



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 15th May 2015 at
2pm in the Upstairs Meeting Room.

Present:

Chair: Brian Alcorn (BA) – President
Olivia Hill (OH) – Vice President Welfare and Community
Hayley Jayne Wilkinson (HJW) – Vice President Activities
Nyasha Takawira (NT) – Vice President Academic Affairs
James Brooks (JB) – Chief Executive

Also in attendance:

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

1.1 Apologies for Absence

Apologies were received from Aidan Mersh (AM) – Head of Membership Services and Marketing.

1.2 Declarations of Interest

No Declarations of Interest were received.

2. Minutes from the previous meeting

The minutes from the meeting on the 7th May 2015 were approved with amendments.

3. Matters Arising

Noted:

- The dates for the SU and Activities Awards have been confirmed.

Action:

- OH to discuss the East Midlands Support Unit proposal with Wade Baverstock, VP Welfare and Community Elect.
- All agreed dates for the SU and Activities Awards to be put in diaries.
- HC to contact Linda Marshall to inform VC Mary Stuart on the dates of the SU and Activities Awards.
- NT to discuss School of the Year with Karin Crawford.
- AM to investigate how much is left in the Sports and Societies finances.

4. Time Analysis Charts

Noted/Discussed:

- The time analysis charts were discussed.

5. Reception Layout

Noted:

- The Reception Layout is being discussed with an external company.
- The new Reception will be situated at the Tower Bars entrance.

6. Academic Societies (AS)

Noted:

- AS will help to build a strong relationship between the School and the Society.
- AS will require more support to tailor these sections to them.

- In the Academic Representation Committee it was raised that these Societies should have a clear difference to other Societies. They should be suitable to the Course and a standard should be set.
- Autonomy is important for AS so that students, who have an academic interest in that area without being on that University Course, can still access these Societies.
- The Academic Societies Committee is to be chaired by a Student Rep with other Reps being invited, which should also strengthen the link between the two.
- The Societies Officer and Academic Engagement Rep will both support AS.
- One issue still to be investigated is what will happen if there is more than 1 AS per School.
- Other staff who will also support AS were discussed.
- A Rep from the AS will sit on the Committee for existing Societies, if multiple Societies sit within one School they will join the most relevant to their degree.
- Mini targets/ KPI's should be set for the AS.
- Meetings will be arranged throughout the year to allow AS to discuss problems or successes.
- The main aim is for AS to be taken more seriously by the Union and University, this would be monitored by the number of members in the Society and how many of the KPI's have been met.
- The amount of training they need will be minimised, with the President having the Course Rep training.
- It was recommended for NT to discuss this at the Black Students' NUS Conference.

7. Sabbatical Officer Verbal Updates

7.1 Vice President Activities

Noted:

- The Strategy Day within the Union helped HJW focus on aims for the upcoming year; Employability will be a main focus as President.
- The Kit Supplier tender needs to be confirmed, after conversations with Finance.
- In a conversation with Catherine Thomas – Head of the School of Sport and Exercise Science, the Unions focus for the Sports Strategy to improve the student experience and the issue of Sports Clubs being allocated time to practice at the Sports Centre were discussed.

7.2 Vice President Welfare & Community

Noted:

- The General Election Results Event in the Tower Bars was commended.
- 691 Housing Surveys had currently been processed.
- Michael Ball – Residential Services Manager presented OH with the drafted Accommodation Accreditation documents, these documents had already been sent to the City of Lincoln Council and Bishop Grosseteste Union.
- The Volunteer Celebration was commended.

7.3 Vice President Academic Affairs

Noted:

- NT is looking forward to the growth of the Academic Societies project with HJW.
- The handbooks are being re-evaluated, with the Postgraduate (PG) handbook pending until PG Students had been consulted.
- The Isaac Newton Catering Steering Group was attended, this is going to tender.

- The AQR is being shared around the stakeholders within the UoL, feedback will be given over the next few weeks and another draft will be written.
- NT was a judge in the Postgraduate 3 Minute Thesis competition.

Action:

- JB to speak to Charlie Garrod, Head of Commercial Services, regarding the Isaac Newton tender.

7.4 President

Noted:

- Current successes and improvements which could be made within UoL were discussed in a meeting consulting on the DVC recruitment.
- A catch up with John Plumridge, Director of Estates and Commercial Facilities, and Richard Merryweather, Head of Commercial Facilities, was very productive.

Action:

- All Exec to send summations of the year for the Board of Governors Report to BA.
- HC to add 30 minute meeting for BA to go over the Board of Governors Report.

8. Chief Executive verbal update

Noted:

- Emily Baldwin, Sports Worker, and Fiona Purdy, Job Shop Intern, were joint graduate Lincoln Award winners of the year.
- There has been increased interest in SUMS, Nottingham have now shown interest.
- JB met with Judith Carey, Director of Student Affairs, Catherine Turner, Senior Advice Worker, and Marianne Mccall, English Language Centre Admin Officer, to discuss the Advice Centre.
- The Pension auto enrolment date is now the 1st July. All staff will be opted in.
- The Leadership Group is meeting on the 27th May 2015, the plan for the meeting needs to be created. It should focus on how Course Reps performed and improvements for next year.

9. Health and Safety

Noted:

- Nothing to note.

10. Any Other Business

10.1 Learning Spaces Survey

Noted:

- The Learning Spaces Survey will be taken to Academic Board.

10.2 Wealth At Work

Noted:

- HJW was contacted regarding Wealth at Work being accessed by students.
- They want to help students with finances by giving workshops.
- This would have to be a main campaign for next year and will require a lot of work.

Agreed:

- HJW will commit to the project.

Action:

- HJW to circulate the documents to the Executive Committee.

10.3 Fruit and Vegetable Market in Lincoln to be shut

Noted:

- The market will be shut down by the Council, students have been discussing this.
- More investigation should be done before the Union have a stance on this.

Date of Next Meeting: Friday 29th May 2015

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Chair

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Date

Confirmed