



ULSTUDENTS' UNION  
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**University of Lincoln Students' Union**  
**Minutes of a meeting of the Student Council**  
held on Friday 8<sup>th</sup> February 2013 at 12.00pm  
in The Platform, The Engine Shed

**Present:**

Chair

John Fernandez

Council Members

Jennine Fox (President)	Wesley Wells (VP Academic Affairs)
Andrew Twagira (VP Welfare & Diversity)	Daniel Sam (VP Activities)
Daniel Sparrow (Sports Council Rep)	Charlotte Greenley (SLR Psychology)
Joseph Hartley (SLR Sport)	Lindsay Westgarth (College Officer Social Sciences)
Victoria Hackett (SLR Business)	Nicola Sole (SLR Architecture)
Francesca Anderson (Officer for Students)	Beth Burr (SLR Art & Design)
Sophie Rayment (SLR Law)	Abisoye Osundairo (Societies Rep)
Linford Butler (SLR Performance - deputy)	Loryn Good (College Officer Arts)
Emma Farry (SLR Social Sciences)	Josh Leafe (SLR Computing)
Jade Snedeker (Sports Officer)	Thomas Candy (College Officer Science)
James Wigger (Groups Officer)	Calum Watt (Societies Council – deputy)

Students' Union Members

Charlotte Smith	James Hayward
Brian Alcorn	Hammad Khan
Marcell Grant	Chris Ng
Fiona McLeish	Chris Whitwood
Alexandra Westwood	Joe Burt
Byran Malcolm	Peter Lightbody
Xin Liu	James Nichols
Patrick Lewis	

Also in Attendance

James Brooks (Chief Executive Officer, Students' Union)  
Ian Johnston (Interim Deputy CEO/Activities & Development Manager)  
Emily Hill (Sports & Societies Worker)  
Aidan Mersh (Representation Co-ordinator)  
Rebecca Pocock (Democracy Worker)  
Kirsty Barnes (Representation Intern)  
David Drury (Rotary Club Lincoln)  
Alfred Schneider (Rotary Club Lincoln)

## **Welcome from John Fernandez**

- John introduced the Rotary Club Lincoln who gave a brief overview of their activities in Lincoln.

### **Noted:**

- Alfred Schneider President of the Rotary Club Lincoln introduced their Club. The Club organises fun events which the public are invited to enjoy. These events raise money for local and international charities/communities and enable them to respond with aid in an international crisis.
- The Rotaract Club is for younger members and can be set up as a University Society and affiliated to the local Rotary Club branch. There are opportunities for members to take part in events and competitions. The Club also sponsors students for 2 years to take Peace & Conflict Resolution Studies courses. In the UK students are sponsored to go to Bradford University.
- Mr Schneider extended an invitation for students to come to the Peace Forum being held on the 20<sup>th</sup> April at Hull University.
- Mr Drury spoke about ways that students could become involved in raising money for charity with the local branch. He suggested a pancake race, students helping on the stand at the Christmas market, development of the Rotary website and social media applications, involvement with projection of images onto the Westgate Water Tower.
- Mr Drury invited younger members to join the club.
- John Fernandez thanked the Rotary Club for attending our meeting.

## **1. Apologies for Absence**

### **Noted:**

- Apologies were received from Stacey Addison, Scott Davidson, Judith Carey, Mike Neary, Claire Markham, Emma Bush, Edward Fowles, Charlotte Hurrell, Kay Coddington.

## **2. Approval of Minutes**

### **Agreed:**

- The minutes of the Student Council meeting held on the 7<sup>th</sup> December 2012 were approved without amendments.

## **3. Matters Arising**

### **Noted:**

- The Housing sub-committee has not yet been formed
- There will now be an additional slot for International Students to have their documents checked at the Business & Law Building. Students can now have their documents verified in 3 hour slots on Tuesday, Thursday and fortnightly on a Wednesday.

## **4. Summary of Key Union Meetings**

### **Sports & Societies Council**

#### **Noted:**

- Gooleswari Seeburn (Societies Officer) was not present at the meeting. Jade Snedeker (Sports Officer) was delayed due to an academic engagement. Dan Sam (VP Activities) gave the update on their behalf.
- There were no new emerging clubs/societies.
- There is £2000 left in each development fund for Sports & Societies.
- There have been a large number of activities and events recently by Union clubs/societies e.g. ACS 'Take me Out' event.
- Sports Clubs are doing well, they remain in the 40<sup>th</sup> percentile of the League Tables. Individual sports participation in BUCs events is also good.

## **Groups Council**

### **Noted:**

- James Wigger (Groups Officer) gave an update on the last meeting.
- Members discussed the importance of diversity groups fulfilling a social as well as a political function. There was concern that diversity positions in the new Officer structure may not be filled due to a focus on social activities from members.
- Groups representatives stated that publicity about the groups needed to be better supported by the SU.
- Groups had requested to use the SU social media channels to promote themselves.
- The money that was set aside for RAG will be discussed at the next meeting.
- James Wigger is to investigate why ISG and DSG are not attending Council meetings.

## **Executive Committee Summary**

### **Noted:**

- Jennine Fox (President) gave the summary on behalf of the Executive.
- The Executive Committee has been reviewing Refreshers Fayre and the Housing Fayre.
- The dates for the Housing Fayre have been a topic of discussion. Awareness needs to be raised on potential difficulties with signing contracts for housing, especially if students sign these contracts early.
- Council was asked for an opinion on the date. 8 indicated that the Fayre should be prior to Xmas and 8 indicated that the date should be after Xmas.
- Sports & Societies Fayre feedback indicated that the event benefitted societies more than sports teams as most teams had already been chosen by the date of the Fayre.
- Healthy Campus week was discussed and there was a suggestion to combine this date with Refresher's Fayre.
- Kay Coddington (Officer for Students) submitted a proposal for a group of volunteers to sleep out on Campus somewhere to raise awareness and funds for the Nomad Trust.

## **Board of Trustees**

### **Noted:**

- The Bye-law changes as proposed at AGM were enacted.
- Preferred kit suppliers were discussed.

## **5. Officer Update**

Wesley Wells (VP Academic Affairs)

### **Noted:**

- The Student Staff Conference was a success, one of the most popular sessions was about subject committee meetings which will be improved following feedback from these sessions.
- Student Council extended their congratulations to Wesley Wells for organising a successful conference.

Andrew Twagira (VP Welfare & Diversity)

### **Noted:**

- The Student Buddy project started in October 2012. 10 students have been trained by senior social care lecturers to provide one-to-one support for students.
- Business cards are now available from SU reception and will be distributed around campus.
- Go Green Week will be held in conjunction with Student Volunteer and national Money Week.
- A swish event is being held on the 13<sup>th</sup> February. Students can donate up to 5 items and get a voucher per item to exchange for goods at the event.
- A multi-faith space will be opened in September 2014 in Witham House next to the Sports Centre.

- Student Council congratulated Andrew Twagira for his involvement in this campaign.

Dan Sam (VP Activities)

**Noted:**

- Preparations are well underway for Varsity 2013.
- Students were encouraged to fill in their volunteer logs and get them signed off in a timely manner with the relevant member of staff.

Jennine Fox (President)

**Noted:**

- The Stamp It Out Campaign had had over 600 signatures on the petition. Officers are aiming for over 1000 signatures. Members were asked to encourage students to sign the petition. More T-shirts will be available for the campaign soon.
- AGM has been reviewed and the Officers are concerned that it is not accessible to students. The language used in democratic processes will be changed from 'motion' to 'idea'. The format may potentially be changed to AGM in November with the addition of two further All Student Meetings where all members can vote.
- The strategic review is underway. Members were encouraged to fill out the stakeholder surveys and return to the Union.

## 6. Catering Sub-Group

**Noted:**

- The sub-group has not met since the last Council meeting.

## 7. Student Ideas (motions)

### 7a) Zero Tolerance

**Noted:**

- This policy has been submitted to safeguard all members in all Union activities.

**Agreed:**

- The policy idea was accepted with no amendments.
- 21 members voted in favour of the idea, there were no votes against or abstentions.
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### 7b) Providing Support to Students

**Noted:**

- This idea proposes the SU prioritise provision of support for students for the next 3 years.

**Agreed:**

- The policy idea was accepted with no amendments.
- 21 members voted in favour of the idea, there were no votes against or abstentions.
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### 7c) Student Accommodation, beyond compliance

**Noted:**

- Student Accommodation which is part of the accreditation scheme is evaluated on the structure of buildings and does not include assessment of the student experience.
- This idea was submitted in order to ensure the creation of a method of data collection which will inform students' choices around the selection of accommodation.
- Members asked how the survey and results would be publicised and if the data would be available to students at open days and students not yet studying at Lincoln.
- Andrew Twagira stated that the final details around marketing the survey were still being confirmed. The results would be widely available, the strategic review will inform the decisions around the publication of information.
- Andrew Twagira stated that the information submitted by students would be available on the website.

- A member asked if there would be a conflict of interest for the Students' Union as some of the sponsorship money for the SU is sourced from a Student letting agency.
- Andrew Twagira replied that the data would be published without being edited and ratings would be made according to the information received, therefore he did not perceive that a conflict of interest would arise.

**Agreed :**

- The policy idea was accepted with no amendments.
- 19 members voted in favour of the idea, there were no votes against or abstentions.

**7d) Welcoming International Students & Postgraduates**

**Noted :**

- This idea was submitted in order to ensure that the Officers are mandated to focus on this in coming years.
- A member suggested that the idea be amended to include minority, mature and home-based students within the policy.

**Agreed:**

- The idea was amended to include mature students.
- 16 members voted in favour of the amended idea, there was 1 abstention and no votes against the idea.

**7e) Speaking to Students**

**Noted:**

- This idea mandates the Officers to allocate at least 4 hours a week of their work time to talking to students.
- A student enquired if there were to be any specific requirements on how this time would be split.
- Wesley Wells stated that this would be decided by the individual Officer.

**Agreed:**

- The policy idea was accepted with no amendments.
- 16 members voted in favour of the idea, there were no votes against or abstentions.

**7f) Waiting in the Union**

**Noted:**

- There are currently no designated waiting areas within the Union.
- This idea mandates the Union to provide suitable waiting areas and a form of entertainment for Students.
- A member commented that space is limited in the Union and that it is essentially a business space. Members would need to consider whether the designation of areas as student waiting areas be disruptive to staff and create space shortages.
- A member commented that the Student Union would benefit from larger areas for socialising.
- A member suggested that the Union use funds to improve front desk services or improve staff training to reduce waiting times.
- Dan Sam (VP Activities) stated that students mainly were waiting for specific members of staff therefore reduction in waiting times would be most impacted by re-structuring how payments are taken by the Union. This will happen over the coming year.
- A student suggested the idea be amended to remove reference to a games console and replace with a requirement to have a greater area for social space.

**Agreed:**

- Members were in agreement that this amendment would substantially change the motion therefore it was agreed to reject this amendment.

- The original idea was defeated. 7 members voted for the idea, 4 voted against and 5 abstained.

### 7g) **Union Activity Sponsorship**

#### **Noted:**

- This idea sets out a requirement for the Student Union to investigate the possibility of securing sponsorship from outside clubs and bars for Union activities.
- Dan Sam (VP Activities) stated that this idea was debated at Sports & Societies Council. It was generally considered that there would be a benefit from sponsorship, however there would need to special consideration given to links with establishments promoting alcohol.
- A Student commented that in his experience as a club promoter, sponsorship agreements were generally not beneficial to Student Unions.
- A member enquired as to whether specific teams would be targeted for sponsorship and if so whether this would cause inequality. Another member asked if clubs would be tied to specific bars.
- Dan Sam commented that the details of the sponsorship had not been considered, the idea merely mandated the Union to explore the options.

#### **Agreed:**

- The idea was defeated. 4 members voted for, 1 against and 11 abstained.

### 8. **Student Open Session**

Nothing to note

### 9. **Any Other Business**

#### **Noted:**

- Idea 9b has been withdrawn since the circulation of the agenda.

### 9a) **Room Bookings**

#### **Noted:**

- This idea was submitted after Union teams and societies repeatedly experienced difficulties in securing suitable rooms for their meetings.
- University policy is to enhance the student experience therefore it can be argued that better provision should be made for teams and societies by providing adequate space for meetings.

#### **Discussed:**

- The necessity to prioritise academic requirements over Union meetings.
- Which rooms are managed by the room bookings system

#### **Noted:**

- The proposer stated that societies book rooms quite far in advance. There is frustration that there is little forward planning or communication between University departments and students.

#### **Agreed:**

- An amendment proposed to exclude the LPAC from the policy was defeated following a speech proposing that the policy should apply only to the central booking system. 1 member voted for, 8 voted against and 1 abstained.
- A further amendment was proposed to specify the policy applies only to the central booking system. 13 members voted for, 0 members voted against and 4 members abstained. The amendment was passed.
- A further amendment was proposed to remove reference to the University Board of Governors in section 4 and replace with the Student Experience Committee. The amendment was passed, 14 members voted for, 0 voted against and 3 abstained.
- A vote was taken on the amended motion, that the policy apply only to the central room bookings system and that the Student Experience Committee be specified in section 4. 14

members voted for the amended motion, 0 against and 3 abstained. The amended motion was passed by a majority vote.

**Noted:**

- Jennine Fox (President) reminded members that Alterline would be conducting surveys around Campus as part of the Strategic review.
- Elections nominations are now open.
- Varsity wristbands are now available for £1 from Dan Sam.

**12. Date of Next Meeting**

The next meeting on the 8<sup>th</sup> March 12-2pm The Platform, The Engine Shed.

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I certify that the above minutes are a true and accurate summary of the meeting held on 8<sup>th</sup> February 2013, and have been approved by Student Council. These minutes will now be publicly available.

.....  
Name (Chair)

.....  
Date

CONFIRMED



UL STUDENTS' UNION  
www.lincolnsu.com  
*Representation, Participation, Inspiration*

## UNIVERSITY OF LINCOLN STUDENTS' UNION

**Motion 8<sup>th</sup> February 2013**

### **Welcoming International Students & Postgraduates**

**Proposed by:** Wesley Wells, **Seconded by:** Patrick Lewis

#### The Union Notes

1. Some International Students at the University feel alienated from the UK students because of language barriers, cultural differences and other reasons.
2. The International Students are primarily dealt with by the English Language Centre once they are on Campus; their resources are aimed at the academic integrity of the students.
3. Some postgraduate students at the University equally feel that the cultural of University is aimed at younger students and are sometimes unable to relate to the activities provided.

#### The Union Believes

1. That the Union has a duty to ensure all students feel welcome on campus
2. That the Union has a duty to ensure International Students especially are given the opportunity to get the best out of their studies here at Lincoln by providing a social and cultural education.
3. That the Union has a duty to ensure Postgraduate Students are able to enjoy their time at University by providing them with the same high-class experiences as the Union does for the average 18-21 year old UnderGraduate.

#### The Union Resolves

1. The Union will host an International, mature and postgraduate specific events at the relevant times of the term with an intention to help better integrate the student population.





## UNIVERSITY OF LINCOLN STUDENTS' UNION

Motion 8<sup>th</sup> February 2013

### Motion to Recommend Improvement on the Performance of the Room Bookings Department at the University of Lincoln

(From the Societies Council of the Students Union of the University of Lincoln)

Submitted by: Lincoln Debating Society

Sponsored by: Lincoln Politics Society

#### The Council notes appreciatively:

1. Official University policy that explicitly states:

“The University encourages and supports student engagement and representation across all of its areas of activity”<sup>1</sup>

2. That in the same document it says:

“The UL framework for student engagement includes student involvement in quality processes and protocols as well as student engagement across teaching, learning and research, as well as supporting student engagement with the broader areas of the student experience.”<sup>2</sup> 3. That the central booking system and policies of the university do not cover specialist rooms and spaces and such this policy only applies to the central booking system.

#### Council further notes, with regret:

1. That the Room Booking Department of the University of Lincoln is responsible for the booking of all venues within the University.

2. That this academic year both Societies Council and its sister council for Sports have twice been forced to meet in the Platform (part of the Engine Shed) rather than a more appropriate venue such as a lecture theatre.

3. Societies applying to use specific rooms at specific times necessary for their purposes have been given alternative, sometimes totally inappropriate, spaces when it has later been found that the rooms requested were freely available at that time.

4. Societies frequently have their room bookings moved or cancelled with little or no warning.

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<sup>1</sup> Preamble to University of Lincoln Student Engagement and Representation Policy, June 2012, available at: <http://visit.lincoln.ac.uk/C15/C2/UniversityAcademicPolicies/Document%20Library/Forms/DispForm.aspx?ID=138&Source=http%3A%2F%2Fvisit%2Elincoln%2Eac%2Euk%2FC15%2FC2%2FUniversityAcademicPolicies%2Fdefault%2Easpx&RootFolder=%2FC15%2FC2%2FUniversityAcademicPolicies%2FDocument%20Library>

<sup>2</sup> Preamble to University of Lincoln Student Engagement and Representation Policy, June 2012, available at: <http://visit.lincoln.ac.uk/C15/C2/UniversityAcademicPolicies/Document%20Library/Forms/DispForm.aspx?ID=138&Source=http%3A%2F%2Fvisit%2Elincoln%2Eac%2Euk%2FC15%2FC2%2FUniversityAcademicPolicies%2Fdefault%2Easpx&RootFolder=%2FC15%2FC2%2FUniversityAcademicPolicies%2FDocument%20Library>

5. There have been multiple cases of rooms being double booked for different societies and in some cases, despite the Society recorded as having booked the room first producing the relevant documentation confirming this fact; University security has moved that Society instead, often to a space inappropriate for their purposes.

6. At least one student Society has been banned from booking rooms without any prior warning, evidence being produced to support their claims against them or apparent effort on the part of the University to consult that Society about the problem prior to the ban being imposed.

7. That the University's board of governors, of which the Vice-Chancellor & the Student's Union President are members, have ultimate responsibility for the proper workings of their departments.

**Council Believes:**

1. That student Societies and Sports Clubs play an important role in creating a vibrant, fulfilling and varied "student experience" at the University.

2. That in accordance with University policy; in common with all other parts of our institution, the Room Booking department is obliged to support students who wish to engage in the student experience and be properly represented through established bodies such as Societies & Sports Councils and the Student Council as set out in the Engagement and Representation policy.<sup>3</sup>

3. The Room Booking department's obligation to support students includes both ensuring that the aforementioned representative bodies are able to secure appropriate venues for meetings and that it must also facilitate the individual needs of Societies and Clubs who require spaces for a variety of different purposes at different times throughout the academic year.

4. That as part of this obligation, the Room Booking Department is also failing to provide adequate accommodation for the respective Sports and Society councils. This has resulted in some members struggling to hear others speaking and is hampering our efforts to hold effective meetings.

5. That the University's Board of Governors should ensure that all of the departments that it is responsible for are acting in a way that is proper and is supporting the aims of the Student Engagement and Representation Policy.

**Council Calls for:**

1. The Room Booking department to provide council with adequate accommodation in a lecture theatre of the University.

3 Section: "Support at an Institutional Level" of the above.

2. The Room Booking Department to ensure that all Societies have their room bookings honoured and further to ensure that if there is a double booking, that the earlier booking is honoured.

3. The department to ensure that it does not arbitrarily move bookings in order to accommodate others and instead consult the relevant Society at least a week before the booked date, except where bookings occur within that week.

4. The University's Student Experience Committee to formally investigate the Department if these requests are not fulfilled by the department within one month.