



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 7th November
2016 at 10:00am in the Students' Union Boardroom.

Present:

Chair: John-Paul Dickie (JD) – Vice President Academic Affairs
Tasnim Hassan (TH) – Vice President Welfare & Community
Will Fry (WF) – Vice President Activities
James Brooks (JB) – Chief Executive

Also in attendance:

Hannah Coleman (HC) – Head of HR/Deputy CEO
Rowena Johnston-Aiken (RJA) – Head of Finance
Charlie Garrod (CG) - Head of Commercial Services
Laura Crouch (LC) – Marketing Co-ordinator
Eilidh Faccenda (EF) – Office Assistant
Natasha Bailey (JB) – College of Arts Officer
Joshua Charles (JC) – College of Social Science Officer

1. 1.1 Apologies for absence

Sammi Storey -(SS) – President
Aigerim Kuanysh (AK) – Vice President International

1.2 Declarations of interest

- None declared.

2. Minutes of the previous meeting

Noted:

- The minutes of the meeting held on the 31st October were agreed as an accurate record.

3. Matters Arising

Noted:

- WF sent SS and Helena Buono, Employability Co-ordinator (HB) the power point slide.
- TH sent out an invitation regarding the Guide Dogs Event on the 14th November.
- WF spoke to Lorna Cruickshank (LoC), Activities manager and the Activities Department to create a plan for the Refreshers Fayre.

- EF added "The Refreshers Fayre" to the agenda for the Executive Committee, and invited Laura to attend all meetings to update.
- LC booked the Engine Shed out for the Refreshers Fayre on January 25th 2017.
- LC sent the prospectus through to the University of Lincoln to check.

Actioned:

- TH to send an email to Executive Committee highlight what information she wants the other Student Leaders to spread about the De-Stress event.
- TH to discuss ideas with staff within the union, and write a report with new suggestions on how the student population can better engage with the community in Lincoln. This report is to be submitted to the Executive Committee in the New Year.
- TH to arrange a filming date for the Never Okay video.
- JPD to promote the Rep Prep session after it occurs to highlight the promotion of Reps.

4. Weekly Report

Noted:

- JB pointed out there is a disparity between this and last year's figures, as last year's figures were in the week of Halloween, as opposed to the first week in November.

5. Weeks Events

Noted:

- John Plumridge, Director of Estates and Campus Services is leaving, and his leaving are taking place on Friday 11th November.

Actioned:

- JB to put John Plumridge's leaving drinks in all the Student Leaders' diaries.

6. Refreshers Fayre

Noted:

- LC has confirmed that the date for The Refreshers Fayre is Wednesday 25th January, and has booked out The Engine Shed for the fayre.
- The entertainment acts are currently being organised by Michael Redpath, Entertainments Manager.

7. Employee of the Month

Agreed:

- The Executive Committee voted and agreed October's Employee of the Month.

8. Student Led Project

Noted:

- The document was taken as read.

- Suggested that the wording of the title of the event was misleading. It was suggested that the wording be changed from “for refugees” be changed to “in support of refugees”.
- As CalAid is not an official charity, JB suggested it would be difficult to facilitate this coffee morning.

Agreed:

- More information was needed about how the coffee morning would be run from an operational side before this could be agreed.

Actioned:

- TH to speak to Jane Kilby (JK), Employability and Volunteering Manager and the student who submitted the proposal to gain more information about the student led CalAid coffee morning.

9. Standing Orders

Noted:

- The documents were taken as read.

Approved:

- All the standing orders submitted were approved by the Executive Committee.

10. School of the Month

Noted:

- The committee read the School of the Month nominations.

Agreed:

- The School of Computer Science was voted as the School of the Month for October.

11. Student Leader Verbal Updates

11.1 Vice President Activities

Noted:

- WF thanked Rebecca Duncan (RD), Societies Assistant, for her work on the Murder Mystery event.
- Fed back that the presentations for grant funding for Sports Teams went well.
- The women’s football and rugby teams won teams of the week.
- The next round of 8 out of 10 swans is to take place on Tuesday 8th November. WF asked the rest of the student leaders to push this to students.
- “This BUCS girl can” week is taking place the 7th – 13th November.

11.2 Vice President Academic Affairs

Noted:

- The first post graduate rep forum took place, with a quarter of all post-graduate reps attending.
- The first "rep prep" session took place, with 37 reps attending, JPD was pleased with the turnout.
- Went to look at printers with Ian Snowley, University Librarian.
- Is planning the NUS rally on the 19th November, and has booked a coach for the event.
- The threshold for minimum student attendance for the trip to London is 15. If 15 students do not want to attend the rally, the trip will be cancelled.
- JPD asked all the student leaders to promote the SUGgestions scheme, and to push Rep Prep.

11.3 VP Welfare and Community

Noted:

- Attended the House of Lords.
- Attended the second half of The SU away day.
- Held a "Never Okay" focus group, and 20 students attended, which was more than TH expected.
- Is arranging a time to film a "Never Okay" promotional video.
- GOALed about housing.
- TH is meeting with the Liberation officers.
- TH asked all the student leaders to promote a Transgender event on the 23rd November.
- TH asked the student leaders to promote a litter pick.

12. Chief Executive Verbal Update

Noted:

- The November 19th rally is being discussed at the All Student Members Meeting to gauge student opinion on whether they want to attend or not.
- JB has received an apology from the Bishop Grossotteste men's football team, for their conduct at the after party of the Cathedral Cup.
- HC is meeting with the General Manager of Bishop Grossotteste Students' Union to discuss the team's conduct.
- HC deputised for JB, and attended a meeting with the West End Residents Association (WERA).
- WERA asked that the Student Leaders raise the noise issue at the All Student Members meeting, to get students' feedback on this issue from their perspective.
- WERA have been invited to the Housing Fayre in January.
- WERA are keen for more students to attend the Carholme Community Forum.
- Rachal Lilley (RL), Advice Centre Manager, has been approached by Carers First, an organisation which works to support carers, to try and arrange drop in sessions through The Advice Centre.

- The student voice team are compiling a report on the New Starters Survey results, which will be submitted to the Executive Committee.

Agreed:

- The Executive Committee agreed that letting Carers First use The Advice Centre would benefit those students who have historically had little support from both the university and the students' union.

Actioned:

- TH to email the details of the next Carholme Community Forum to NB, and JC, so that they can attend.

13. Health and Safety

Noted:

- A new maglock has been installed on one of the doors in The Platform, due to the recent break in.
- Talks regarding the partition wall in The Engine Shed are ongoing.
- The floor in The Engine Shed has been deemed unfit for purpose, but a new floor has been put on hold pending funding.
- JB stated that this is unacceptable, as The Engine Shed is unfit for purpose, and is relatively new and should be replaced for free as soon as possible.

Actioned:

- CG to send a list of Health and Safety concerns to JB, so that they can be presented at the Board of Trustees.

14. Any Other Business

14.1 Competitive Grants for Sports Teams

Noted:

- 4 sports teams applied for grant funding via a panel hearing.
- The Cheerleading Team was granted £1000 by the panel.
- The Dodgeball Team was granted £1000 by the panel.
- The Dance Team was granted £1000 by the panel.
- The Volleyball Team was granted £200 but were asked to return and present a more detailed presentation and potentially be awarded the rest of the funds requested.

Approved:

- Executive Committee voted to ratify all the grants awarded by the panel to the sports teams.

14.2 SUGGESTIONS

Noted:

- A SUGgestion to put "Keep Left" signs on the Arts bridge on campus was fast-tracked through the SUGgestions scheme and brought to Executive Committee for approval.

Agreed:

- The Executive Committee agreed that putting "Keep Left" signs on the Arts bridge on campus was a good idea, and should be implemented.

Actioned:

- TH to lead on the SUGgestion to get a "Keep Left" sign put on the Arts bridge.
- JPD to show TH how to use SUMS to move forward with the SUGgestion to fit signs on the Arts bridge.

15. Date of Next Meeting: 14th November 2016

Chair

Signed

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Confirmed