

**UUSU Student Executive**

**Date: 20/2/2018**

**Time: 10am**

**Location: Jordanstown 2D09;**

 **Coleraine: H215;**

 **Magee: MD026**

 **Belfast: BA\_02\_012**

**MINUTES**

Present: Kevin McStravock (in the chair), Hannah Rooney, Oisin Kinsella, James Colgan, Meghan Downey

In attendance: Avril Honan

Apologies: Emma Bonner, Andrew McAnallen, Emmet Doyle

1. **Minutes**

**Receive:** The minutes of the meeting held on SE2-24.1.18

Committee approved the minutes.

1. **Matters Arising**

KMcS provided an update on the following:

* Both Council policies submitted for the last meeting were accepted.
* CEO recruitment – HR was involved in the sift for the short list and all other officers will take part next Monday at the final interviews.
* GBD – will provide an update on this under AOB.
* Mobile phone costumes – Oisin is still working on this.
1. **Leave Requests**

**Emma:** 26th Feb-2nd March (election) – **AP chair’s actions to approve leave after clarification**

29th & 30th March

**James**: 27th Feb, 6th & 7th March and 26th March-30th March – 8 days in total

**Andrew**: 27th – 28th February 0.5 days, 29th February & 5th – 7th March – 5 days in total

**Kevin**: 27 – 28 Feb, 0.5 1st March, 0.5 2nd March – full day 5th March, 0.5 day 6th March, 0.5 day 7th March – 3.5 days in total

**Meghan:** 27th Feb, 28th Feb, 1st March – 5 – 7Th March**:** all full days – 6 days in total

**Oisin**: 23rd Feb – 1 day

1. **Policy Submissions for Council – Process for SE to Propose Amendments to Tabled Motions**

KMcS proposed that ED should pencil in a conference call for a review of Student Council papers to allow SE to discuss policy and agree tabled amendments in advance.

Procedural motion cards to be re-introduced for Council to allow students to understand the procedures for asking questions/proposing amendments etc.

1. **Traffic Light Policy Update**

The committee requested this document is uploaded onto Sharepoint to allow Officers to update this on an ongoing basis.

The following verbal updates were given:

MD has been making progress on installing emergency phones on campus and has been working on this with Facilities Manager at the Belfast Campus.

First Aid: MD is still trying to find a cost-effective way to deliver this. KMcS noted that as a first measure MD should attempt to get a definitive list

KMcS:

Student Finance: responded to DfE consultation and also did media work on Theresa May’s review in England

Refugee Scholarships: work ongoing

Divestment: willingness from COO to review current investments and will be a follow up meeting with the Chief Finance Officer in UU

Mental Health Strategy: beginning to move to completion with the return of the Head of Student Support

Library classification issue: head of Library services noted that a huge cost is associated with this, but they are looking for a solution and will be approaching SLT for funding, possibly in line with the GBD move.

1. **USI Conference Nomination Requests**

SE have received requests to nominate people for national positions.

KMcS indicated that nominating is a process of formality and UUSU can nominate as many people as they see fit. It is then a personal choice of who to vote for at Congress.

KMcS proposed that all nominations are given, Committee approved this.

1. **USI Conference Policies**

Deadline is 28th February if Officers wish to submit. Kevin noted that you do not need to be going to Congress to submit a policy.

1. **USI Student Achievement Awards**

Deadline for the awards is the end of March, HR has provided a list of proposed submissions and will take the lead on this. Hannah proposed the following awards for a range of categories:

* Welfare campaign of the year
* Know the score
* Love week
* Education
* Student voice conference
* Environmental activism of the year
* Divestment
* Meat free Monday
* Go green week
* Outstanding Student Activist
* Mental Health week
1. **Officer Objectives**

Relevant SMT member will get in contact with the Officers to advance these objectives.

1. **National Awards**

              SAAI Awards – Poster attached

           UK Awards – Information here: <https://www.cardiffstudents.com/national-societies-awards/awards/>

              Wings Awards – papers attached – for information, details within it.

Nominations for each to be circulated.

1. **VP Academic and Affairs Role Description review:**

MD noted that the roles may be replaced with staff and what will the officers now be doing?

OK noted that rather than thinking of taking away responsibilities, that the review is adding to the role and giving more time to be the face of the campus and attend and take the lead on events. Noted that the name could also be reviewed.

KMcS agreed that the VP role should be thought of as the face of the SU and out doing the outreach.

Community section: VP shouldn’t be responsible for ensuring a good reputation, but what we could insert is embedding students with the local economy and with local business. It was felt that there is a wider piece of work to be done with the community than just behaviour of students.

Feels role should be more streamlined and first and foremost be the lead student representative on the campus.

JC – the role is very broad, so this could be an opportunity to focus this.

AH explained that a culture change will be required over a period of time to move towards the staff members providing the caseworker and advocacy role.

Noted that it is really important that the VP role is not left without a clear remit – and ensuring that they are focussed on campaigning and lobbying.

Within welfare issues: need to broaden this out into campaigns and working as an SE and becoming the campus lead, but working with the VP Campaigns and Communications, overseeing and mentoring student staff who are delivering the campaigns.

OK: feels a shift to more of a student engagement role would be beneficial, and that hosting events and generating more local businesses onto campuses noted this should be pivotal to their role.

Could there be an element of choice to the campus role on a strategic level? And this could be embedded alongside the core role.

Long term: how will the case work and the advocacy be covered by two staff members?

Action Point:

* AH to follow up on providing an overview of the academic & welfare roles
* A half day of planning for a review of all roles

Suggestion to change the role to VP [campus]

1. **360 Action Plans**

KMcS reminded to do this and to support each to reach goals that have been set as part of this process.

1. **Campaigns**

Hannah noted that the March for Equality date in 19th March needs to be changed due to St Patricks Day closure – may look to moving them to

1. **Date and time of next meeting**

To follow

1. **AOB**

UCU Strike

KMcS informed the committee that the UUSU FAQs are now online.

KMcS suggested that a pro forma letter should be developed for students to send to the VC to note their concerns and for him to call on UUK to come back to the table with UCU to find a resolution.

HR will devise the letter

If students state that they do not know who is striking, the only advice that UUSU can give is that UCU members are not obliged to tell students. The University will be using the SMS system to keep students informed.

UUSU Staff and Officers: to come into work as normal, unless you would feel so strongly that you cannot cross a picket line, then speak to Kevin to see about working home. KMcS proposed that Officers support the pickets on breaks and stand with them, or bring flasks of hot drinks.

GBD

The construction group building the GBD have gone into administration, this news broke this morning through the local media – no further information has been made available.

Officers supporting candidates in UUSU Elections

Clarified that this is ok to do, but should only be done outside of office hours.

Campaign for Irish Language

OK stated that there is a national campaign during the first two weeks of March – he asked for ideas to promote the language, under the mandate of the Council ILA policy.

Update on the App

There have been 100 installs, and 26 uninstalls – working with the developer to make this more engaging and attractive. Once iOS has been approved this can be pushed more widely to all students, on all campuses.

Piano funding request

MD has requested £350 for a piano in the Level 5 space – the committee approved this.

**Date of Next Meeting**

To follow

Action List

|  |  |  |  |
| --- | --- | --- | --- |
| Action  | By Whom  | By When  | Update  |
| Purchase of mobile phone costumes for exam campaign  | Oisin Kinsella  | Next meeting of SE  |  |
| KMcS to follow up with EB re Holidays  | Kevin McStravock  | ASAP  |  |
| Pre-meeting for Student Council to discuss all motions  | Emmet Doyle to arrange  | Before next SC  |  |
| Procedural Motion cards re-introduced for Council  | Emmet Doyle  | Before next SC  |  |
| Traffic Light Policy Document shared online  | Avril Honan  | ASAP |  |
| Officers to update TLPD once updated version is live  | All  | ASAP  |  |
| USI Conference motions developed  | All  | 28th Feb.  |  |
| USI Student Achievement Awards  | HR to lead, officers to assist with submissions  | 28th Feb  |  |
| National Societies Awards - SAC’s to propose societies to be nominated and share with SE | AH & SACs  | 28th Feb  |  |
| Review day for officer roles to be organized | AH  | 28th Feb  |  |
| Strike letter template to be devised  | HR  | 22nd Feb  |  |
| Piano for Belfast space to be purchased through Genera Office, if possible  | MD – KMcS to approve  | ASAP  |  |