



UNIVERSITY OF LINCOLN STUDENTS' UNION EXECUTIVE COMMITTEE

University of Lincoln Students' Union Executive Committee 22nd July 2015
at 10am in the Students' Union Upstairs Meeting Room

Present:

Chair; Hayley Jayne Wilkinson (HJW)
Sammi Storey (SS) – Vice President Activities
Wade Baverstock (WB) – Vice President Welfare and Community

Also in attendance:

Hannah Coleman (HC) – Head of HR and Operations
Dean Howard (DH)- Finance Controller (only for Agenda Item 6)

1.1 Apologies for absence

Apologies for absence were noted from Nyasha Takawira (NT) – Vice President Academic Affairs, James Brooks (JB) – Chief Executive and Aidan Mersh (AM) – Head of Membership Services and Marketing.

1.2 Declarations of Interest

No declarations of interest were received.

2. Minutes of the previous meeting

The minutes from the meetings on the 14th July 2015 and 16th July 2015 were agreed as an accurate record.

3. Matters Arising

Noted:

- WB has spoken to Jane Kilby, Volunteer Manager regarding World Hello Day. Further information is being sourced regarding the event before an update can be provided.
- A meeting has been scheduled with Judith Carey (JC), Director of Student Affairs regarding the Hardship Fund. Two colleagues of JC's are due to be invited.
- Snow sports are content with their current sponsorship agreement, no changes are to be made.
- WB has discussed the Carholme Community Gala with the Carholme Community Rep and what the SU involvement will be. Stewards are required for the event.
- An email will be sent today regarding the LGBT Officer stepping down. Following the Standing Order, the Committee can co-op a person from the elected committee then hold a bye-election at the start of the year.

Meeting went into a closed committee

Agreed:

- Roll over Matters Arising item 4 to next Executive Committee.

4. Standing Orders

Noted:

- WB is reviewing and updating all Standing Orders apart from Standing Order 1002 to make the wording clearer and more understandable.

- To use the updated Standing Orders as templates for SS and NT to review the Academic Representation Committee and Activities Standing Orders.

Agreed:

- WB to review and bring the updated Standing Orders to the Executive Committee.

5. Chair of Student Council

Noted:

- Jennifer Barnes, Student Voice and Impact Manager is drafting a letter which will be sent via email on the 23rd July 2015 to introduce herself and explain the need for a Chair of Student Council.

Agreed:

- The Executive Committee to be cc'd into the email sent.
- HJW to look at the minutes of a previous Executive Committee for the wording to be used for the reason why a new Chair of Student Council is required.

6. Enterprise Cheque

Noted:

- A cheque of £1500 has been received from Enterprise by the volunteering department. The funds are restricted for community engagement and can be used throughout the year.
- An update must be written when funds are spent and sent to Enterprise.
- It is important that any funding is from a legitimate source and a full breakdown is provided on what can be purchased with the restricted funds.
- A policy on restricted funding will be included in the updated Financial Regulations.

Meeting went into a closed committee

7. Student Leader Verbal Update

Vice President Activities

Noted:

- SS is due to meet with Lecturers to discuss Student Led projects.
- SS Operational Plan is progressing well with clear defined actions stipulated.
- The Sports Strategy will be SS number one priority within her Operational Plan.

Vice President Welfare and Community

Noted:

- A student housing issue has been received which has been sent to Rachal Lilley, Advice Centre Manager to look into.
- Standing Orders are being reviewed.
- Liberation Groups are being contacted to get information for Freshers Week.
- Interest from students has been received regarding media opportunities within the SU which has been passed onto Rachael Townsend, Marketing Manager.
- WB is waiting for a reply from WERA (West End Residents Association).

President

Noted:

- Student Leader training is progressing well.
- Work has been started on finance workshops.

8. Chief Executive Verbal Update

Noted:

- Nothing to note.

9. Health and Safety

Noted:

- JB and HC undertook a monthly Health and Safety check of the entire building.
- The flooring behind the bar in the Towerbars is due to be replaced.
- The carpet in the foyer of the Towerbars entrance is coming up; new flooring is being looked at.

10. Any Other Business

JobShop/ Lincoln Award

Noted:

- The drop in service of all the Union's departments will now be held upstairs within the Union building.
- As a consequence, the Careers and Employability service are looking at moving the JobShop/Lincoln Award service to a new location outside of the Union building.
- Moving the JobShop/Lincoln Award would affect students negatively.
- A lot of members of the Union engage with the JobShop/Lincoln Award service.
- The proposed new location is not in a prime location as is the Union building.
- HJW declared a conflict of interest regarding Careers and Employability as her partner will be working for them as an intern.

Agreed:

- The Executive Committee was in agreement to maintain the JobShop/Lincoln Award service within the SU building.

11. Date of Next Meeting: Tuesday 4th August 2015.

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Chair

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Date