

University of Lincoln Students' Union Societies Council
Held on Friday the 30th November 2012 12:00 – 14:00
In The Platform



UL STUDENTS' UNION
Sports and Societies
www.lincolnsu.com/sportsandsocieties

Minutes

Present

Chair

Gooleswari Seeburn (Societies Officer)

Society Representatives

ABEAST

ACS

Amnesty

Animation

Anime

Architecture

Art

Business

Chinese

Christian Union

Creative Writing

Debating

Enactus

Forensic Psychology

Gaming

Graphic Design

Harry Potter

History

Irish

Islamic

Juggling

Labour

LARP

Law

Liberal Youth

Life Sciences

MAPR

Medical Society

Musical Theatre

Orchestra

Photography

Politics

Rock

Sci-fi

Emerging Societies Present

Glee Society

Also In Attendance

Ian Johnston (Interim Deputy CEO/Activities and Development Manager)

Tracey Revill (Activities Coordinator)

Emily Hill (Activities Support Worker)

Vix Simpson (Venue Manager)

1. Apologies for Absence

Apologies have been received from Amnesty, Forensic Science and Bioscience

2. Vote Counting

We can only count cards we see, please vote on every matter

3. Vote on the Minutes of the Previous Meeting

For 24 Against 7 Abstain 1

Noted:

- Juggling state that the numbers in the minutes are wrong from last meeting that they have noted different numbers
- Against votes were stated to be for the same reason as noted by juggling

Actions:

- Emily Hill to look at any discrepancies in numbers

Outcomes:

- Juggling contacted for numbers noted at the last council to compare to minutes taken

4. Emerging societies

Glee Society

For 15 Against 9 Abstain 8

Glee Society Ratified

Noted:

- Debating requested a short explanation of qualifications held to be running a glee society
- Cameron (Glee) stated that he has been active in musical theatre since 13, and that they are not saying potential members need experience, if you sing you can join, they are not looking for experienced singers
- LARP asked if competitions would be judged by impartial judges
- Glee responded that judging would be impartial and they would not be judging themselves
- Musical Theatre asked why they are only recently promoting and starting so late, already have a musical theatre society establishing themselves this year. Glee would be offering an element that they already provide, as they offer workshops and performing arts, studio performances to show off talents. Currently constantly in rehearsals but next year they want to do more individual work. Just did a glee flash mob, as well as Bugsy and are doing the Snowflake Ball. They stated they are looking into the society entering into show choirs. Stated that they haven't provided this for members this year but wanting to do it next year. Curious as to when Glee plan to do it for next year
- Glee responded that they started late because they are second years and unaware they could start a society
- Musical theatre and several members of the council stated that they are second years or started up in their first year
- Glee stated that they want to get people involved straight away just for singing, and that personally they wanted just to sing every week. Want to cover contemporary songs and do that every week, and to do what they want when they want
- Query put forward that they state they want to primarily sing but they are calling themselves the glee society, combines elements of singing, dancing and performing
- Glee responded that they are not primarily dancers but singers
- Debating stated that considering what they have just heard they are struggling to see the point, and musical theatre seem to cover all the bases. Societies struggle to attract members. Could they Collaborate and not be independent.
- Glee stated that you can draw comparisons but they won't be in direct competition, would there be opportunities to collaborate? Glee is more for people that can't dance/act but just want to sing
- Debating proposed to defer the vote, as they don't want to say no, but can they potentially merge?
- The Council Chair rejected the proposal to defer and stated that we will go straight to a vote and if they are

rejected by the council they can see if they can merge after

Health and Social Care

Not Present at Council

5. Development fund requests

Politics - £400 for transport to the Scottish parliament

For **26** Against **1** Abstain **4**
Development Fund Request Granted

Noted:

- Politics clarified that they have raised money themselves but it is sitting in their membership account
- Business asked when the trip would be taking place
- Politics stated in late February, they are currently in contact with a member of the Scottish parliament to show them around
- Question put forward as to whether the trip would just be for members
- The trip would be open to members but then if there are spaces left open to anyone
- Architecture asked how this is related to development
- Politics replied that the Scottish Parliament works differently so members can see this; this is also relevant at the moment with the referendum coming up, this statement was supported by a council member who asserted that it would be hugely educational as the Scottish parliament is not covered in the degree course
- Politics stated further that they would be staying in a youth hostel or church, they are looking at the cheapest options for travel, and the trip would be open to 15

Enactus - £250 for marketing

For **16** Against **3** Abstain **12**
Development Fund Request Granted

- Debating stated that commercial means profit and questioned if they have more information on the enterprise they are subsidising
- Enactus replied they are currently unsure, one option is developing solar ovens to be shipped abroad, but they are not sure of that one as profit is being made off of people's misery. Buying clothes and selling them off is another option, but they are not quite sure. The development fund is just start up money as the next council is not until February
- LARP stated that when Enactus stood for ratification they had a massive list of sponsors
- Enactus stated that some sponsors need them to have raised money before they sponsor them, as they are new they are struggling to get big sponsors
- Juggling stated that it sounds like a one off request then after that they will not ask for anymore
- Enactus stated that they can't guarantee this and can't say never
- Recommendation from a council member to get banners from poplar print in Lincoln, and to look around as they could get them cheaper
- Enactus to talk to them after council

Juggling £450 for Physical Resources

For **28** Against **0** Abstain **1**
Development Fund Request Granted

Noted:

- Council Chair stated that they will need to change the bottle on their equipment list to one that does not have an alcoholic reference written on it
- Juggling stated that this would be fine but it may be a slightly different price

- Question asked to how much is currently in the development fund pot
- Council Chair answered that they do not have the exact figure, this will be sent out. Also be aware that all council fines are put into the development fund pot

Action

- Emily Hill to email out the exact amount

6. Submission of Event Applications

By Ian Johnston

Noted:

- Event applications need to be submitted ten days prior to the event as well as any coach booking forms
- Please allow 48 hours for till buttons to be put on
- You need to complete a disclaimer if you are doing a bake sale

7. SU website

Ian Johnston opened a discussion asking societies what they would like to be featured on the redeveloped SU website

- Suggestion from the council was for more current information; there is not a lot of communication on what societies are currently doing, could there be a blog?
- Ian Johnston stated that the new site would take feeds from Twitter and Facebook so making an all in one central area on the website
- The SU want to make the website somewhere people will want to go to, log on to the site and see what events are going on, updates related to your interests
- Ian Johnston stated that they want to make it more user focused, events will show up on the mini site, log in as an individual and it will be more relevant to you, looking into apps for apple and android
- Interesting idea would be to publish the minutes of the meetings on the website, anyone who is thinking of starting then have a fair idea of what happens
- Minutes are featured on the University Website
- When individuals log in will it be with the University log in?
- Ian Johnston states that at the moment looking for it to be the Uni log in but can't promise anything
- To have a photo gallery was also put forward
- Will there be a way to update a societies own page?
- Tracey Revill stated that we are wanting activities to be able to update their own website, activities only have to send it in as a short term measure because it is all changing therefore the SU don't want to train everyone up until the new site is launched
- Can people pay online?
- Ian Johnston stated that yes they are looking for people to be able to pay for trips, events and membership online
- Ian Johnston stated that there is an aim to have an area for you to log in as a committee member and have a dashboard of all the information like members, equipment etc, and a way of logging in and have registers for meetings and events
- Council member stated that webmail is not very user friendly
- Ian Johnston stated that this can be looked at and see whether we can get a more user friendly interface
- It was further stated that the webmail is labour intensive in adding all the members contact information
- Ian Johnston stated that this could be put into the dashboard as well
- Could there be feeds of upcoming events on one page?
- Ian Johnston stated that once an event is applied for and the risk assessment etc is in place this can then be uploaded
- Question proposed as to whether it would it be possible to have a big calendar of society events?
- Ian Johnston stated that event info could feed into a society's calendar and then feed into an SU calendar. Would look at online ways of filling in applications and forms etc and then be able to click the event and then make sure all the areas are filled in
- Point put forward that from a committee's view, as per event it would be useful to see how many people have paid and then how many places left

- Ian Johnston stated that it could be a whole event planning tool; the event would show up on the dashboard, so you could manage that event yourself
- Question put forward from Debating as to whether the council are going to have further consultation on the process, like a design seminar?
- Ian Johnston stated that they aim to have a model of the website in February/March and then see how it goes as people are using it; effectively the proof will be in the pudding. Then we can add modules in and it can be constantly developed to fit the needs
- Question asked the SU are in consultation with anyone for the app designs?
- Not at the minute as the SU want to know what the app would be wanted for, and not just be a duplicate of the website. Can talk to Graphic Design after council
- Suggestion that the app could just be an event feed
- The website will be available on your phone as it is on the main website
- Ian Johnston stated that they want as much information as possible to make the website all singing and all dancing. When it does launch the SU need feedback to make it the best

8. Use of Facilities

By Tracey Revill on behalf of Dan Sam

Noted:

- Activities ensure they respect the space provided by the University.
- Fines and bans will be handed out
- Tables and chairs used from different rooms need to be returned to where they came from
- Everything left clean
- Highlighted that if the room is in a bad state when you get in there then please report it to security straight away. This has happened to a society who are now getting the blame for the state of the room, please report this straight away!

9. Activity General Meetings

By Tracey Revill on behalf of Dan Sam

Noted:

- Societies need to have meetings with all members present
- Want all activities to have general meetings themselves at the mid point of the year. Hold a meeting with members to assess where they are and where they want to go

10. Student Union AGM

By Tracey Revill on behalf of Dan Sam

Noted:

- The SU Annual General Meeting is on the 18th of January, you can win big prizes for attendance
- Looking to launch a massive SU campaign at the meeting
- Ian Johnston stated that the AGM is important as policies can be passed, it is important for people to be there to represent societies

11. Engine Shed

By Vix Simpson

Noted:

- Vix Simpson introduced herself as Event Manager at the Engine Shed
- Spoken to Dan about a number of issues that were raised
- One thing that was mentioned was the meal at the Tower Bar
- Discussion about what society's want so packages can be put together and options can be brought to the next council
- Discussion opened about Tower Bar meals
- Question put forward as to whether multiple options can be available
- They do have vegetarian options available such as cheese and tomato pizza and vegetarian chilli

- Council Chair asked if everyone knows how to get the £1 meals.
- Vix Simpson stated that societies need to email to confirm when they are coming, Dan sent out an email with instructions but this can be re-sent
- Point put forward if there is any way of doing the meals slightly more expensive and not confirm members
- Vix Simpson replied that they don't want to produce too much food and it be wasted. Rather than not confirming numbers can they give a brief idea and state they don't know exact numbers and be flexible
- If there is a number change need to confirm by a certain time
- Vix Simpson asked societies to confirm within 3 days, if there is any drastic change then let them know
- Vix Simpson stated that Sports council mentioned to have the food that they pay for. Such as state that 20 are coming but say if only 14 show up, they still pay for 20 and get 20 peoples worth of food
- Anime stated that they want to run an event
- Vix Simpson directed Anime to contact Abbi Quinn
- Contact to be made with the Engine Shed and then the event can be booked in. Activities need to be flexible in booking events. Say if the event clashed with a gig that is being booked then they would talk with the society about rearranging and offer freebies. In terms of events the more planning the better
- Question asked if there is a minimum of how many people are to be catered for £1 meals
- Vix Simpson stated that to hazard a guess it would be 4 for a pizza
- Musical theatre put forward question about potential rehearsal time in the Engine Shed
- Vix Simpson answered that it is 'chocca' but see her after about discussing potential times
- Vix Simpson stated that Dan mentioned some people were not happy about not being able to exclusively use the Tower Bar for ticketed events like takeovers
- After refurbishment the decision was made to not have it as exclusive
- Mentioned to use the hub and the upstairs bar, wanting the Tower Bar to be inclusive for the whole student population and maintain use for as wide a population as possible
- Platform is a usable space to put on events and the Engine Shed have invested money into this area
- Want to put on an event and discuss options then make an appointment with Abbi Quinn
- Council member stated that the acts and line-up this year have been really good
- Vix Simpson stated that there has been a really good period of album releases and tours. Usually a drop of touring in between January and May but this year it is positive.
- Business stated a problem with pricing and that they have been getting better quotes from external venues
- Vix Simpson requested to have the information from Dan Sam to have a look into it and stated that the Engine Shed are always competitive for smaller scale events but for large scale events they do not have the facilities and have to hire additional items and there being additional costs
- Anything that societies want to talk about separately or if they want to talk about events then contact Vix

Actions:

- Activities to email out information on booking pound meals again
- Any feedback about Engine Shed/Tower Bars contact Vix vsimpson@lincoln.ac.uk
- Anime to contact aquinn@lincoln.ac.uk in regards to putting on an event
- Musical theatre to see Vix about rehearsal times
- Contact aquinn@lincoln.ac.uk if you want to put on an event

12. Any Other Business

- Tracey Revill stated that Snowflake ball is on Friday. Tickets are still on sale from the SU reception. They are £17. Tickets are going to be on sale on the door but will be more expensive. You can also nominate someone for snow king and queen. The dress code is formal – dresses and suits
- Tracey Revill stated in regards to RAG that Dan wants to say thank you to everyone who has or are organising fundraisers, please email dsam@lincoln.ac.uk with how much you have raised and for what charity
- Please complete your volunteer logs and get them signed by Tracey Revill or Ian Johnston. We can sign off hours for committee members, but if you have any members who are doing additional or going above and beyond then they can also be signed off, providing you email/update the activities office with details prior to logs being actioned
- Tracey Revill stated that can transport forms please be submitted 10 days prior to the event. Trip lists can be submitted after the transport booking form providing it is submitted before the trip
- Debating congratulated the chair on listening to feedback and having a microphone present but people are

struggling to be heard, there is a need for more microphones and questioned if we can have a better room. Also in regards to development fund requests like the ones put forward today and voted through. Can the council members have more information on the agenda as the agenda just states their request being for example 'marketing', can they have more information?

- Tracey Revill stated that yes their request forms can be sent through with the agenda
- Tracey Revill stated that in regards to the room, room bookings are either not getting back to us or turning down our requests at very late notice. The SU CEO is talking with room bookings at the moment about this issue. This has been taken to the vice chancellor. Yes, we can have more microphones. We are very aware of this problem with rooms and apologise for problems raised
- Debating asked if societies can pass a motion of no confidence
- Tracey Revill stated that this issue can be raised at student council
- Ian Johnston stated that this has been raised at student council; academics are booking out the rooms and not using them. Have raised the issue with the highest authority and asked for an audit to be done and if rooms aren't used they are fined as we are
- Debating stated that it could be of more force if students rally against this
- Council Chair stated that if they want this to happen to get in touch with her and she can help put his into action
- Council member stated that there are issues with clashing room bookings, waiting for other societies to finish so they can get started
- Tracey Revill stated that the SU do not have control over room bookings
- Ian Johnston stated that refreshers fayre weds 16th of January.

Action:

- Emily Hill to send out development fund requests with the agenda
- Activities to send email out for societies to be courteous and consider other people using the rooms
- Activities to send out information about Refreshers Fayre
- Societies to get in contact with Gooleswari Seeburn (societies Officer) about coming together in regards to room bookings gseeburn@lincoln.ac.uk

13. Date of the next meeting

The date of the next meeting is Friday the 1st of February, 12-2pm. Venue TBC