



## AGENDA

### Students' Union Executive Committee 2pm Friday 9<sup>th</sup> February 2018 HG/138

1. Welcome and Introduction
2. Declarations of Interest
3. To receive any items for Any other Business
4. To receive the previous minutes (November 2017)
5. Any matters arising

#### **Section A: Items for Decision**

6. To elect the Officer delegate for National Conference 2018
7. To note lapsed policies and implications (SU48, SU49)
8. National Student Survey
9. To review Elections Targets

#### **Section B: Items for Discussion**

10. Annual Student Awards
11. University update
12. Sports & Societies Officers

#### **Section C: Items to note**

#### **Section D: Any other business**



## **YSJSU Executive Committee**

### **10<sup>th</sup> November 3pm**

#### **Present:**

#### **Chair**

George Coombs- SU President (PRES),

#### **Students' Union Officers**

Steph Foxtan President Education (PE), Annie Severn President of Wellbeing & Diversity (PWD)

#### **Chairs of School**

Sophie Howell (BUS), Georgina Lunn (EDU), Joe Lynch (HSC), Joe Lynch (HSC), Alex Terry (LAL), Holly Sloan (PMP), Ebony Collier (PSS),

#### **Students' Union staff**

Chris Bateman – Chief Executive Officer (CEO), Paul Murtough – Representation and Democracy Coordinator (PM)

#### **Apologies**

Zoe Buckton (HRP)

Stella Woolnough (ADC),

#### **Welcome & Introductions**

PRES welcomed all in attendance to the meeting and a verbal introduction to the format of Exec Committee

#### **1. Minutes of the previous meeting and matters arising**

PRES provided the opportunity to feedback on the minutes of the previous meeting. Minutes were agreed by ascent.

Of matters arising, there were two which were covered by those in question.

## 2. Motions for change

LoS highlighted the submitted changes that have been provided for Senate.

S62 – Lecture room temperature

S63 – Roving chargers

S64 – Sexual protection for all

S65 – Lecture capture

All changes were agreed for the Senate, with some proposed word changes. PM highlighted the best course of action for this would be via the submission of a Procedural Motion in the meeting.

## 3. To note lapsed policies

PRES discussed the upcoming policies which as of November will have lapsed.

S45 – Slating the slate

PRES began by stating that in most universities the idea of a ‘slate’ can be problematic, however not the case at YSJ.

AT asked for a definition of a slate, PE provided an overview.

PWD stated that in conversation with other unions and revealed that slates can create a particular ‘atmosphere’ – be it hostile or otherwise.

PMP felt that the policy should be kept as a slate (if they did form) would create barriers for the quieter people and deter them from standing.

BUS felt that the policy should be kept as elections should be won on the individual’s merit, not the effort of a team.

EXEC recommended that the policy be referred to Senate on the 20<sup>th</sup> November for further discussion and decision.

### **Action: PRES to update senate at the next meeting**

S47 – Vice Presidents to Officers

PM updated that this was actioned and lapsing the policy would not change the outcomes.

CEO stated that unless students deem the change to be needed the terms ‘Presidents’ would remain in effect and advised that the exec could happily lapse this policy.

PRES asked the recommendation of the Exec and it was agreed to lapse this policy.

### **Action: PRES to update senate at the next meeting**

#### **4. To set the agenda for Senate**

LoS updated on the proposed agenda for senate.

PRES updated Exec that reports would be discussed at this meeting and are submitted at the meeting to be minuted.

#### **5. To set the agenda for ASM**

PRES noted to the Exec that the 'Annual Student Meeting' was to be held on 1<sup>st</sup> December.

PM highlighted that CoS had received a deadline for report submissions. (22<sup>nd</sup> November)

PE asked why the Presidents had not been informed of the change from 'Annual General Meeting'

CEO advised that this was due to the fact that official 'AGM' business was declared at the Trustee Board meeting held on 2<sup>nd</sup> November, however the Education Act stipulates that a meeting of the members should be held.

The agenda was agreed subject to minor amendments.

**Action: PM to update the agenda**

#### **6. To set elections targets**

PRES led the discussion as to how many candidates the Exec should look to engage with the upcoming elections.

It was agreed that the following would be done:

NUS DELEGATE – X2

COS – X2 (PER POSITION)

PRESIDENTS – X3 (PER POSITION)

#### **7. To set the date and time of the next meeting**

It was agreed that the next meeting would take place at 4pm on Monday 26<sup>th</sup> February 2018 in the SU Boardroom.

#### **8. Exec Activity Reports**

The Presidents provided updates of committees attended, campaigns held and other duties which have been attended to. A full report from each President will be available at the Annual Student meeting on Friday 1<sup>st</sup> December.

BUS provided an overview of school activity stating the currently there are a number of projects being worked on to develop English lessons for those with less proficiency,

It was suggested that BUS work jointly with LAL, YESOL and YEAL to develop a joint effective initiative.

EDU stated that the prime objective in the school was reaching as many students as possible and attending as many rep meetings as she could. Also, currently reviewing Postgraduate options with e-mails directly to schools which will be discussed at management meetings.

HSC Placements are currently an issue within the school and a 'Placement Advisor' (similar to TripAdvisor) is being worked on.

LAL updated that the school have been working to better bring both the languages and linguistics departments together. Secondly ensuring students have sufficient working spaces and acknowledging those. New areas are currently in development, such as 'Gateway lounge'.

PMP stated communication has been a problem within the school but attempting to work collaboratively. There will also be workshops held regarding the subject of 'harassment in the arts'. A social event for reps will be held in the coming week.

PSS noted that there is an identifiable gap within the school and this is causing a number of communication errors with staff and reps. Working to resolve these. Also working on how to engage student participation in dissertation research.

PE stated that the a new system for participation logging is being looked into and will permit students to submit proposals which can then be circulated to the members.

**Action: PE to update PSS on the status of this.**

SPO highlighted that she is looking into developing a 'Peer assisted study sessions' initiative which has been green lit by the Head of School.

## **9. S59 – Officer Accountability**

PM updated that it is the expectation that CoS will provide a monthly update and Presidents continue to update weekly.

It was highlighted that CoS will implement this as of January with a semester report to be delivered at the ASM.

## 10. SU Suggestions

PRES updated the group on the new website module which will permit students a simplified way of suggesting changes.

The focus for this discussion is to decide how many votes an idea would require before it is submitted to the Exec group and Senate

It was agreed that the votes required would represent roughly 1% of the membership and was decided at 65 votes.

## 11. Zones format

PRES asked for any feedback on the Zones

PE stated that the format of the Education Zone will be altered for the next meeting on the 28<sup>th</sup>, keeping the breakouts but looking at specific questions. It was also stated that a new venue, Temple Hall was being looked into.

PWD stated that the broad nature of the Student Experience Zone may cause deterrence for members and this will be re-looked at.

## 12. Elections Timeline

**Friday 1<sup>st</sup> December** – Official Notice of the Election

<b>Nominations</b>	<b>Voting</b>
Friday 1 <sup>st</sup> Dec 17	Tuesday 20 <sup>th</sup> Feb, 12 noon
Friday 9 <sup>th</sup> Feb 18	Friday 23 <sup>rd</sup> Feb, 12 noon

Nominations will be available to all students via [ysjsu.com/vote](https://ysjsu.com/vote) and will close at 10:00 on Friday 9<sup>th</sup> February

Voting will take place from 12:00 (noon) on the 20<sup>th</sup> and close at 12:00 (noon) on the 23<sup>rd</sup> February. The vote will take place via [ysjsu.com/vote](https://ysjsu.com/vote)

## 13. Any Other Business

PE updated that the Executive Group of the University are looking for information of misconduct from staff in regard to any mistreatment of officers and/or staff in this current semester.

Meeting adjourned at 16:55.

**Date of the next meeting**

Monday, 26<sup>th</sup> February 2018 4pm, SU Boardroom

**Summary of actions:**

Item	Action	Assigned to
Lapsed policies	Action: PRES to update senate at the next meeting <b>(Page 3)</b>	PRES
ASM Agenda	Action: PM to update the agenda <b>(Page 3)</b>	PM
Exec team reports	Action: PE to update PSS on the status of this. <b>(Page 4)</b>	PE