



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 1st February 2016
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
James Brooks (JB) – Chief Executive

Also in attendance:

Jane Kilby (JK) – Employability Manager, Jenny Barnes (JenB) – Student Voice and Impact Manager, Charlie Garrod (CG) – Head of Commercial Services, Hannah Coleman (HC) – Head of HR and Operations, Megan Graham (MG) – HR and Office Assistant and Scott McGinn – Marketing Manager (Agenda Items 1-9 only).

1.1 Apologies for Absence

- There were no apologies for absence.

1.2 Declarations of Interest

- JB declared a conflict of interest on the BAM Update (Agenda item 8).

2. Minutes of the Previous Meeting

The minutes of the meeting on the 25th January 2016 were agreed as accurate.

3. Matters Arising

Noted:

- In the minutes from the Education and Student Life Committee the Authorised Absence policy relating to the cultural reasons for absence was asked to investigate and clarify at the next meeting but there is no record of the clarification.
- SS wrote a motion to go to Student Council about the Maintenance Stance Grant.
- NT is creating a pack to go alongside the Grad School Welcome Pack.

Actioned:

- JenB to ensure VC Mary Stuart is contacted regarding the cultural reasons in the Authorised Absence policy.

4. Weekly Report

Noted:

- The weekly report is very positive.

5. Time Analysis Charts

- Nothing to note.

6. Big Ideas

Noted:

- It was proposed that a webpage be set up where students can upload ideas and this can be up- or down-voted. When an idea gets over 50 votes it will be investigated.
- All ideas that come through the Big Ideas page will be approved by the Executive Committee before being investigated.

Actioned:

- Student Leaders to propose new name for the Big Ideas project.

Agreed:

- The proposal was approved.

7. Academic Stances

Noted:

- In other Unions a booklet has been produced to show the Union's stance on different topics.
- This would allow a unified Union stance when different Student Leaders take office.
- This would be useful for new members of staff at the UoL to see the Union views.

Agreed:

- NT and JenB to discuss the academic stances the Union currently have.

8. BAM Update

Noted:

- After consideration of the Bam contract is undervalued, the contract with either be negotiated or terminated.

9. Strategy Day Plan

Noted:

- The strategy day will be outside the Students' Union; all SU staff will be involved.

10. December Accounts

Noted:

- The accounts have been sent to all Trustees.
- We have overpaid tax by £25,000 which is currently being investigated for how to move forward.
- The yearend forecast will be £181,276.

11. Employee of the Month

Noted:

- The Employee of the Month for January is Vicky Crisp – Finance Administrator.

12. School of the Month

Noted:

- The School of the Month is the School of Life Sciences.

13. Student Leader Verbal Updates

13.1 Vice President Activities

Noted:

- A trip to Riseholme allowed SS to look at the Sports opportunities at the campus; there is a lot of potential.
- On Saturday NT and SS oversaw the Nottingham trip which came out at £100 loss.
- There is less interest in the trips than expected.
- Sports and Societies Committees will take place this week.
- The Sports and Societies section of the website will be re-formatted.
- A web designer is being looked at to ensure consistency throughout the website.

13.2 Vice President Academic Affairs

Noted:

- NT had a catch up with Mark Page, College Director of Operations (Science), where the MHT opening times were discussed, there have been issues with equipment being damaged or stolen or rooms being left messy.
- Student attendance at Social Science College Board has been high this year.
- Secretariat will have the information on student attendance panels that will be needed to track the Student Voice Ops Plans.

- Crit screens have been tested in the College of Arts.
- Rep meetings have started where elections and reps are to be discussed.
- NT will be going to Danwood for half a day to look at student printer options.

13.3 President

Noted:

- HJW met with the manager of Pavillions and stated there will be no YikYak party.
- The Money Matters workshops took place on the 1st February.
- The promo staff and the change of prize (from house clean to TV) for the Housing Survey were approved via email.
- HJW is going to Sheffield next week for the NUS Strategy session.
- The Arts Materials shop opening is Thursday 4th February at 4pm.
- All HJW Ops Plans have been completed; the International and Welfare ops plans will be focussed on.
- The College Officers will be attending the Executive Committee meeting next week.

Actioned:

- JK and HJW to meet and go over the Welfare Ops Plans.

14. Chief Executive Verbal Update

Noted:

- PlayerLayer may agree to terminate the contract early with a list of outstanding orders that need addressing.
- SMT discussed the stock from PlayerLayer; it will all need to be accounted for.
- JB and HJW will be going to the NUS Strategy session.
- UCU have contacted the UoL regarding the access of information from the Module Evaluation; this information is the Students' Union who are sharing it with the UoL.

15. Health and Safety

Noted:

- Nothing to note.

16. Any Other Business

Noted:

- Refunds have been asked for. A refund for the gymnastics request to be approved, the second refund should be charged for term 2 only.
- Two trips have been requested from Societies:
 - Disney would like to organise a trip to Paris
 - MAPR want to organise a trip to Amsterdam.

Agreed:

- The refund for gymnastics to be approved, the second refund to have only term 2 refunded.
- The Disney trip was approved, the MAPR trip to be investigated due to the Union organising a trip to Amsterdam.
- Emma Brennan to be co-opted as Business and Marketing Rep.

17. Date of Next Meeting: 8th February 2016

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Chair

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Date