



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 9th November 2015 at 9am 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) – Volunteer Manager, Hannah Coleman (HC) – Head of HR and Operations and Megan Graham (MG) – HR and Office Assistant.

1.1 Apologies for Absence

Jenny Barnes (JenB) – Student Voice and Impact Manager and Wade Baverstock (WB) – Vice President Welfare and Community.

1.2 Declarations of Interest

No declarations of interest were received.

2. Minutes of the previous meeting

The minutes of the meeting on the 2nd November 2015 were approved with amendments.

3. Matters Arising

Noted:

- Tracey Hood, Activities Manager, will speak to Helen Evans regarding Sports Centre drop in's.
- NT gave MG a list of all Senior Rep Names and Titles.
- The Women's' Officer Conference was organised, NUS paid for travel costs.

Actioned:

- RL to bring a pricing plan for the Housing Fayre to the next Executive Committee.
- HJW to speak to RL regarding the trip to Sheffield Students' Union to potentially combine the staff trips.

4. Student Leader/Staff Ideas/Strategy

Noted:

- It was suggested that Grade 3 and 4 positions meet with Student Leaders regarding the Strategy to ensure all staff opinions are being heard.

Actioned:

- MG to arrange a meeting with all grade 3 and 4 positions to discuss the Strategy with Student Leaders.

5. SLP Proposal for Diabetes Group

Noted:

- The project aims to raise awareness of type one diabetes and support students with the condition, no money is being requested.

Agreed:

- The Diabetes Group student led project was approved.

6. Volunteer Celebration

Noted:

- Last year the Volunteer Celebration did not get the numbers it had in previous years, ideas are being sought to develop the award system.

- Previously there has been a themed afternoon with cakes where students can come at any point during the event to collect their certificates.
- It was suggested that all Platinum level volunteers be invited to the SU Awards and get recognition on stage as a collective with all names in the Handbook.
- The SU Awards takes place before the deadline for Volunteer hour submissions.
- As students often volunteer in the community they do not have a network of volunteer 'buddies' within the Union to attend the celebrations with.
- It was suggested that a BBQ could take place where students can come and get food, and those who have not volunteered can pay a small fee and attend as well.

Actioned:

- Student Leaders to speak to students about the Volunteer Celebration and bring an update and further ideas.

7. Student Leader verbal updates:

7.1 Vice President Activities

Noted:

- Player Layer gave Sammi a free top.
- Last Monday SS met with Player Layer, there are still issues where improvements have not been evidenced.
- Player Layer suggested having a video with key Team Players that have brought kit wishing other teams' good luck, these videos can be played throughout the year before matches and also promotes the kit.
- The Academic Societies Committees should be introduced to the Academic Reps.
- Everyone seemed very supportive of each other in the Sports and Society committee meetings.

Agreed:

- Player Layer can create the good luck videos.
- Approved Development Fund Requests: Forensic Society - £700, Stage Combat - £220, Electronic Music - £440, Dodgeball - £320.
- Pending Development Fund Requests: Rowing - £1000 – pending investigation.

Actioned:

- SS and TR to meet with Rowing and find out the circumstances of the damage to the boat and let them know their development fund request is pending.

7.2 Vice President Academic Affairs

Noted:

- A Social and Political Science Representative is being elected.
- There was no one standing for the Graphic Design Election the morning of 9th Nov.
- Postgraduate training took place Friday 6th November, with 4 out of 18 reps attending. The Grad School was there and the Reps were vocal about how to make the system work.
- NT will attend the first focus group for Printing Costs in Architecture and Design.
- NT met with Harriet Gross – Deputy Head of College of Social Science informing NT that there will be a new College of Business aiming to be set up in 2016/17.
- A new College Officer for the College of Business would need to be arranged; before a senior rep can be elected it would need to go to the Election Sub-Group.
- It was suggested that there should be a Postgraduate Officer for each College to reduce the workload of the one position.
- Careers Week starts the 9th November 2015.

Actioned:

- NT to speak to Scott McGinn, Acting Marketing Manager, about the Business College Rep to get the election guide updated.

- HJW to email the election sub-group about ratifying the Business College Officer position.

7.3 President

Noted:

- The Employment campaign launches on the 24th November – all survey questions have been finalised and the College Officers seem eager for the campaign.
- The All Student Members meeting went very well on the 2nd November.
- Cheerleading have a go fund me page which is not going into the Union account.

Actioned:

- SS to investigate the Cheerleading go fund me page.
- SS to investigate with Dean Howard, Group Finance Controller, if a go fund me page can be set up for a Union account.

8. Chief Executive Verbal Update

Noted:

- In the Limited Company there are issues with having no B grades on the pay spine points; this has been redone for the Students' Union.
- The Head Chef for the Swan will be advertised internally.
- The Assistant Entertainments Manager role will be recruited for soon.
- There is a temporary structure which will be evaluated after the strategy.
- The Administrative Support Worker position was advertised today with other vacant positions being advertised tomorrow.
- Gavin Shields, Maintenance Operative, will start work on the 16th November.
- James is a member of the Prevent Compliance Working Group, the University and Union are complaint communication from the University can be improved; JB is speaking to Caroline Low to get these policies more integrated.
- The Strategy is going well with 1900 students currently completed the poll.
- JB met with the University Estates team; they are having problems with contractors.

Agreed:

- The quoracy of the Executive Committee to be discussed at the next meeting, if someone within the current cook position is successful it will not be replaced.

9. Health and Safety

Noted:

- There are ongoing issues with the Engine Shed floors being slippery.

10. Any Other Business

- Nothing to note

11. Date of Next Meeting: Monday 16th November.

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Chair

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Date