



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 6th June 2016 at
10am in the Students' Union Boardroom.

Present:

Chair: Hayley Jayne Wilkinson (HJW) – President
Sammi Storey (SS) – Vice President Activities
Nyasha Takawira (NT) – Vice President Academic Affairs
James Brooks (JB) – Chief Executive

Also in attendance:

Jane Kilby (JK) – Employability Manager, Rowena Johnston-Aiken (RJA) – Head of Finance, Megan Graham (MG) – HR and Office Assistant and Lindsay Westgarth (Agenda items 1-3 and 12).

1.1 Apologies for Absence

Apologies were received from Jenny Barnes (JenB) – Student Voice and Impact Manager Hannah Coleman (HC) – Head of HR and Operations.

1.2 Declarations of Interest

There were no declarations of interest.

2. Minutes of the Previous Meeting

The minutes of the previous meeting on the 11th and 16th May were agreed as accurate.

3. Matters Arising

Noted:

- A meeting has been arranged for the Graduate Attributes Framework.
- HJW has emailed the Board of Trustees regarding the complaint.

Actioned:

- RL to meet with Lighthouse to let them know about the ban being lifted.

4. Weekly Report

Noted:

- The Swan budget looks wrong; currently £11,000 was budgeted profit for the first week in June.

Actioned:

- JB/RJA to bring up the weekly report inaccuracies in leadership group.

5. Weeks Events

Nothing to note

6. EU Referendum

Noted:

- The Voter Registration Deadline is next week.

7. Tasnim – Black Students' Conference

Agreed:

- It was agreed via email that Tasnim Hassan was a delegate at the Black Students' Conference.

Actioned:

- HJW to ask Tasnim for a report of the conference.

8. University Committees

Actioned:

- HJW to bring the document to the next Executive Committee.

9. Naming of Marina Courts

Noted:

- Signet Wharf was the agreed name.

Actioned:

- HJW to speak to Ben Tindall, Web Developer, that his suggestion was used.

10. Recurring Dates in Student Leader Diaries

Noted:

- JB to speak to DVC Mary Stuart about some of the University meetings.

11. Keep Wednesday Free

- Documents will be circulated to the Executive Committee.

12. Society Constitutions

Noted:

- Liberation Groups have become Societies and the constitutions contain what was in the Standing Orders as they are Volunteer Officers.
- It was noted that there is a difference between a Participation and Representation Officer.
- Lindsay Westgarth was commended on the documents.

Agreed:

- The Disabled, LGBT+, Mature, Women's and BME constitutions were approved.

13. Fresher's Artwork

Noted:

- The Union logo needs to be included in everything.
- The Toten poles should be removed from the artwork.
- It was suggested to make sure any themes all fit together.

Agreed:

- SM to update at the next Executive Committee meeting.

14. Vinyls

Noted:

- These are the designs for on the outside of the building.
- It was suggested to change students to members and remove the Strongbow sales.
- Need to discuss the opening times of the Print Shop.
- The values design should be re-evaluated and the turquoise to be removed.
- It was suggested to only have the door to be seen through to keep confidentially.
- The two smaller panels around the Advice Centre door should be made see through.
- The two outside panels should be filled.
- Blue should be changed to dark red but kept for the extra details. Replace Elections with Course Reps.
- Should have strokes instead of drop shadow.

- The Student Leader door should have we're instead of we are at the end of the sentence.
- Wills sentence to e about student-led activities.
- Aya should have the box moved down and get shapes in the design.
- A softer arrow should be used on the panel for advice centre and tower bar directions.
- Engine Shed entrance with a red streak and add Tower Bar and students and let the students; union entrance be found with an arrow.
- You are here should be smaller as slightly more up from the coast.
- Remove the drop in the first floor meeting.
- It was suggested to have *reduced hours out of term time on reception door.

Agreed:

- The changes were approved.

15. HOME affiliation Agreement

Noted:

- Point 1 should be removed; the Union are not making HOME the only nightclub present at Fresher's events.
- Point 11 needs to be reworded "the part and feel".
- This document should be a sponsorship agreement rather than a affiliation agreement.

Actioned:

- JB to meet with Charlie Garrod, Head of Commercial Services, about the agreement.

16. School of the Month

Agreed:

- The School of Psychology won School of the Month for April.

17. Employee of the Month

- Nothing to note

18. Student Leader Verbal Updates

18.1 Vice President Activities

Noted:

- BUCS funding decisions have been released, this was not well received by all teams but after further meetings the teams were more receptive.
- All appeals from teams will be given to the Board of Trustees.
- The way Activities are formed has changed and there will be no presentation at Sport and Society Committee in order to become a society.
- SS and HC are looking at the way the committee meetings have been held and a new structure is being implemented.
- The sports programmes that are being introduced, BUCS, competitive and intramural, are being developed further.

18.2 Vice President Academic Affairs

Noted:

- NT has been on annual leave.
- The handover pack for Student Leaders has been amended.

18.3 President

Noted:

- HJW will be attending Board of Governors this week and presenting the new Students' Union strategy.
- Money Matters won 2 awards!
- HJW was commended on her work on the Money Matters campaigns.
- Liberation groups are becoming societies.

19. Chief Executive Verbal update

Noted:

- The Union followed the University of Lincoln's vaping policy, so vaping is not allowed in Students' Union buildings.
- There has been a move around in the main open plan office.
- Student Trustee training has started; 3 new student trustees have been appointed.
- The NUS affiliation fee has been confirmed as £43,000. 6 months' notice needs to be given to NUC and the affiliated would be removed from the 31st December 2016.
- The Union may be appealing the final amount due to disaffiliation mid-year.
- NUS Lead and Change is going ahead in the Engine Shed and will be advertised as being held at University of Lincoln Students' Union.

Agreed:

- Abusive and foul language on social media will result in people being removed or blocked from social media.

20. Health and Safety

Noted:

- The usage of the building during the Engine Shed Flooring will be detailed today.

21. Any Other Business.

Noted:

- The logo for the "are you work ready" campaign will be used on all activities that make student 'work ready'.
- It was suggested to change the name to "making you work ready".
- It was suggested to change all logo's to be within the circle to make it one identifiable brand.
- The Equestrian Social and Competing Sports would like to merge.
- Roger Buttery, External Trustee, will have his first term coming to an end, but the Union would like him to have another term in office.

Agreed:

- The "Making you work ready" logo was approved with suggestions.

Actioned:

- RJA to merge the equestrian social and competing banking.
- HJW to speak to Roger Buttery, External Trustee, about his next term in office.

22. Date of next meeting: 16th June 2016

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Chair

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Date