Head of Events and Marketing) in order to discuss future RAG events/projects. It was noted that a follow-up meeting had been scheduled including the RAG Officer and relevant members of staff to clarify events and project opportunities.

TG/GC



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- JB noted that waiting times in Tower Bar were being monitored, with a decrease in customers during the evening noted throughout the previous weeks.
- The group discussed ways in which Tower Bar could increase customer attendance, with the group agreeing that sports promotion and general television screenings would improve the venue.
- TG noted that he had discussed uninterrupted contact time for students with Libby John, (LJ) (Pro Vice Chancellor / Head of College of Science) with the issue subsequently raised to the Timetabling department.

5. Weekly Report

- It was noted that there had been a significant increase in Activities drop-ins in comparison to the previous year.

6. Week's Events

- The group noted that there had been an increase in sport and society bookings within the venues which was positive to see.

7. SUGgestions

- KM noted that two new SUGgestions had been submitted to the platform.
- The group discussed promotional material for the SUGgestions platform following a decrease in submissions.

8. Informal Disciplinary

- KM noted that he would present the three ongoing Disciplinary reports at the next Executive Committee.
- KM noted that he had received numerous messages in relation to the immediate four-week suspension for those who throw bottles within Students' Union venues.
- The groups discussed the four-week sanction which had been agreed by the Executive Committee during the previous year and it was agreed that the ban set a precedent for those participating in Students' Union activities whilst also combatting anti-social behaviour.
- It was agreed that the four-week suspension would remain in place.

KM

9. GOATing

- KM emphasised the importance of SLs updating the GOATing module in order to indicate recurrent themes for discussion throughout the year.

10. Training Feedback/ International Students Report

- EB presented the group with the feedback collated regarding committee member training.
- KM noted that it was brilliant to see such a high level of positive feedback.
- In relation to the International Students Report, EB noted the statistics highlighted a low intake of international participants in sports and societies (17/18).
- It was noted that EB and SLi had discussed ways in which sports and societies could become more inclusive, with a list of suggestions compiled.



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- It was agreed that CC would discuss the matter in the next Activities Hub on 1st November, with potential input from the recently elected ISA Officer.

11. Foreign Trip – Law Society

- The group discussed the proposal; this was approved (5-0).

12. Affiliations

- **Rugby League**
- **Ultimate Frisbee**
- **Volleyball**
- KM raised a conflict of interest in relation to Rugby League; the group discussed the matter and the conflict was mitigated (4-0).
- All three affiliations were approved (5-0).

13. International Purchase – Ultimate Frisbee

- LC presented the group with a quote in relation to an international purchase by the Ultimate Frisbee Club.
- JB noted that had been taken to the Executive Committee for ratification in adherence to Charity Commission guidelines.

14. Development/Events Grant Approvals

- EB provided the group with an overview of the most recent Development/ Events Grants, including reasons as to why the submissions had been approved or declined.
- JB queried the ECO society's request in relation to litter picking equipment and suggested that the purchased tools be amalgamated with the Students' Union's Brayford Pool Clean-Up equipment.
- It was agreed that those declined would receive thorough feedback as to why their application wasn't successful.

15. Similar Societies Applications

- **ECO/Wildlife Conservation**
- **Debate/ Free Speech**
- **35mm/Photography**
- CC noted that similarities had been raised in relation to several society applications, with the matter raised at the most recent Activities Hub.
- Following feedback from the Hub meeting, it was agreed that the ECO and Wildlife Conservation societies exhibited dissimilarities and would therefore operate as separate groups.
- It was also agreed that the Debate and 35mm societies appeared to duplicate the Free Speech and Photography Societies respectively; consequently, it was agreed that these societies would not operate, however a committee member position was suggested within these groups with a social focussed remit.

16. Tab Article

- TG and SC provided the group with an update regarding concerns following a recent Tab article.



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- It was noted that an open forum was due to take place in the week to discuss concerns; it was agreed that TG would contact Jason Whittaker (JW) (Head of School of English & Journalism / Programme Leader) in order to invite the SLs and GAI to the forum. It was also agreed that a staff member from the Students' Union would attend in order to minute the meeting.

TG

17. SU Awards

- **Guestlist**

- It was agreed that this agenda point would be discussed in the next Executive Committee.

SLm

18. Campaigns Network Approved Funding

- The group discussed the funding applications received in relation to the Campaigns Network.
- It was agreed that the proposal in relation to the LGBT+ gender identity campaign would be opened to the student population with individuals invited to participate in the campaign at their own will.
- The applications were approved (5-0).

19. Viking House Update

- GC provided the group with an overview of the issues raised in relation to Viking House, with herself, KM and JB attending IMT meetings throughout the week.
- Further to these meetings, the welfare of the individuals impacted by the issues had been prioritised, with those affected being appropriately compensated.

20. Bottle Throwing Bans

- As discussed in agenda point 8.

21. Health and Safety Audit

- Document taken as read.

22. Student Leader Verbal Updates:

- **President**

KM noted the following:

- Although the Black History Month talk from Ilyas Nagdee didn't have as many attendees as he'd hoped the issues raised were incredibly valuable in relation to inclusivity in the university curriculum.
- Going forwards, he wanted to focus further on a more Inclusive Curriculum.
- The first Campaigns Network meeting had gone well.
- Films hosted by Wildwood for Black History Month had been well received.

- **VP Education**

TG noted the following:

- With the success of PG week, over 500 PG students had engaged with the SU.
- In addition to this, the PG fayre and PG pub quiz proved to be popular.



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- Lots more rep elections and training had taken place over throughout the week.
- Student pairings for the Student-Staff Insight Scheme launched last week.
- Officers had now been approved to attend the Education and Student Life Committee.
- Next week from 24th-25th October he would be attending an NUS Zones Conference.

- **VP International**

SLi submitted the following:

- Thirty International students from the Student Group visited the Students' Union on the previous Monday.
- The International Buddy training and meet-up session had gone well.
- A meeting had taken place with Stefan Prest (SP) (International Development Manager) in which it was confirmed that International students could collect hoodies from 10th October.
- The University Open Day on Sunday 14th had gone well.
- Her main focus throughout this week would be promoting Indoor Climbing and Diwali to International students.

- **VP Welfare & Community**

GC noted the following:

- The first Campaigns Network meeting had been a success with full attendance from Volunteer Officers and new measures in place to encourage honest discussion and scrutiny.
- She had attended the first Viking House Reps meeting in which compensations and plans for addressing snags were discussed.
- As a result, she had met with Mary Stuart (MS) (Vice Chancellor) in order to discuss the issues raised.
- Numerous IMT meetings had taken place throughout the previous week.
- The World Mental Health Day campaign of #BreakTheWall had received positive feedback on social media with 435 postcards taken overall.
- She had attended the Educations and Student Life Committee.
- Promo filming for Defeat the Meat had been fun.
- She had attended a charity lunch at the Chaplaincy in which the need for more multi-faith prayer spaces was discussed.

- **VP Activities**

CC noted the following:

- We Are Lincoln Lounge filming took place.
- She had assisted with events for both World Mental Health day and Postgraduate Week.
- The Education and Student Life Committee had taken place.
- She had attended the Black History Month "Why Is My Curriculum White?" talk, which had been informative and interesting.
- She had chaired both the Sport Lincoln meeting and the Activities Hub.

23. Officer Reports

- No issues were raised for discussion.



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24. Chief Executive Verbal Update

JB noted the following:

- MS would be visiting the Students' Union on 17th October.

25. Any Other Business

- LC noted that multiple sport and societies groups were up for adoption following the most recent Bye-Elections, due to unelected committee positions. It was suggested that a second Bye-Election take place as an additional opportunity for positions to be taken; this was approved (5-0).
- CC noted that the SnowSports Club had raised several queries in regards to kit having used an alternate supplier in previous years.
- The group queried whether an agreement had been ratified by the Executive Committee, with AKUMA to be used for all kit needs where possible as per the agreement in place.
- It was agreed that the matter of a signed agreement from Snow Sports would be looked into with further action to be taken should no contract be discovered.
- JB presented the group with the proposed office layout following the expansion of the SUMS and Web department.

CC

Part B

26. Student Leader Time Analysis:

- **5th- 11th October**
- KM noted that his analysed hours were below average as he'd been preoccupied with meetings regarding Viking House and Black History Month.
- CC also noted that her hours were down as a result of her authorised absence on 12th October.

27. New Society Applications

- **Catholic Society**
- **Chemistry Society**
- **Sailing**
- These applications were approved (5-0).

28. Date of Next Meeting: 10am, 22nd October 2018

Chair

Veronica Muzangara
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Signed

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