



AGENDA

Students' Union Annual General Meeting

2pm Monday 5th December 2016

SU Coffee Lounge

Welcome and Introduction
To receive any items for Any other Business

Section A: Items to note

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| 1. | YSJSU Affiliations | Aidan Laycock |
| 2. | Finances | Chris Bateman |
| 3. | Impact Report 2015/16 | Chris Bateman |
| 4. | Strategic Plan 2017 & beyond | Laurie Illingworth |
| 5. | Exec reports | Aidan Laycock |
| 6. | Minutes of the previous meeting- Page 3 | Aidan Laycock |

Section B: Items for Decision

- | | | |
|----|--|--------------------|
| 7. | Sabbatical Roles and Responsibilities- Page 2 | Laurie Illingworth |
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Section C: Open discussion

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| 8. | Zone items | Laurie Illingworth |
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Please make sure you claim your **free** drinks voucher
and head to the bar after the meeting.



YSJSU Executive Committee
Monday 14th November, 12:30pm
SU Boardroom

Present

Chair

Laurie Illingworth - SU President (PRES),

Students' Union Officers

Izzy Tooke – Vice President Education (VPE), Katie Irving – Vice President Welfare and Diversity (VPWD)

Chairs of School

Joe Lynch – Chair of School: Health Sciences, Steph Foxtan – Chair of School: English Language and Linguistics, Caitlin Jackson – Chair of School: Psychological and Social Sciences, Thomas Devlin – Chair of School: Humanities, Religion and Philosophy

Students' Union staff

Chris Bateman – Chief Executive Officer (CEO), Louise Aiken – Membership Engagement Manager (MEM), Paul Murtough – Representation and Democracy Coordinator (RDC)

Apologies

Matthew English – Chair of School: Business, Laura Castle – Chair of School: Performance and Media Production, Fran Ansell – Chair of School: Sport, Lizzie Smith – Chair of School: Education, George Coombs – Chair of School: Art, Design and Computer Science

Welcome & Introductions

PRES welcomed all in attendance to the meeting and presented all in attendance with the opportunity for introduction

Items for Any Other Business

None were taken

Agenda Items

1. Sabbatical roles and responsibilities

1. Sabbatical roles and responsibilities

PRES introduced the discussion, citing that this was a continuation from the previous meeting on the 3rd November.

PRES invited CEO to speak

CEO presented ideas to the group as how to potentially work through the task, suggesting that the methodology be worked from the following:

- What is the sabbatical's purpose?
- What are the elements within the roles?

Following this the team summarised each area, categorised in the following:

- Welfare
- Sports and Societies
- Education
- Community
- Representation
- Communications

PRES led the discussion, inviting the present members to agree where they believe the items should fall, with the best interests of the students.

The items below were the final agreements:

PWD – It was agreed that the suggested title going forward would be '**President of Wellbeing and Diversity**', members of the committee felt that Diversity should remain explicit within the role, giving a strong identity on the campus.

This role would encompass:

- Housing guidance and advice
- Health issues (including sexual health advice)
- Researching national and global wellbeing issues and acting on them
- Financial support for students (hardship)
- A focus on inclusivity on campus and within activities
- Campaigns with a focus on Equality and Diversity
- Provide outlets for emotional support and advice (including mental and physical issues)
- Enhancing participation with the SW5 program

POE – After being stated that the term ‘Academic Affairs’ expressed an almost ‘disciplinary’ tone, it was agreed that the title should be **‘President of Education’**

This role would encompass:

- Aiding with educational needs which affect learning
- Be the student representative on academic committees
- Provide support and advice through appeals, complaints and misconduct cases
- Act upon issues regarding courses (including lecturing styles, timetabling, assessment and feedback)
- Be the lead representative for Course Reps
- Create a reliable team for support by communicating regularly with Chairs and Course Reps
- Careers and employability (shared with PRES)

PRES – Whilst no title change was discussed for this role, it was suggested that it should be referred to as **‘President of the Students’ Union’**

This role would encompass:

- Communicating ideas and feedback to the university
- Be the student representative on governing body
- Careers and employability (shared with POE)
- Ensuring student’s voices are heard at the highest levels of the institution
- Be the local community link and represent students
- Be responsible for the student disciplinary procedures

The committee also discussed what they felt should be shared by **all** officers.

- Ensure all student groups and demographics are represented
- Ensure a balance between administration and student facing activities
- Work with all student representatives
- Be the key liaison with NUS
- Represent students within Sports and Societies
- Listen and act on the student voice at York St. John
- Provide advice to students
- Ensure students have a fun time whilst at York St. John
- Effectively communicate changes that will effect students
- Be the signpost for all available services at the institution
- Deliver campaigns
- Work with the university to secure funding opportunities and resources
- Ensure the successful delivery of Zones (specific to their role)
- Ensure all activities are accessible to the student body

It was highlighted that the final resolve of these discussions would take place through the following operations:

Annual General Meeting: 5th December 2016

Action: PRES to ensure this discussion is added to the agenda for AGM

YSJSU Trustee Board meeting: 5th January 2017 (for final sign off)

Date of Next Meeting

Wednesday 1st February 2017, 1:30PM, SU Boardroom

Summary of actions

Agenda item	Action:	Assigned to:
AGM Agenda	For the items discussed to be added to the AGM in December <i>(Page 3)</i>	PRES

ANNUAL MEMBERS MEETING

3RD DECEMBER 2015

FT/002

Present: Aidan Laycock (Chair), Nathaniel Abakah-Phillips (President), Gabby Wilson (Vice President Education), Jayne Spence (Faculty Chair – Arts), Grace Mason (Faculty Chair – Business School), Izzy Tooke (Faculty Chair – Education and Theology).

Attending: Sian Rees-Jones, Naomi Smith, Georgi Barker, Jessica Martin, Becky Best, Faith Benson, Ellie Plews, George Coombs, Emily Armitage, Dan Breeze, Scot Cunningham, Fraser Threlfall, Joe Collins, Naomi Wright, Ross McColl, Lucy Titley, Megan Chapman, David Gaskell, Trina Lamarre, Daniel Robinson, Rachel Collay, Isaac Broadbent, Amy Hale, Louis Morton, Charlie Lambert, Tom Kevitt, Mike Lovette, Caitlin Jackson, Ellen Taylor, Brindley Turner, Jack Byfield, Krista Daisy, Jess Robinson, April Knapper, Isobelle Kennedy, Sasha Horne, Jessica Martin, Sophia Richards, Sarah Harrison, Abbie Hallas, Charlotte Wariner, Constantino Rodriguez, Ashley Bowron, Nathan Kelly, Sophie Thyng, Matilda Chapel, Joe Lynch, Daniel Smith, Amanda Thursby, Rebecca Washington, Ellis Porter, Charles Nissler, Sven Kluever, Nikki Foster, Katie Irving, Laura Ward, Sam Hashmi, Jack VencataChellum, Jessica Bull, Perrie Bunton, Michael Wright, Amy Allen, Rachel Alliband, Megan Dilks, Karishma Vadukul, Rachel McIntree, Edgars Serejduks, Jess Wylie, Vicky Firth, James Mcalpin, Nick Ferguson,

In attendance: Paul Murtough (SU staff/note taker), Charlie Freeman (Su staff), Karl Swales (SU staff), Louise Aiken (SU staff), Matt Walton (SU staff), Matt Allton (SU staff/Social Media), Harrison Rimmer (SU staff), Phil Gray (Trustee Board member)

1. Welcome

AL welcomed all members to the meeting, members were asked to complete the Annual Members Survey

2. Apologies

Lucinda Izzard (Vice President Welfare and Diversity)
Chris Bateman (CEO)

3. Minutes/matters arising

Minutes passed by members

4. Officer Reports

President

NAP delivered a verbal report – no questions

Vice President Education

GW delivered a verbal report – no questions

Vice President Welfare and Diversity

AL requested should there be any questions, e-mail vpwd@yorks.ac.uk

Faculty Chair – Arts

JS delivered a verbal report – no questions

Faculty Chair – Business School

GW delivered a verbal report – no questions

Faculty Chair – Education and Theology

IT delivered a verbal report – no questions

MA proposed if any questions wished to be asked, members could tweet the Students' Union @YSJSU

5. Leader of Senate report

AL updated on motions that passed at Senate in November 2015, also requested that if members wish to submit any changes, please do so by e-mail or by the website.

6. Affiliations

AL noted all affiliations, PM noted if there any questions regarding any financial ties to these organisations e-mails can be sent to CB

7. Open discussion

AL played the new walk through video of the Students' Union for 2016

NAP was invited to the floor to answer any questions.

What would you like to see in the new building?

Students responded with the following suggestions:

- A kitchen for use – AL noted that the Arts foyer currently have a kitchen for staff and student use.
- Lounge space for students
- Pool tables
- Table Tennis
- New 'Legend of Archies' wall.

Members also asked the following questions:

- **When will this be ready?** NAP responded stating the Students' Union should be readily available from September 2016.
- **Will there be an outside space?** NAP responded that the grass area of LMW accommodation will be a part of the union grounds.
- **Will there be a smoking area?** NAP reported that the new building would not feature a smoking area
- **Looking at the plans, there doesn't seem to be a clear route through the building?** NAP stated there are corridors and various walk ways in the building to navigate.

- **What is happening to the current SU?** NAP stated that the new NE corner project will see the building demolished to make way for new academic teaching space.
- **Will there be a shop?** NAP there won't be a shop in the building. Merchandise will be purchasable from reception and we will feature an e-shop.
- **Will the new, modern look of the Students' Union ruin the image of the campus?** NAP responded, stating that new developments on campus will see brand new spaces in several areas with a modern look, including the HG canteen and new teaching space.
- **Will Archies day continue?** NAP responded that it would, access to both entertainment spaces may be limited on these days but other space can be utilised.

Should we name the bar?

Members responded with two named ideas;

- Archies bar
- Cordukes bar

NAP called for an informal vote on the names, stating this would not solidify the identity of the bar but will give an idea.

- Archies – 23 for
- Cordukes – 23 for
- NA/unsure – 14 for

MA opened up a social media communication for each name which receive further responses via Twitter.

- Archies – 9 retweets
- Cordukes – 7 favourites

What would you like to see at the last Archies day of the year?

Members put forward the following suggestions:

- **Could we write a final message on a wall of the building (exterior)?** NAP stated that this is an uncertainty, and dependant on the demolition of the building it may leave a negative impression for potential students.
- **Free/retailed t-shirts?** It was suggested creating an Archies collage t-shirt featuring all current/past logos for Archies events and giving them away free. Or retail them by having students pay £1-£2 which will go towards Sports and Societies dinners. NAP responded that free sounds like a good idea, however to retail and charge students will be unfair to those who aren't a part of a Sport or Society. A further suggestion asked what if the money was split between a set number of charities? NAP stated this could be possible.

What would you like to see at Freshers 2016?

- Gig or live event – NAP responded that this would be expensive for large acts.

- Could there be a way to identify all year groups? – difficult to locate freshers for Sports/Societies at the Freshers fair.
- Student bands/groups to perform – similar to summer Archies 2015.
- More non-drinking events in the evening as well as daytime.

How should we promote freshers events?

- Social Media groups – input events to them.
- Film an action camera video featuring the events of freshers.
- Inform 2nd/3rd years of what will be happening – no idea this year
- No one was directed to the Students' Union this year which was an issue – incentivise students to come to the building – (boxes, NUS cards, key collection)
- Perhaps give tokens to students for a free drink or gift?
- Look at a rep system for 2nd/3rd year students to bring 1st years from halls to the Students' Union during the week.
- Physical advertisements i.e. A-boards.
- Text service informing students of upcoming events.

8. Any other business

HR was invited to speak to members regarding RAG and the plans for an upcoming program.

PM gave official notice of the annual elections to take place in February 2016.

