



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 28th
September 2015 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 (Agenda item 10 only)
Wade Baverstock (WB) – Vice President Welfare and Community
James Brooks (JB) – Chief Executive

Also in attendance:

Jane Kilby (JK) – Volunteering Manager; Jenny Barnes (JenB) – Student Voice and Impact Manager (agenda item 5 onwards); Hannah Coleman (HC) – Head of HR and Operations and Megan Graham (MG) – Office Administrator.

1.

1.1 Apologies for Absence

Apologies received from Aidan Mersh (AM) – Head of Membership Services and Marketing

1.2 Declarations of interest

Noted:

- MG declared an interest for 10.3 Recruitment Any Other Business agenda item.

Agreed

- MG to leave the room during the discussion.

2. Minutes of the Previous Meeting

The minutes of the meeting on the 21st September 2015 were agreed as accurate.

3. Matters Arising

Noted:

- The Prevent Agenda will be taken to Student Council be decided.
- The Merit Award will be added to the next Executive Committee Agenda.
- The Societies note in the Pound in Your Pocket has been amended.

Actioned

- WB/JB to investigate the liberation terms of office being defined and to start before the summer.
- WB to speak to Heather Grover about social media content for SHUSH campaigns.

4. Fairtrade University Status

Noted/Discussed:

- The Fairtrade Foundation has started a Fairtrade University Accreditation Scheme.
- To achieve the accreditation the University need a Student Rep, Catering Department Rep and University Rep to sign the application.
- The Fairtrade Steering group meets 3 times a year.
- It was suggested that Fairtrade products should be investigated for within Students' Union venues.

Agreed:

- The Union agreed to collaborate on this project.
- WB and MG will sit on the steering group.

Confirmed

5. Pound in Your Pocket

Agreed:

- The document is to be approved but not promulgated until there has been clarification on the recommendations for the UoL.

Actioned:

- JB and JenB to create a supplementary document with a more comprehensive list of recommendations to be created, both for within the Union and for the UoL.

6. Teaching Excellence Framework (TEF)

Noted/Discussed:

- This framework is a government initiative that allows Universities to increase their tuition fees depending on the award received in the framework.
- The government are also proposing that the tuition fees will increase with inflation.
- There is a need to assess and improve HE quality and value for money but all the information for the Framework has not yet been released.

Agreed:

- The Executive Committee agree with the TEF and the fee increase with inflation but do not agree with additional tuition fee increases.
- TEF to be added to the next Executive Committee Agenda.

7. Sabbatical Officer Verbal Updates

7.1 Vice President Welfare and Community

Noted:

- The Community Gala on Sunday 17th September 2015 went well.
- SU Helpers were commended on their work.
- There are currently 30 active cases within the Advice Centre, 6 relating to housing.
- WB wishes to get verbal reports back from Liberation Officers who attended conferences last year.
- Campaigns are being organised to go to the Zones Meetings.

7.2 Vice President Activities

Noted:

- The Union Trips for the year have been decided: London including Wicked at the West End; Thorpe Park; Manchester Christmas Market.
- Go Ape was highly popular although due to cost this may be pitched to Sports and Societies as a team building day.
- The Pep Rally is being organised, the T-shirt is due to cost £7.50 and includes free pizza, entry to Quack, the fully day of matches and inflatables.
- Helen Evens, Sports Facilities Manager, is to attend Sports Council.
- On the recent Open Day only one person giving tours came to the Students Union, a different position on campus may be more effective.

7.3 President

Noted:

- HJW is currently advertising the Money Matter campaign.
- The fact sheet supplied by Wealth at Work was not detailed enough; Ian Hodson, Rewards and Benefits Manager, and Natasha Halsall, Pensions Manager, are speaking to Wealth at Work regarding the content.

- HJW will be giving a presentation on 30th September to the Board of Governors.

Confirmed

8. Chief Executive Verbal Update

Noted:

- There have been more noise complaints from West End Residents.
- On the West End Residents Association Facebook Page the Union and UoL received good feedback on how the complaints are being handled.
- The SU Helpers thank you meal is to take place 28th September.
- On Friday HC, JB and Charlie Garrod, Head of Commercial Services, will be going to an employment seminar in Grimsby to discuss staff engagement.
- The Strategy research is progressing well; video diary students are in place.
- Scott McGinn, Acting Marketing Manager, will meet with Student Leaders to discuss the branding of the Students' Union Strategy.
- The first Elections meeting is scheduled with Hayley Jayne looking at the grid for elections to recruit people to run in the elections.
- Player Layer are damaging the Union as an organisation, they may be met with Thursday 1st October.

Agreed:

- JenB will be the Assistant Returning Officer for the Elections Sub-Committee.

9. Health and Safety

Noted:

- The University has submitted everything from the recent Fire Review; the Union is waiting to hear back from the Fire Brigade.

10. Any Other Business

10.1 Trips

- The trip to Nottingham was very popular; there are reservations on this trip for Student Safety.

Actioned:

- HJW to speak to Officers at Nottingham Trent Union about hosting the event.
- SS and Laura Crouch, Acting Communications Co-ordinator, to create a plan for the night and bring back to the Executive Committee.

10.2 Accreditation Scheme

- The motion for Student Council will wait until the meeting with Michael Ball.

Actioned:

- WB to speak to Michael Ball, Residential Services Manager, about the critical date for the accreditation scheme.

10.3 Recruitment

- A Caretaker/Handyperson and a HR and Office Assistant to be recruited for due to a restructure within the HR and Office department.

10.4 PG Event

- The idea for a Postgraduate Event is being investigated.

Date of Next Meeting: 5th October 2015

.....
Chair

.....
Date