



## UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 5<sup>th</sup> October 2015  
at 10am in the Students' Union Boardroom.

### **Present:**

Chair: Hayley Jayne Wilkinson (HJW) – President  
Sammi Storey (SS) – Vice President Activities  
Wade Baverstock (WB) – Vice President Welfare and Community  
James Brooks (JB) – Chief Executive

### **Also in attendance:**

Jane Kilby (J) – Volunteer Manager (up to Agenda item 9 only), Jenny Barnes – Student Voice and Impact Manager, Hannah Coleman (HC) – Head of HR and Operations (Agenda item 5 onwards) and Megan Graham (MG) – Office Administrator.

### **1.1 Apologies for Absence**

Apologies were received for Nyasha Takawira (NT) – Vice President Academic Affairs and Aidan Mersh (AM) – Head of Membership Services and Marketing.

### **1.2 Declarations of Interest**

- A potential conflict of interest was raised from WB and SS for agenda item agenda item 7. Chair of the Main Elections Question Time Event, in the event that they run for an Officer position next year.

### **Agreed:**

- As the risk is minimal the discussion continued with all members present.

### **2. Minutes of the Previous Meeting**

The minutes of the meeting on the 28<sup>th</sup> September 2015 were approved as accurate.

### **3. Matters Arising**

#### **Noted:**

- The Liberation Officer term in office will be decided at the point of election.
- WB has contacted Heather Grover, Principle Policy Holder at The City of Lincoln Council, regarding media content for the Shush campaign.
- Supplementary documents for the Pound in your Pocket report have been created.
- The critical date for the Accreditation Scheme is the date of the Housing Fayre.

#### **Actioned:**

- HJW and SS to discuss the Nottingham Trip outside of the Executive Committee.

### **4. Teaching Excellence Framework (TEF)**

#### **Agreed:**

- The principle of the Framework and the fee increase in line with the TEF was agreed; consideration should be given due to little understanding on the metrics used.

#### **Actioned:**

- HJW to contact VC Mary Stuart regarding the Unions stance on the TEF.

### **5. Merit Awards**

#### **Discussed:**

- It was suggested that the school of Psychology to be put forward as they won the School of the Month twice and a lot of work on the feedback campaign was done.

**Agreed:**

- The deadline for the decision of the Team Merit Award will be the 12<sup>th</sup> October.

**6. Module Evaluation**

**Noted/Discussed:**

- The new module evaluation form will be electronic with the release date being around the time students are going home for Christmas.
- The form will be across the whole University; not bespoke for each College/School.
- It was suggested that comments could be written in a seminar for the tutor to review, at a following seminar the tutor could present key themes within the comments, trying to implement changes or explain why they might not be achieved.
- Acknowledgement during seminars of changes that students want to see can have a big impact on student satisfaction even if these changes can't be implemented.
- It was suggested that qualitative data should also be gathered.

**Agreed:**

- The Union will support the Module Evaluation changes and review it in a year to see if any improvements can be made.

**Actioned:**

- HJW to speak to VC Mary Stuart in the next meeting about the Unions support.

**7. Chair of the Main Elections Question Time Event**

**Agreed:**

- Andrew David, Managing Editor in College of Arts to be put forward as Chair of the Election Question Time Event

**Actioned:**

- NT/HJW to ask Andrew David if he could be put forward as Chair of the Election Question Time Event.

**8. CodeSoc Student Led Project**

**Noted/Discussed:**

- CodeSoc require £15 for the domain name for the year and £35 for marketing.

**Agreed:**

- The Executive Committee approve the above changes to the application.

**Actioned:**

- JK to speak to CodeSoc about the Code Academy sponsorship being approved through the Union and the website being registered under the Students' Union domain.

**9. Liberation LGBT: Trans Rep to becoming Gender Rep in Standing Order 2003**

**Noted/Discussed:**

- Gender and Sexuality Liberation Group are happy with the LGBT society wanting the Trans Rep to change the name to Gender Rep.
- The Gender and Sexuality and LGBT liberation group's campaigns over the year have a different focuses but there are clear overlaps between the two groups.
- It was suggested for WB to work with the groups over the next couple of months regarding the development of the two groups.

**Agreed:**

- The motion to Student Council was not approved.

## 10. Accreditation Scheme

### Agreed:

- The accreditation scheme to be discussed outside of the meeting and an update brought to the next meeting.

## 11. Liberation Expenditure Requests

### Noted/Discussed:

- Some Liberation Group Expenditure requests have been declined due to no prior approval.
- A LGBT group request was made for £7 worth of biscuits and prizes for an event.
- It was suggested that an amount of money should be given to each Student Leader for the year.

### Agreed:

- The £7 expenditure request was approved for the LGBT Liberation Group.
- The Student Leader budget will be split between the Student Leaders.

### Actioned:

- Student Leaders to provide an expenditure action plan for the year.

## 12. Rogue Landlords

### Noted:

- Rogue Landlords are advertising housing in on campus student accommodation.
- Pressuring language was suggested to be added to the accreditation scheme.

### Actioned:

- WB to promote the housing fayre and reassure students that they do not need to sign up to housing early or feel pressured by landlords.

## 13. Meet the Street Budget

### Noted:

- All venues are happy to waive the fee of using the buildings except St Faiths which has already been paid.
- £350 is requested for Meet the Street, it has been estimated to cost £324.70
- It is estimated to have between 20-40 people at each event.

### Agreed:

- The £350 request for the Meet the Street event was approved.

## 14. Raise and Give (RAG)

### Noted/Discussed:

- SS is doing research into the Raise and Give initiative after receiving student interest; RAG incorporates various high profile fund raising activities and can also include adventure/fundraising experiences for example climbing Mount Kilimanjaro.
- This will be started as a standing committee.

### Agreed:

- SS to look further into the RAG objective.

## 15. Employee of the Month

- To be postponed to the next Executive Committee Meeting.

## 16. Sabbatical Officer Verbal Updates:

### 16.1 Vice President Welfare and Community

#### Noted:

- WB has the Accreditation Scheme motion going to Student Council.
- The Liberation Group Campaigns are being developed.

### 16.2 Vice President Activities

#### Noted:

- SS was meeting with Player Layer on the 5<sup>th</sup> October 2015
- The Pep Rally event is being developed; there is currently no budget for this event.
- The correct Pep Rally ticket price could allow for the event to break even or a proposed amount to be requested.
- The Pep Rally event will be analysed to ensure future events to be improved.

### 16.3 President

#### Noted:

- The Money Matters documents have gone to print.
- HJW met with College Officers who are happy to have a joint survey with the Union with sections that can be tailored to each college.

### 17. Chief Executive Verbal Update

#### Noted:

- NUS are considering removing a section of the NSS and making it optional; an update will be provided at the next Executive Committee meeting.
- The Graduate baron has been purchased by the UoL Marketing and Communication department. A request has been made to give a contribution towards the price in return for use of the Baron throughout the year.
- No matter the Unions stance on the Prevent the Union will fulfil the legal obligation and ensure the UoL also do.
- It was suggested that Student Leaders meet with students sending motions to Student Council without discussing them with Student Leaders first.
- It is important that students do not enter the staff only section of the Students' Union office without an arranged meeting.

#### Agreed:

- The Graduate Baron will not be contributed towards.

#### Actioned:

- MG to arrange a meeting with Student Leaders and John Paul Dickie.

### 18. Health and Safety

- Nothing to note.

### 19. Date of Next Meeting: 12<sup>th</sup> October 2015

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Chair

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Date