

UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 11th April 2016 at
2:30pm 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:

Casey Blagg (CB) – Women's Football President (Agenda Item 6 only), Rebecca Siefers (RS) – Women's Football Treasurer/President Elect (Agenda Item 6 only), Jenny Barnes (JenB) – Student Voice and Impact Manager, Hannah Coleman (HC) – Head of HR and Operations (Agenda item 7 onwards), Rowena Johnston-Aiken (RJA) – Head of Finance and Megan Graham (MG) – HR and Office Assistant.

The Chair welcomed the new Head of Finance to the meeting.

1.1 Apologies for Absence

Apologies were received from Jane Kilby (JK) – Employability Manager.

1.2 Declarations of Interest

There were no declarations of interest.

2. Minutes of the Previous Meeting

The minutes from the meeting on the 4th April 2016 were agreed as accurate.

3. Matters Arising

Noted:

- The Student Charter has been updated by SS and sent back.
- Will Richardson, Venue Manager, and Scott McGinn, Marketing Manager, met and discussed the new logo for Tower Bar.
- JB informed all staff, through the Leadership Group Meeting, that JenB should be the NUS contact for the Union.
- Judith Carey, Director of Student Affairs, was invited to the All Student Members Meeting to explain the proposed funding changes.
- A simplified overview of the budget for the Access Agreement was written.
- Staff going to Varsity have been organised.

4. Weekly Report

Noted:

- Tower Bar is doing well after the budget variances.

5. Student Led Project

Noted:

- This is a community project which will be opened up to students one approved.

Agreed:

- The Guide Dogs Student Led Project was approved.

6. Women's Football FA Charter

Noted:

- The Women's Football Club want to be chartered by the Women's Football FA.
- This would give the Club extra support with funding and coaches and help provide development for the Club.
- The Women's Football Club would be invited to local FA events helping immerse the Club within the community.
- The application requires account details for the SU and/or Club and minutes from committee meetings to prove the Club is well established.
- The Students' Union would have to affiliate with the Women's Football FA in order for the Club to be chartered.
- The Women's Football FA provides development support for any Club application which is not approved for Chartership.
- It was suggested SS attend the meetings regarding the FA Chartership.

Agreed:

- Clarification is needed on the accounts the Women's Football FA require.
- The Women's Football FA Chartership application was approved for submission.
- The Women's Football Club will present at the All Student Members Meeting.

7. Student Leader Verbal Updates

7.1 Vice President Academic Affairs

Noted:

- NT attended the Iconic Imagery event last week which will use student images to promote recruitment.
- The University has seen nearly a 100% increase in Postgraduate Taught Applications due to the addition of Postgraduate Loans.
- NT will be on interview panels for University recruitment and inducting Snr. Reps.
- The School of English and Journalism Rep has asked if the Students' Union can donate vouchers for a charity event.
- The School of Fine and Performing Arts Rep is doing a Directors Challenge.

Actioned:

- NT to direct the School of English and Journalism to the Head of Commercial Services regarding the request for vouchers for the charity event.

7.2 Vice President Activities

Noted:

- SS attended the photo shoots with the New Student Leaders for 2016/17.
- Welcome Inductions with new Sports and Societies Committees were done.
- The Grant Committee met for the last time this academic year.
- Varsity will be taking place on Saturday 16th April, the promotional video was commended.
- The Activities Awards ticket deadline is Friday 15th April.
- Varsity and the Activities Awards will be advertised more on Social Media.
- Shortlisting for the Activities Awards has been done.
- Messages for Sports and Societies Committees should be given to SS.

7.3 President

Noted:

- The Money Matters Campaign has been shortlisted for two Awards at Employee Benefits.
- Marketing will advertise the importance of registering to vote.

- The Union should be able to recommend students to register to vote if we are not publically funded.
- Students will not be asked on their stance on the EU Referendum as publishing the findings may be viewed as promoting voting a specific way.

Actioned:

- SS to speak to Scott McGinn about registering to Vote.

8. Chief Executive Verbal Update

Noted:

- RJA started her employment at the Union today.
- The Engine Shed flooring will cost £121,000.
- NT was thanked for acting as president in HJW's absence.
- The Varsity video was commended.
- The Activities Manager is off long term sick, HC is overseeing the Activities Department until the Activities Manager returns. Small improvements are being made within the department.
- Updated By-laws will be presented at the All Student Members meeting.
- The Chair of Student Council will have the final say on if an idea can be published on the website, if there are issues the Board of Trustees will be consulted.
- York St Johns are interested in the Students' Union Management System (SUMS).
- The Students' Union is waiting on an agreement with Hull on SUMS ownership before any agreements are made.
- JB attended a review of the York St John Trustee Board.
- The Students' Union internal audit is going to the Board of Trustees; this has significant assurance with minor recommendations.
- Module Evaluation will be going live on the 18th April until the 2nd May.

Agreed:

- The by-laws will be presented at the All Student Members Meeting.

9. Health and Safety

Noted:

- A fire risk assessment on the 11th April 2016 highlighted things that can be fixed.
- Smoke detectors are being installed in The Swan before the rooms are used.

10. Any Other Business

Noted:

- The School of Nursing would like the University to be accredited for young carers and have requested the Students' Union to help get evidence on student carers; there is a lot of evidence on what they do for staff.

Agreed:

- The Students' Union will look into getting evidence from student carers.

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Chair

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Date