



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 19th August 2015
at 11am in the Students' Union Boardroom.

Present:

Nyasha Takawira (NT) – Vice President Academic Affairs (Chair), Wade Baverstock (WB) – Vice President Welfare and Community, Sammi Storey (SS)- VP Activities, James Brooks (JB) – Chief Executive

Also in attendance:

Hannah Coleman (HC) – Head of HR and Operations. Jenny Barnes (JB) - Student Voice and Impact Manager and Lindsay Westgarth (LW)- Student Voice Administrator for agenda item 8 only. John-Paul Dickie (JPD)- College of Arts Officer for agenda items 8 and 9.

1.1 Apologies for Absence

Apologies were received from Hayley Jayne Wilkinson (HJW) - President, Aidan Mersh (AM) – Head of Membership Services and Marketing and Megan Graham (MG) - Office Administrator.

1.2 Declarations of Interest

- No declarations of Interests were received.

2. Minutes of the Previous Meeting

The minutes from the meeting on the 4th August 2015 were agreed as an accurate record.

3. Matters Arising

Agreed:

- Matters Arising to be rolled over to the next Executive Committee.

4. Activities Membership

Noted:

- Agenda Item not discussed as it was discussed outside of the meeting.

5. Graduation Ball

Agreed:

- Student Leaders to promote the Graduation Ball.

6. Code of Conduct

Agreed:

- The updated Code of Conduct was approved.

7. Disciplinary procedures for member(s), committees, societies and sports clubs

Noted:

- The document has been approved by the University.
- The procedure is no longer a Standing Order. It has been made into a complaints procedure.

Agreed:

- The changes made within the Disciplinary procedure were approved.

8. Standing Orders

Noted:

- Standing Orders have been reviewed and updated.
- The Standing Orders will be emailed out to Student Council members as per business critical powers for an online discussion.
- The President does not have to go to all Zone Meetings due to diary commitments.
- The Standing Order for Gender has not been included as there are a lot of changes. This Standing Order will be presented at the first Student Council.
- International Committee will be under WB until an International Officer is in office.
- JB and LW were commended for their work on the Standing Orders.

Agreed:

- All Standing Orders presented were approved.

9. College of Arts Careers Week Proposal.

Noted/Discussed:

- College of Arts Career Week proposed w/c 9th -15th November 2015.
- Student feedback showed students want more relevant career employability advice.
- The week is open to all Schools in the College, one School per day however Schools can cross over during the week.
- The Platform has been booked for a venue during the week.
- The budget for the event has yet to be confirmed.
- Branding would be Careers and Employability and SU.
- JPD requested help with the design and marketing of the event.
- The Union's Marketing team are extremely busy at the moment.
- JPD could speak to students to enquire if they would design the publicity for the event.

Agreed:

- NT to speak to Scott McGinn, Communications Co-ordinator regarding the marketing and design of the event.

10. SU Radio Show and Vlogs

Agreed:

- Agenda Item to be rolled over to the next Executive Committee.

11. Student Leader Verbal Updates

VP Activities

Noted:

- Heads of Sports facebook pages to be used more.
- The title for the 'Summer Ball' proposed is being reviewed.

Agreed:

- SS to investigate the possibility of having an SU App and review what the app would do that SUMS could not perform.
- HC to organise a meeting with JB and SS to discuss SS ops plan. SS to send ops plan to JB.

VP Welfare and Community

Noted:

- LGBT Officer will be in place by Thursday 20th August.

- WB is to meet with Ben Ball, Residential Services Manager to discuss the housing campaign and accreditation scheme.

VP Academic Affairs

Noted:

- Training for Reps has been planned.
- College Officer Training is occurring on the 19th August 2015.
- PG months is occurring in November and the PG website is being well received.
- Ideas of SU involvement for PG month need to be submitted by mid September.

Agreed:

- HC to speak to Jennifer Barnes to obtain the amended Student Written Submission and send to JB (CEO) for final approval prior to it being circulated.

12. Chief Executive verbal update

Noted:

- Nothing to note.

13. Health and Safety

Noted:

- The Union passed the fire audit.
- No other Health and Safety to note.

14. Any Other Business

Disabled Students Banner

Agreed:

- Banner costing £50.00 to be purchased from JB'S budget to replace the banner with the old logo on.

Enterprise Cheque

Noted:

- The tree will cost an extra £195.00 due to a delivery charge.

Agreed:

- The original tree proposed will not be brought due to the increase in price of it.
- WB to speak to students in the College of Arts to design and produce the tree.

Advice Centre Magnets

Noted:

- Magnets with the Advice Centre logo and number could on every fridge in Courts and other halls of residence.
- To reduce the costings of this, the Union could work with Well Being and have both logos and number on the magnets.

Agreed:

- WB to bring the costings of the magnets for Courts and other halls of residence to the next Executive Committee for approval.

15. Date of Next Meeting: 7th September 2015

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Chair

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Date