



UL STUDENTS' UNION
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Representation, Participation, Inspiration

University of Lincoln Students' Union Executive Committee

Minutes of the meeting of the Executive Committee
Held on Tuesday 27 November 2012 at 10.00 am
In the Students' Union Board Room

Present:

Jennine Fox, President (Chair)
Tom Candy, College Representative – College of Science
Francesca Anderson, Officer for Students
Lindsay Westgarth, College Representative – College of Social Science
Andrew Twagira, Vice President Welfare & Diversity
James Wigger, Groups Officer
Kayleigh-May Coddington, Officer for Students
Wesley Wells, Vice President Academic Affairs
Dan Sam, Vice President Activities

Also in attendance

James Brooks, Chief Executive
Ian Johnston, Interim Deputy Chief Executive/Activities & Development Manager
Amanda Marshall, Executive Assistant

1.

1.1 Apologies for Absence

Apologies for absence were received from Hugh Lound, Officer for Students, Jade Snedeker, Sports Officer and Loryn Good, College Representative – College of Arts

1.2 Declarations of Interest

- No declarations of interest were received

2. Minutes and actions of the meeting held on 7 November 2012

Noted:

- The minutes of the meeting held on 7 November 2012 were agreed as an accurate record

3. Matters Arising

- 3. Facebook Group – Executive Committee** – JF to add James Wigger and Kayleigh-May Coddington to the Executive Committee Facebook group: this has now been completed.

- 4. Student Feedback from GOATing**

Did you Know? Campaign

The designer originally involved in this no longer wishes to be involved. Exec' members were encouraged to advise JF if they were aware of any interested graphic designers.

Prayer Room

AM to ask Chris Whitwood to record GOATing information

This has been actioned and CW is now liaising closely with AT.

Condoms

JF to contact PCT to request free supply of condoms for the SU

JF has delegated this action to the WAR (Welfare & Representation) Department, and has not yet been completed.

7. AGM 2013 Proposal

AM to follow up with AMer to check actions have been carried out – completed.

10. Project Updates & Campaigns

JF has now updated Student Council on the way forward following the referendum on smoking, and the majority were in favour of a single transferable vote being held alongside the March elections. More students are becoming aware of this now.

12. SU Open Day

JF to write script on what Exec' would like staff and students to ask during the day on 13 November 2012 – completed.

International Students Day

GS to speak to President of International Students' Group and advise Exec' of their plans for the day – paint and canvas were purchased for this and materials will be used for an alternative project.

Co-opting Reps

JB to ask AMer to come up with an action plan for running an on line election – position is still vacant.

4. National Student Money Week

Noted:

- This agenda item will be actioned outside the meeting, as the colleague from Student Services was unable to attend the Executive Committee meeting today.

5. Student Feedback from GOATing

Dissertation meetings

Noted:

- Some dissertation supervisors are not attending meetings scheduled with students – this issue will be raised at the next meeting of the Student Experience Committee

AMT Concession - library

Noted:

- Students are positive about this concession, although have commented that the prices are quite high. It is only open until 7.30 pm in the evening, and there is now no hot drinks vending machines in the library – TC will raise this at the next Student Experience Committee meeting

Body Issues Campaign

Noted:

- A member of Liberal Youth will be booking an Atrium stall as they wish to run a body issues campaign

SU Awareness – Courts accommodation

Noted:

- There is a lack of knowledge of the SU in Courts accommodation, and it has been difficult to engage international students

Housing

Noted:

- There continues to be a number of housing concerns, particularly with accommodation provider Lighthouse. AT is to check over the housing complaints recording form with JB, which will then be forwarded on to the University's Accommodation Office when complete.
- Follow up will take place with the students who have raised concerns after a couple of months.
- The SU will monitor this, and will ultimately be the first point of contact for students to lodge housing complaints.
- It was suggested that the academic complaints form be looked at as a possible format, with a view to possibly developing an area on the SU website for such forms.

University Careers Service

Noted:

- Feedback from students indicates that the Careers Service is under-resourced

Student Representatives

Noted:

- Some students representatives are not aware of the correct communication channels. There also appears to be a lack of clarity on the role of the appointed representatives. Students are posting issues on Facebook, rather than directing them to the relevant student representative.
- Staffing needs in the Union's Welfare & Representation department are being addressed, with an outcome anticipated to be known around February/March 2013 time.

Housing

Noted:

- Some Fresher's are unsure as to when they can apply for housing. JF suggested putting together a video or a talk containing generic housing advice.

Agreed:

- The Housing Fair should be held earlier in the year, and also not on a Tuesday as this is a heavily timetabled day.
- A video to be formulated

Action:

- **AT to prepare an action plan and rota around accommodation**

Eco Power Rangers

Noted:

- A lot of students are unaware of what Eco Power Rangers are.

Sports Teams

Noted:

- A lot of sports team are unhappy with cancellations of games and did not get their fees back (when other University's cancelled)
- Teams can apply to the Development Fund

Students' Union Lock-Up

Noted:

- There have been complaints about the Students' Union lock up. Sports Centre staff have been frequently rude to students, and double bookings have occurred for the back astro turf also. These concerns

will be taken to the next meeting of the Student Experience Committee.

**6. Campuses
Riseholme**

Noted:

- TC was pleased to report that all issues have now been dealt with and Life Sciences and Engineering students are happy
- All work hand-ins have now been moved to the Brayford Campus, and issues concerning the library have also been resolved.
- A new building has been erected at the Riseholme campus

7. SU Elections promotion

Noted:

- The Exec' would like a bigger elections turn-out this year. The nomination period has been changed to make it longer. Elections will be launched at the AGM on Friday 18 January 2013.
- Workshops will be held, including how to run, how to write a manifesto etc
- JF wishes the promo' to be changed so that it is sustainable for next year
- The Executive examined a number of sample posters prepared by Marcom's and agreed to discuss the strategy for elections promotion after the meeting

8. Feedback from key meetings

Noted:

- No feedback to receive

9. Finance

Noted:

- The month end accounts for October 2012 were received.
- These are the first accurate accounts to be produced and the Union is in a good financial position

10. Executive Reports

Received:

- An executive report was received and noted from the Vice President Welfare & Diversity

11. Project Updates & Campaigns

Snowflake Ball

Noted:

- Leaflets are being distributed to various areas, including postboxes, and courts. All the Executive team are requested to promote the Snowflake Ball at least once per day.
- It is a good opportunity to engage students who are not otherwise engaged with the Students' Union.

Varsity

Noted:

- The University of Lincoln sports teams plan once more to compete against Derby, which may change next year
- Wristbands will be purchased to build up hype and raise money for charity using a supplier recommended by JB
- There will be a competition held for the students, with three top prizes

Alternative Varsity

Noted:

- A meeting has taken place to commence discussions between the VP Activities and the University's Deputy Director of Communications, Development & Marketing about a joint event with RAF Cranwell.
- This event may possibly take place in February 2013, and will be held for 'Help for Heroes' – University sports teams will compete against RAF sports team
- The aim is to include as many sports teams as possible
- This is a great opportunity to raise funds and engage the community

Zombie Run

Noted:

- Despite high interest from students the Zombie run is not now going ahead, as the VC was not supportive of this.

Interfaith Group

Noted:

- As it is Interfaith Week this week a group of students are due to meet in the Atrium tomorrow, and each faith will speak for five minutes each.
- This has been arranged in conjunction with the University Chaplain and anyone is welcome to attend.
- There is a desire from a number of students to set up an interfaith group (from the Islamic Society, Christian Union and Catholic groups), but this should ideally be a society due to the very different mix of opinions and beliefs.

Agreed:

- Exec' agreed to put this on hold pending the outcome of the governance review.

12. Communications Priorities

Agreed:

- Snowflake Ball, AGM, Accommodation, Elections, Careers (a short survey will be launched shortly on the University's Careers Service and Timetabling to gather evidence

13. Any Other Business

Crime Campaign

Noted:

- Interest was expressed in running a crime campaign in the West End area of Lincoln, as there has been an increase recently in crime in student areas

Meetings Feedback

Noted:

- The University is looking at a new format for committees to involve students, with students providing input via Twitter

Discussed:

- The Executive discussed perhaps piloting this, and discussed holding the Executive Committee in an alternative meeting room venue (ie in the VCO or room MB1109 in the University's main building)

13. Date of next meeting

Noted:

- The next meeting of the Executive Committee will take place on Thursday 13 December 2012 at 2.00 pm

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(Chair)

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Date