



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 2nd November 2015 at 10am in the Students' Union Boardroom.

Present:

Chair: Hayley Jayne Wilkinson (HJW) – President
Nyasha Takawira (NT) – Vice President Academic Affairs
Wade Baverstock (WB) – Vice President Welfare and Community
James Brooks (JB) – Chief Executive

Also in attendance:

Hannah Coleman (HC) – Head of HR and Operations and Megan Graham (MG) –HR and Office Assistant.

1.1 Apologies for Absence

Apologies were received from Sammi Storey (SS) – Vice President Activities.

1.2 Declarations of Interest

There were no declarations of interest.

2. Minutes of the Previous Meeting

The minutes of the meeting on the 26th October were approved.

3. Matters Arising

Noted:

- RL was invited to the meeting with HJW, JB and Nathan Penny.
- Lindsay Westgarth (LW), Student Voice Administrator, circulated the briefing document about Lighthouse Property Services to the Executive Committee and RL.
- LW to change the number of Standing order to 1002 and ensure the standing order 1002 disciplinary procedures is removed from the website.
- WB spoke to Jessica Bartholomew, Women's Officers, about her campaign name of 'Free Periods' as it could lead to confusion over the 'Free Wednesdays' Campaign.
- The Student Leaders Surgeries are to be arranged from the week commencing the 16th November every Thursday 2-4pm.
- JenB has discussed with Scott McGinn, Acting Marketing Manager, about the promotion of the Student Leader surgeries.
- JB spoke to Alan Bage, Senior Web Developer, about sourcing more scanners to scan student cards.

Actioned:

- JB to speak to RL about bringing a Housing Fayre pricing plan to the next Executive Committee.

4. Minimum Membership Price for Activities

Agreed:

- The minimum price for Activities will go from £5 to £0.

5. College of Social Science Research Committee

Noted:

- NT requested to co-opt 2 student representatives onto the College of Social Science Research Committee.

Agreed:

- The 2 student representatives will be co-opted in.

6. School of the Month

Agreed:

- The School of Chemistry won the School of the Month.

7. Employee of the Month

Agreed:

- Fiona Purdy – Advice Centre Advisor won Employee of the Month.

8. Student Leader Verbal Updates

8.1 Vice President Welfare and Community

Noted:

- 66 students have signed up who wish to help with the Mental Health Campaign.
- Meet the Streets had 22 attendees for the first event, 6 for the second and 6 for the third, the last event is happening on the 3rd November.
- It was suggested to phone bank students who were already engaged within the Union for the Meet the Streets events; this could also be promoted at Student Council and Rep Forum.
- WB met with the Accreditation department, they agreed with most compromises but WB is still waiting on the confirmation of the first point regarding anyone who gets 3/5 stars starts with 2 stars on the accreditation scheme.

8.2 Vice President Academic Affairs

Noted:

- NT went to NUS Zones Conference, this was good for networking.
- NT is aiming to get the Reps to use the module evaluations. The module evaluation is easily broken down to see if this can be used at Rep Training.
- It was suggested that a Module Evaluation App is created through SUM so it is independent from the University.
- NT attended the Queen in the West Meet the Street Event.

8.3 President

Noted:

- HJW thanked JB for helping with the Social Media posts on the Tampon Tax.
- HJW gave Karl McCartney a week to contact her regarding the Social Media post.
- HJW went to NUS Zones, there was nothing relevant for HJW in the agenda.
- Sheffield Union has a VP International Officer, HJW and JenB will be visiting.
- HJW is meeting the College Officers for the Employability Campaign.
- It was disappointing that Helen Evans, Sports Facilities Manager, left a drop in early last week and students wanted to attend but she was no longer present.
- HJW had an email from Mark Stow wanting to see the employability questions before they go out to students. HJW reiterated that the survey is independent from the University but will consider any changes suggested.
- VC Mary Stuart asked HJW to set up a working group for the Student Shop, but other members of the group have been completing HJW's actions.
- HJW will discuss the next steps of the Tampon Tax Social Media posts in the next catch up with JB.

Actioned:

- HJW to speak to RL regarding the trip to Sheffield Students' Union to potentially combine the staff trips.
- Executive Committee to contact SS about the Sports Centre drop ins.

9. Chief Executive Verbal Update

Noted:

- The panic alarms will be installed in the Reception and Job Shop on the 11th November.
- JB did not find the Zones conference relevant.
- A new structure is being implemented for the Commercial Services due to a staff member leaving and the quality of food within the Tower Bar. Michael Redpath, Entertainments Manager, is to get an Assistant and there ay be a quality control position for catering.
- JB will have the first University Prevent Compliance meeting this week.
- Staff need to be aware that having an advice centre means that students will be engaging with the Union seeking help, the advice centre is a professional service and anyone requesting advice should be directed there.

10. Health and Safety

Nothing to note.

11. Any Other Business

11.1 Name Badges

- NT has been approached by Senior Reps regarding name badges.

Agreed:

- Name badges to be supplied to all Senior Reps

Actioned:

- NT to give MG a list of all Senior Rep Names and Titles before Friday.

11.2 women's' Officer Boot Camp

- The Women's Officer has been contacted about a women's officer boot camp in November, the travel will be paid for by NUS and Jess is happy to pay for the rest (£10) but the application needs to be done via Union Central Billing.

Agreed:

- The boot camp will be paid for by the Union.

Actioned:

- MG to call the Womens' Officer to organise travel and the conference.

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Chair

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Date