



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)

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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