



UNIVERSITY OF LINCOLN STUDENTS' UNION
Executive Committee Meeting

9.30am, Monday 28th January 2019
Chief Executive's Office, Students' Union

Minutes

Present:

Name	Job Title
Kudzai Muzangaza (KM)	Students' Union President (Chair)
Tommy George (TG)	Vice President Education
Grace Corn (GC)	Vice President Welfare and Community
Cassie Coakley (CC)	Vice President Activities
Sophia Liu (SLi)	Vice President International
James Brooks (JB)	Chief Executive
Hannah Coleman (HC)	Deputy Chief Executive

Also in attendance:

Gemma Smart (GS)	Assistant Marketing and Comms Manager (<i>present for point 5 only</i>)
Shanna Limm (SLm)	Office Assistant (note taking)

Item

Action

Part A

It was agreed by the group that the meeting would enter reserved business (5-0).

1. **Apologies for absence**

- Mikhail Belovol (MB), College of Business Officer
- Glen Allison (GAI), College of Arts Officer
- Nial Francis (NF), College of Social Science Officer
- James Bayliss (JaBa), College of Science Officer

Declarations of Interest

- JB declared a conflict due to his personal friendship with Preoday's Chief Executive Nick Hucker (NH).

Health and Safety

- JB noted that he had received an email regarding an incident in the venue during the previous week and that this was being appropriately reviewed.

2. **Minutes of the last Executive Committee meetings held on 14th January 2019**

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

3. **Minutes of the last SMT meeting held on 14th and 21st January 2019**

- The minutes were taken as read.

4. **Matters Arising**

- KM noted that he was yet to contact Judith Carey (JC) (Director of Student Affairs) regarding student cards and agreed to pursue this during the next week.
- JB noted that he had discussed the SU website with Dan Willcocks (DW) (Marketing and Communications Manager) during a catch-up session, with updates needed for various Officer pages.

KM



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5. Elections Marketing

- Due to the content of the agenda point, it was noted that CC was conflicted. Therefore, it was agreed that she would vacate the room throughout the duration of the point.
- The group discussed conflicts amongst the group in relation to NUS Delegate positions; this was mitigated with the group agreeing that the information was to note and not discuss.
- GS provided the group with an overview of the proposed marketing campaigns for the upcoming elections.

6. Student Leader verbal updates:

• **President**

KM noted the following:

- He had attended PG Forum during the previous week, which was useful in terms of getting feedback on SU communications. It was also noted that PG students had suggested a focus for academic opportunities and funding incorporated into the PF Fayre.
- Further to this, he noted that feedback had been received from Undergraduate students suggesting that weekly texts highlighting the week's events would be beneficial.
- A meeting with the Islamic Society President had taken place, with the student creating an opinion piece which will later be published on the SU website.
- He had attended several graduation ceremonies alongside the Vice Chancellor's Award and Excellence Awards Ceremony.
- He had met with Belinda Colston (BC) (Professor of Analytical Chemistry and Cultural Heritage) regarding EDI awareness.
- Issues regarding attendance panels had been highlighted.
- He had met with Liz Mossop (LM) (Deputy Vice Chancellor) regarding the attainment gap, with much more focus to go into the project.

• **VP Education**

TG noted the following:

- He had been out of office on annual leave for the majority of the previous week.
- On 22nd January he had attended a TEF conference in Bristol which had been useful, with the group discussing issues with the current student declaration.
- He had attended the Clash of Castles at York St. John's University.

• **VP International**

SLi noted the following:

- Discussions had taken place regarding the Students' Union collaborating with an app specifically aimed at International students. It was agreed that SLi would discuss the matter with Michael Redpath (MR) (Head of Events and Marketing).
- A meeting with Dave Andrews (DA) (Head of Commercial Operations) had taken place with the two discussing the sale of dumplings as a culture share opportunity.

SLi



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- She and Lorna Cruickshank (LC) (Activities Manager) had met regarding the proposed international trip to Scotland with documentation awaited from I Love Tour.
- She had been invited to attend the LIBS International Committee.
- Almost 60 students attended the most recent International Welcome party at The Swan.
- She and GC had attended an Offer Holder Day during the previous week.

- **VP Welfare & Community**

GC noted the following:

- Both she and the Women's Officer had met with the Police Chief Constable in order to discuss street harassment and the Facebook Girl Gang chat which had been useful, with further work going into changing the night-time economic culture.
- The most recent Campaigns Network had gone well, with the group reviewing funding applications in a more vigorous fashion.
- She had attended SRG where the group discussed NSS.
- A query regarding microaggression had been raised by a University lecturer.
- It was noted that GC and KM would discuss the #metoo conference further to the Executive Committee.

GC/KM

- **VP Activities**

CC noted the following:

- The deadline for kit tender applications had now passed with 17 suppliers expressing their interest.
- Three meetings with potential kit suppliers had already taken place.
- She had attended the Academic Offences Committee during the previous week.
- The Clash of the Castles at York St John's had been excellent.

7. Chief Executive Verbal Update

- Jim Dickinson (JD) (WonkHE) had visited the Students' Union in order to discuss developments in the HE sector and possible strategic partnerships in relation to SUMS.
- Sheffield, Loughborough and Bath Spa were now confirmed additions to the SUMS platform.
- Work on The Barge was now ongoing.
- A response had been sent in relation to VAT regulations.
- He and HC had attended the National CEO event in Cardiff.

8. LGBT+ History Month

- HC provided the group with an overview of the LGBT+ Officer's proposal for LGBT+ History Month.
- The group queried funding in relation to the events with HC noting that she was due to meet with the Officer later in the week.

9. RAG Week 2018 Review

- Document taken as read.



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10. Let Email

- It was agreed that the agenda point would be taken to the next Executive Committee on 11th February.

11. Executive Committee Discussion

- Due to time constraints it was agreed that the group would meet during the week to discuss the matter.

12. Any Other Business

- No items were raised for discussion.

Part B

13. Student Leader Time Analysis:

- 11th-17th January 2019
- 16th-22nd January 2019
- Documents were taken as read.

14. New Society Application:

- Animal Rights
- CC noted that the application highlighted similarities with several other societies with the subject already popular. It was agreed that the application would be taken to the next Activities Hub for discussion, with the recommendations to be brought back to the Executive Committee at CC's discretion.

CC

15. Campaigns Network Standing Orders

- These were approved (5-0).

16. OfS Bid Documents

- Document taken as read.

17. Date of Next Meeting: 10am, 11th February 2019

Chair

Signed