

Student Council Minutes

Tuesday 17th October 2017, 17:15-19:15 EEG021

Agenda

1.	Welcome and introductions
2.	Apologies
3.	The role of Student Council and its members
4.	Declarations of interest
5.	Minutes of previous meeting
6.	Matters arising from the minutes/action points
Approval Items	
7.	Approval of New Clubs and Societies -Mature -St John's Ambulance -Photography
8.	Process for co-option for remaining vacancies on Student Council
Reporting Items	
9.	Update from Executive Committee
10.	Update from the Board of Trustees
11.	Officers' reports – questions/comments
Information Items	
12.	SU Strategic Plan Presentation
13.	Governance Review Update
Any other Business	
14.	Any other business

Attendance

Student Councillors present:

BUCS Clubs Rep	Alex Gardener	AG
Non BUCS Clubs Rep	Alex Thomas	AT
Postgraduate Rep	Kathryn Spicksley	KS
Ethnic Minority Officer	Lexian Porter	LP
International Students' Officer	Halide Aydin	HA
LGBT+ Officer	Jordanne Wozencroft	JW
President	Jade Haley	JH
VP Education (Chair)	Euan Morrison	EM
Mature Students Officer	Louise Le Page	LLP
Women's Officer	Robyn Platt	RP

Also in attendance:

Chief Executive	Sophie Williams	SW
Student Engagement Manager (Secretary)	Tim Hewes-Belton	THB
Maryam Nasir Ali	NUS Conference Delegate	MNA

Apologies Received:

Student Disability Officer	Frances Storey	FS
VP Student Activities	Sophie Glenny	SG

Not Present:

General Interest Societies Rep	Leanne Bowers	LB
Academic Societies Rep	Jacob Hallatt	JHa
Welfare Officer	Tapiwa Makaka	TM

Minutes

1.	Welcome and introductions EM welcomed everyone, to the first Student Council of the academic year and explained that he would be chairing, due to the failure to elect a Student Council Chair in the Autumn Elections. He invited everyone to introduce themselves. The role of the staff members present was explained.							
2.	Apologies Apologies were received from Fran Storey and Sophie Glenny							
3.	The role of Student Council and its members EM invited THB to deliver a short presentation outlining; what the meeting is and what it does, how councillors should prepare before attending the meeting, useful meeting terms and their meanings, the structure of the meeting, how the voting works and what happens to decisions made by Student Council.							
4.	Declarations of interest EM asked those present if there were any declarations of interest for any agenda items. LLP and RP declared that they were on the prospective committee for the proposed Mature Students Society.							
5.	Minutes of previous meeting These were approved as an accurate record of the meeting							
6.	Matters arising from the minutes/action points <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; padding: 5px;"> Action 01: THB to send all items for approval round to councillors and inform them of the outcome of the votes. </td> <td style="width: 40%; padding: 5px;"> This was completed and all votes carried out </td> </tr> <tr> <td style="padding: 5px;"> Action 02 HP to include Bye-law changes regarding RAG and SLS are included in his report to Trustees (Policies 2016-17_005 and 2016-17_006) </td> <td style="padding: 5px;"> This was completed </td> </tr> <tr> <td style="padding: 5px;"> Action 03 JH to report back at next meeting regarding the implementation of Policy 2016-17_007. </td> <td style="padding: 5px;"> The feedback from this policy was fed back to the Careers and Employment Service. Action 01: JH to follow up on developments </td> </tr> </table>		Action 01: THB to send all items for approval round to councillors and inform them of the outcome of the votes.	This was completed and all votes carried out	Action 02 HP to include Bye-law changes regarding RAG and SLS are included in his report to Trustees (Policies 2016-17_005 and 2016-17_006)	This was completed	Action 03 JH to report back at next meeting regarding the implementation of Policy 2016-17_007.	The feedback from this policy was fed back to the Careers and Employment Service. Action 01: JH to follow up on developments
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	<p>Action 04: HP supported by THB to ensure Law committee understands SU processes regarding representation and that the society understands that they should not circumvent these.</p>	<p>THB met with the Law Society during Societies Training Conference and the society is fully affiliated to the Union</p>
	<p>Action 05: JH to ensure concerns regarding language that is not only undergraduate focused within the Student Charter are fed back to the University.</p>	<p>JH fed this back to Kevin Pickess the academic registrar and it will be taken forward in the charter for 2018-19</p>
	<p>Action 06: NUS Delegates to report back from Conference for discussion at next meeting. JH to ensure report is sent to councillors over summer. Councillors are free to contact Jade over the conference period with any comments on other motions or with questions for hustings.</p>	<p>JH compiled a report that was sent to previous Student Council members.</p> <p>Action 02: JH to forward NUS Conference Report to current councillors.</p>
	<p>Action 07: JH to contact Student Accommodation for an update on the development of a new housing platform (Policy 2016-17_004)</p>	<p>JH has contacted the University Accommodation team and it has been fed back that this is not possible due to concerns that students may be bribed into giving good reviews.</p>

Approval Items

7.

Approval of New Clubs and Societies

JH explained that due to SGs absence she will lead on the process. THB clarified that while new Sports Clubs would still be required to submit budgets, it is no longer a requirement for new societies.

Mature: JH invited LLP to speak and go over the aims of the proposed society. LLP gave an overview explaining the society would be social and supportive in nature and asked for questions.

KS advised that she had attended the Research Students Forum on 16/10/17 and that concerns had been expressed there that many services were not as available to PGR students and asked if some events could be held at Jenny Lind. LLP took on the point and agreed that the society would be able to and they wanted to be as inclusive as possible.

A discussion followed were the following was discussed:

- The need for the proposed society to work with the Postgraduate Student Network.
- The issues postgraduates face r.e. group cohesion
- The similarities and differences between mature undergraduates and postgraduates.

LLP asked if the proposed budget of £10 was too much. Following a short discussion focusing on value for money and running costs it was decided to reduce the fee to £5

	<p>Vote to approve the Mature Students' Society: For: 8 Against: 0 Abstentions: 2 Society approved</p> <p>St John's Ambulance: JH explained that this was being set up by some Paramedic students as an additional element to their course. JH asked for questions or comments, there were none.</p> <p>Vote to approve the St John's Ambulance Society: For: 10 Against: 0 Abstentions: 0 Society approved</p> <p>Photography: JH introduced the society and asked for questions or comments, there were none.</p> <p>Vote to approve the Photography Society: For: 10 Against: 0 Abstentions: 0 Society approved</p>
8.	<p>Process for co-option for remaining vacancies on Student Council JH congratulated all those who had been voted in but explained that there are a significant number of positions to fill including the Sustainability Officer and all Institute Representative positions . JH explained that organising a Bye-election would be difficult and that last year students had been co-opted on to the Council through an application process. SW explained the difference between the appointed Institute Reps that are part of the academic representation system and those who are elected to sit on Student Council.</p> <p>LLP asked what would happen if a family member applied and JH clarified that any councillor would have to declare this as an interest before any vote to co-opt. THB confirmed that NUS Delegates who observe Council but are not members would be able to stand for another position. However, elected councillors cannot stand to be co-opted and have 2 positions on the Council.</p> <p>JH suggested that the Union should replicate last year's process and aim to co-opt at the next Student Council.</p> <p>Vote to approve the process for co=option: For 10 Against 0 Abstentions 0</p> <p>Action 03: JH to coordinate a co-option process supported by THB.</p>

9.	<p>Update from Executive Committee</p> <p>JH gave a brief overview of the function and membership Executive Committee and explained that no meeting had taken place this year as most members had only been elected within the last week. A Facebook Group and a doodle poll to arrange a meeting time that suits all members have been set up.</p>															
10.	<p>Update from the Board of Trustees</p> <p>JH informed the Council that the Trustee Board has met once this academic year and invited SW to give an overview of the Trustee Board's role, remit and membership. SW explained that the board is the overarching governance body of the Union, as required by charity law.</p> <p>SW explained that during the first meeting the board had received a report from the Union's auditors and approved the accounts for 2016-17. SW gave an overview of the recent financial history of the Union and confirmed that last year the Union had a small surplus of approximately £11,000. The councillors were also informed that at the last Trustee Board; the supervising trustee who oversees staff and student disciplinaries was appointed and that discussions on the impact report and pensions scheme were conducted and that the Board approved the Returning and Deputy Returning Officers for this year's elections.</p>															
11.	<p>Officers' reports – questions/comments</p> <p>THB clarified that reports would be sent out prior to the meeting and that overviews would not be given unless specifically requested. Councillors were able to ask for questions or clarifications from officers</p> <table border="1" data-bbox="308 1016 1402 1458"> <thead> <tr> <th data-bbox="308 1016 459 1055">Officer</th> <th data-bbox="459 1016 895 1055">Question</th> <th data-bbox="895 1016 1402 1055">Response/Additional Comments</th> </tr> </thead> <tbody> <tr> <td data-bbox="308 1055 459 1155">JH</td> <td data-bbox="459 1055 895 1155">None received</td> <td data-bbox="895 1055 1402 1155"></td> </tr> <tr> <td data-bbox="308 1155 459 1256">EM</td> <td data-bbox="459 1155 895 1256">None received</td> <td data-bbox="895 1155 1402 1256"></td> </tr> <tr> <td data-bbox="308 1256 459 1357">SG</td> <td data-bbox="459 1256 895 1357">None received</td> <td data-bbox="895 1256 1402 1357"></td> </tr> <tr> <td data-bbox="308 1357 459 1458">FS</td> <td data-bbox="459 1357 895 1458">None received</td> <td data-bbox="895 1357 1402 1458"></td> </tr> </tbody> </table>	Officer	Question	Response/Additional Comments	JH	None received		EM	None received		SG	None received		FS	None received	
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12.	<p>SU Strategic Plan Presentation</p> <p>EM invited SW to give overview of strategic plan. SW gave an overview of the history of union and changes over last 2 years. SW explained that the values and core goals with the strategic plan and the annual goals for 2017-18</p> <p>*MNA left the meeting at 18:28</p>															
13.	<p>Governance Review Update</p> <p>THB gave update on governance review giving an overview of the Governance Review Action plan. THB explained that under Charity Commission guidelines it is recommended that charities undertake a review every 3 to 5 years. THB informed the Council that it was intended to review the following areas of the Union's governance:</p> <ul style="list-style-type: none"> • The governance structure; including meetings, elected representatives and elected officers • The Union's governance documents including the Constitution and Bye-laws. • The rules and regulations for student groups 															

	<ul style="list-style-type: none"> • Elections <p>THB informed Councillors that the review of the structure and style of the governance documents was underway and that due to Club and Society committee member availability it was slightly behind where it should be according to the action plan. THB outlined that work had also begun looking at different meeting structures and that JH and THB had visited or spoken with a range of Unions to identify different models including the Unions at Birmingham City, Bournemouth, Derby, Warwick, Birmingham and Sunderland. THB explained that we have identified 3 broad models although some Unions use a mix of models: the traditional Student Council model, a devolved multiple council model and a jury service Student Summit and Scrutiny Panel model. THB also explained that across different models many Unions were moving towards reducing bureaucracy and having an online “ideas forum” that feeds in to their governance structure.</p>
Any other Business	
14.	<p>Any other business</p> <p>KS asked to clarification on whether the former Research Society was affiliated to the SU. THB clarified that it wasn't but that the Union had been supporting the society and working with it to encourage it in that direction, removing previous barriers. THB further clarified that they were aware of the new network and that the Union would continue to support it and work with it to affiliate to the Union if it wished.</p> <p>AG asked for clarity on who sits on the Trustee Board. SW elaborated on her earlier description; explaining that she does not sit on the board but reports to it and the roles of the Board's subcommittees.</p> <p>EM thanked all Councillors to attending and closed the meeting at 18:47</p>

Action Points:

Action 01: JH to follow up on developments on any further implementation by the Careers and Employment Service of feedback from the Union based on Policy 2016-17_007 (A Career Service that is Inclusive of the Whole Student Body)

Action 02: JH to forward NUS Conference Delegates Report to current councillors.

Action 03: JH to coordinate a co-option process supported by THB with the aim to have it completed by the next Student Council.