



ULSTUDENTS' UNION  
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## University of Lincoln Students' Union Executive Committee

Minutes of the meeting of the Executive Committee  
Held at 14.00 on Thursday 29<sup>th</sup> March 2012  
Students' Union Board Room, Brayford Campus

### **Present:**

#### Trustees

Kayleigh Taylor, President (Chair) (**KT**)  
Jennine Fox, VP Academic Affairs (**JFox**)  
Maryam Saghir, Liberation Officer (**MS**)  
Gemma Cobby, Student Officer (**GC**)  
John Fernandez, Sports Officer (**JF**)  
Kelly Nicholls (**KN**)

#### Also in attendance

Rebecca Rock, Acting General Manager  
Ian Johnston, Acting General Manager  
Rebecca Pocock, Democracy Worker

### **1. Apologies for Absence**

- Obiageli Oguru, Andreas Zacharia, Rebecca Rock (after 3pm)

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

- The minutes of the meeting held on 6<sup>th</sup> March 2012 were approved as an accurate record.

### **3. Matters Arising Smoke Free Campus**

#### **Noted:**

- **JFox** has given Scott Davidson feedback from the last Executive Committee. The project is currently on hold, it was originally going to be rolled out during Healthy Campus Week however the SU feels this topic needs wider consultation.

### **4. Top 6 Feedback Academic Board**

#### **Noted:**

- Andrew Atherton has been actioned to investigate the possibility of the President sitting on the University's Committee of Professors as an observer.
- The details of the Riseholme campus transfer will be announced on the 2<sup>nd</sup> April. The college who's bid has been rejected are currently able to appeal. By 1<sup>st</sup> August the transfer will be complete.

### **Student Experience Committee**

#### **Noted:**

- The Postgraduate Taught Experience survey is now available on the portal. Results show we are in line with the rest of the sector.
- The committee has changed the way that they answer student concerns by having a pre-meet to get relevant answers to student questions. This has been reviewed as students were unhappy with the current system.
- The Riseholme Bus was discussed.

#### **Teaching & Learning**

#### **Noted:**

- This meeting was not attended as part of the protest in The Week of Action.

### **5. Student Feedback from GOATing Smoke Free Campus**

#### **Noted:**

- Officers found that most students they had spoken to preferred the idea of designated smoking zones rather than a smoke free campus.
- A number of students expressed they disliked smoking around the front of buildings and doorways.
- Riseholme has effective designated smoking areas.

#### **Discussed:**

- Holding a referendum to consult with students on the issue.

#### **Agreed:**

- To consult council on this issue with a view to holding a referendum on the subject as it affects all students.
- To contact council members to suggest the theme of the next Council meeting is changed to student expectations rather than students as members of their community.

#### **Action:**

- **RP** to e-mail council members to suggest the change to the agenda.

### **Sports & Societies Awards**

#### **Noted:**

- Good feedback from the event, people stayed on at the venue later than in previous years.

### **6. Campuses Hull Student Experience Committee**

#### **Noted:**

- Jennine Fox, Amanda Marshall, Chris Whaley and Ian Snowley attended and spoke to around 30 students with a view to taking their concerns forward on their behalf. Students were under the impression that their questions would be answered at the meeting by senior decision making staff.
- After a good start to communication, students are now disappointed with the quality and level of communication from the University. Information had been passed to students unofficially by members of staff which was causing concern amongst students.
- Experienced lecturers had resigned from courses which had left students feeling there was a lack of experience.
- Sarah Owen has been made aware of student's opinions and is accountable as the chair for the lack of attendance by Andrew Atherton and John Plumbridge to the Hull Campus Committee.

**Agreed:**

- The commitment Hull Campus Committee made to communication and consultation has failed.
- Hull Campus committee should be take responsibility for this and the SU will monitor to see whether further action is needed.

**Riseholme****Noted:**

- Libby John and Judith Carey are in discussions about how buses will run during assessment periods and effective communication of the timetable to students.

**7. Democracy Update****College Officers Elections****Noted:**

- The Elections were successful with only 2 vacancies remaining; Officer for Students and Groups Officer.
- Officer for Colleges will be in place during April.
- Some Officers would prefer to involve students from the relevant College in voting only, whilst others felt reps only from the Colleges should vote. Some felt a cross-campus ballot would be more appropriate.

**Discussed:**

- The process of appointing Officer for Colleges.
- The impact of Officer for College being unable to vote as a co-opted member.
- Details of the motion at AGM which was passed to create these roles.

**Agreed:**

- To consider in the future the process of the election of Senior Reps.
- To refer the decision to Senior Rep Executive

**Main Elections****Noted:**

- Having elections results in the Tower Bar after Council in the Platform worked well.
- Candidates wanted to see more Officer involvement from Officers who were not re-running in the elections process. They suggested Officers should be more available to speak to candidates and should promote elections generally.
- Candidates felt elections should be promoted earlier in the year.
- It was felt that bigger banners in more prominent positions would advertise elections more effectively.
- Many students commented that they didn't know what the SU was or what it did so they were not voting.
- Members of sports teams and societies were happy with the SU and mostly voted.
- Some students thought they were not a member of the Union as they had not joined.

**Agreed:**

- Most of the students who voted were already engaged members of the Union. There should be an effort to engage more students generally in elections whilst raising the profile of the Union.
- Sports & Societies is a very strong area of the Union. This model of operation can be reflected in other areas to encourage participation.

**Action:**

- **RP** to forward recommendations about elections to Elections Committee.

**SU Open Day**

**Noted:**

- Held during elections week.
- Most students commented that they used some of the SU services but not all of them.
- Officers suggested a greater number of events run by the SU in outside spaces would be beneficial to raise the profile of the Union.
- The profile of Student Council should be raised. Officers need to be made aware of the importance of Council and consult students about council during GOATing.
- Videos to explain the function of the SU could be made and uploaded to the website to increase awareness.

**8. Finance**

**Noted:**

- The budget is slightly overspent by £6.5k but this is to be expected considering the recent expenditure on consultancy costs.

**Discussed:**

- Provision of more profit generating events by the SU.
- Financial and resource implications of hosting big events.
- Clearer advertisement of SU involvement in joint events with Engine Shed. Implications of this and confusion of the delineation between the Engine Shed and the SU.

**Noted:**

- S&S Awards ticket sales decreased this year.

**9. Executive Committee Reports**

**Noted:**

- None were submitted

**Action:**

- Sabbatical Officers to put reports on the i:drive

**10. Staff Update**

**Noted:**

- Volunteering continues to be a big growth area of the SU.
- The Volunteering team are keeping records of student hours internally. Staff have commented that they are signing off more hours sheets than in previous years.
- Students' contribution to the community as an hours based total is a first step in measuring Social impact.

[RR left the meeting]

**11. Project Updates**

**SU Awards**

**Noted:**

- Majority of the Awards winners have been chosen. The project group is awaiting the return of Scott Davidson from annual leave for his input into some of the awards.
- Executive committee would like to thank Emily Marshall, Wayne Granger and Amanda Marshall for their work on the project and would

also like to pass on their thanks to the whole SU staff team for their support of the event.

### **S&S Awards**

#### **Noted:**

- 298 people attended including dignitaries. This figure was lower than the expected 350.
- Lower attendance was felt to be a result of the economic recession and lower attendance from teams/societies who did not have members nominated for awards.
- The event was a success.

### **Graduation Ball**

#### **Noted:**

- Tickets will be on sale after Easter.
- A pro forma will be circulated to Executive after Easter.

#### **Discussed:**

- Possibility of early-Bird tickets to raise ticket sales for the event.
- Success of Nottingham Trent's Grad Ball, their use of VIP packages.

#### **Action:**

- **IJ** to look into ticket printing and phasing ticket sales and report back to the Executive committee.

### **Healthy Campus Week**

#### **Noted:**

- No activities were planned by the SU for Healthy Campus Week.
- No update has been received by **KT** from the sports centre.
- A number of students took the opportunity provided by the sports clubs to try different sport events.

## **12. Campaigns**

### **Week of Action**

#### **Noted:**

- A large number of students participated in SU planned events during this campaign.
- The post-it notes for students to record hidden course costs have been very popular. The information will be collated and available after Easter.
- The walk-out was not as well attended as hoped but the t-shirts, wristbands and badges were popular with students wanting to support the campaign but not walk out of lectures.
- Mostly engaged 'political' students who participated. There needs to be a focus on reaching non-engaged students.
- Stall in the Atrium generated a lot of interest and students came to discuss the issues with staff and Officers who were there.

#### **Agreed:**

- To look into the possibility of having an SU stand more regularly to give Officers the opportunity to GOAT more regularly.
- The SU will support students should they choose to walk out of lectures in support of the event.

**[KN left the meeting]**

## **13. SU Calendar review**

#### **Agreed:**

- To send change by e-mail for agreement as executive committee is now not quorate.

**14. Communication Priorities**

**Agreed:**

- Varsity
- SU Awards
- Reps Elections

**15. Any Other Business**

**Noted:**

- Celebration week date has been moved which has resulted in a later hand-out time for certificates.
- Library communications have been poor recently, an entire block of Pc's was not working on the 1<sup>st</sup> floor for 2 weeks. This is now resolved but caused difficulties for students accessing computers around dissertation time.
- Students were not clear on when 24 hour opening times would be around the Easter holiday period. This information is listed on the portal but could be advertised more effectively through posters in the library entrance.

**Action:**

- **JFox** to raise computer issues with IT and Ian Snowley.

**TUPE Process**

**Noted:**

- Peridot, a head hunting firm has been recruited to find a high calibre of Chief Executive applicant.
- The job vacancy is now advertised on NUS connect.
- A new Chief Executive is hoped to be in place by the beginning of June.
- Students will be involved in the selection process as interviewees will go through a carousel recruitment process.
- Council asked for a breakdown of costs for headhunting at the last meeting.

**Action:**

- **KT** to e-mail **RP** with figures for circulation to Council members.

**16. Date of Next Meeting**

**Noted:**

- Tuesday 24<sup>th</sup> April, 10.30 in the SU Board Room.

I certify that the above minutes are a true and accurate summary of the meeting held on 29<sup>th</sup> March 2012, and have been approved by the Executive Board. These minutes will now be publicly available.

.....  
(Chair)

.....  
Date