

# Minutes

Subject:	Student Officer Committee Minutes
Date:	Thursday, 2 October 2014
Paper:	SOC 1256

## Key Discussions

- Welcome Week events
- Spending on TUC demonstration
- Provision of services for PG students
- Campaigns Budget proposal
- Sports Park Charges
- Deferral of NUS Conference lead delegate election

## Key Actions

- Approved policy implementation proposals
- Increased funding for attendance at TUC demo to £2,200
- Received draft proposals on PG service provision
- Agreed with some alterations the Campaigns Budget
- Agreed to set up a working group to examine the complexities of Sportspark's charges and to build a campaign for a better deal for students.
- Voted to defer election of lead delegate to NUS National Conference
- Appointed J Clare as DRO for forthcoming elections



## **Union of UEA Students Purpose:**

"To enrich the life of every UEA student"

## **Minutes of the Student Officer Committee**

**2 October 2014**

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### **Voting Members present:**

Oliver Steward (Postgraduate Officer), Josh Wilson (Ethical issues Officer), Dolly Ogunrinde (Women's Officer), Tom Southerden (Non Portfolio Officer), Max Levene (Students with Disabilities Officer), Liam McCafferty (PG Education Officer), Connor Rand (UG Education Officer), Yinbo Yu (Activities and Opportunities Officer), Chris Jarvis (Campaigns and Democracy Officer), Stela Glakousaki (International Officer), Freddie Redfern (Ethnic Minorities Officer), Tom Etheridge (Non Portfolio Officer), Iain Goddard (Environment Officer), Dan Wrigglesworth (LGBT+ Officer)

### **Chair**

Holly Staynor (Welfare, Community & Diversity Officer)

### **Non-Voting Members present:**

Jim Dickinson (Chief Executive)

### **In attendance:**

Tony Moore (Democracy and Governance Coordinator), Alex Wyatt (Director of Social Enterprise), Paul Ingleby (Entertainments Coordinator), Zoe Phillips (Entertainments Assistant)

### **Apologies:**

Liz Cody (Non Portfolio Officer), John Taylor (Mature Students Officer), Theo Antoniou Phillips (Non Portfolio Officer),

## **1259 Departmental Presentation: Entertainments**

SOC received a presentation on the current ENTS programme and future ENTS strategy from P Ingleby.

P Ingleby asked if Officers had enjoyed Welcome Week and if they had any suggested improvements to make, they liked the changes to Club Nights and what sort of events they would like and which would

attract the hardest to reach members.

Chair thought it would be beneficial if Liberations events could be more integrated into the Welcome Week programme rather than as an add-on.

Z Phillips advised that she was currently looking at how to use the extra room now available to integrate these type of events into the general programme throughout the year.

O Steward noted the problem of integrating PG students with their variable start times into the traditional Welcome Week; he believed that a 'Welcome Period' would be more inclusive of PG students.

Z Phillips advised she would be glad to discuss the particular needs of PG students with him and how to square this with the needs to cater for the huge numbers of UG students and for the hard to reach groups. A Wyatt advised that there was a compelling commercial rationale to extending the Welcome Week to cover International, nursing and PG arrivals. He noted the extensive positive feedback about the Welcome events and the paucity of negative social media comments.

J Wilson thought the events had been bigger and better and had attracted excellent feedback.

S Glakousaki believed Welcome events should be staged throughout the year.

D Ogunrinde noted her friends had been involved in Bass Matters and she asked that student-led events be wider publicised.

Z Phillips advised she worked with a great many student DJs and ENTS would be looking at how to publicise student-led events and to involve students in production more generally.

T Southerden asked that students be made aware how easy it was to get tickets for A-list events after Welcome Week as some students had asked about this and had offered to pay a premium for tickets online when they could actually walk in to the Box Office and easily buy one at face value

Z Phillips advised she was looking at how to improve publicity for ticket sale arrangements and noted the formation of the Street Team with their prominent brand.

T Southerden noted that Society Ticket Reps were no longer in place.

Z Phillips advised that they could play a part in ticket sales for Wednesdays.

Chair thanked P Ingleby and Z Phillips for their contributions.

## **1256 Minutes of the meeting held on 18 September**

C Jarvis noted that the minutes had incorrectly referred to the GSA President having sat on University Council when they had, in fact, sat on Senate.

*With the above change, the minutes were agreed.*

## **1257 Matters Arising**

There were none.

## **1258 Action Log**

J Dickinson advised UUEAS had issued a statement that its intent was to maintain zero hours contracts for staff that wanted them whilst providing seven or eight hours to 15 hours contracts for those that wanted them. He noted that the matter would be discussed with the recognised trade union or, possibly, unions and/or with the student staff discussion group.

J Dickinson advised, on trade union recognition that UUEAS was in discussion with student staff and the Industrial Workers of the World (IWW), Norwich Branch as to recognition of the IWW. He noted that, in the interim, UUEAS would be asking student reps to come forward from each of the work areas to take part in the consultation process.

Chair noted that the question of Faculty Convenors' position on Union Council had been referred by the DPC to the Student Engagement Department for consideration.

Chair noted that she had informed Liberations groups as to changes to delegate elections.

Chair noted that the changes to the Opportunities Department Budget had been considered by Management Committee.

## **1260 Policy Implementation**

C Jarvis noted he had integrated SOC's suggested changes into the document with a definition of time sensitivity and a clarification on convening emergency SOC meetings virtually, or in person.

C Rand expressed his concern that, in the proposal, a meeting of the FTOs could replace a meeting of SOC without consultation with SOC.

*SOC agreed to amend the proposal by inserting: 'to take into account the views of PTOs through due consultation.'*

C Jarvis confirmed to S Glakousaki that any consultation would not take place via Facebook but by telephone.

Chair confirmed to O Steward that Facebook would only be used for basic arrangements and would not be used for political discussions.

## **1261 Updated Funding Request for the TUC Demo**

L McCafferty noted that SOC had agreed the funding in principle but had asked for further details on costs. He noted that the cost of coach hire had risen since the previous year so consequently he would be requesting not £1,650 but £2,200 to cover three coaches and publicity. He reported that the first coach had been booked and ticket booking

details were on the website with a £5 deposit requirement repayable on boarding the coach.

He noted the key themes to the publicity would be taken from the Priority Campaigns; he noted the event's main theme was: 'Fund Our Future'.

L McCafferty noted to C Rand that bookings would be monitored closely in the event of booking extra coaches and there would, therefore, be no danger of booking an unneeded coach.

*SOC agreed to spend, in principle, the revised figure of £2,200 on publicity and coaches for the TUC demo and to the associated Action Plan for the event.*

## **1262 Transforming the Postgraduate Student Experience at UEA**

L McCafferty believed that for some time UUEAS' delivery of service to PG members had been poor with a wilful, negligent lack of responsibility for PG students. He noted that on taking up his post as the first FTO responsible for PGs he had seen a huge need in terms of PG representation and social provision. He noted that the GSA was entirely staffed by volunteers and had a nugatory budget. He noted the present model was that PG services were only provided if the Grad Bar made money and that this was not a fair or workable model. He noted that discussions as to how to rectify this situation had triggered a lot of ideas as to how responsibilities would be divided between the GSA and UUEAS. He noted that a further driver to the formation of the paper had been the plans for a PG Study Centre in Union House and the need to decide the function of the space and who would manage it. He noted he had undertaken consultations and focus groups and with the GSA President had produced the current document which summarised a potential way forward for both organisations. He asked SOC to consider the proposal and provide feedback. He noted that the paper was being constantly updated and he would provide a revised version at the next meeting.

T Etheridge wondered, as an undergraduate who was the first member of his family to go to university, why there should be a separate space for PG students as, he thought, UUEAS' facilities were meant to be open to all members.

L McCafferty noted that 30% of UUEAS' members were PG students and they were often mature or international and had different needs and experiences from their UG colleagues. He believed that, if UUEAS' services did not reflect this diversity of needs, it would be failing this particular group.

O Steward noted his personal position had changed from that in his manifesto where he had pledged to maintain the independence of the GSA from UUEAS; he had now come to realise that the GSA did not have the resources to deliver an acceptable level of services for its members. He noted that there would be the first ever Graduate Assembly, the following week, and the Assembly would consider the document and it would then go out for the widest possible consultation

with the GSA membership.

J Dickinson advised, as to timescale, that the broad objectives for the PG Study Space would need to be finalised by late October.

L McCafferty noted that a final version of the paper would need to be approved by SOC and brought as an enabling motion to Union Council. He asked that Officers, particularly, Liberations Officers, should consult widely with their PG constituents as to the contents of the paper.

I Goddard left the meeting.

O Steward noted that he had issued a statement in an earlier version of the agenda but that it need not be tabled as it was, essentially, covered by the comments he had made earlier in the current discussion.

### **1263 Campaigns Budgets**

Chair noted the proposed budgets in the agenda papers and asked if Officers had any major concerns over the allocations.

S Glakousaki believed the £4,000 allocated in total to all the Priority Campaigns to be too low.

J Dickinson advised that SOC was being asked to approve the project plans not the detailed, individual costings.

Officers pointed out several typo errors in the document and the need for clarity over the allocation of Lead Officer. C Jarvis suggested that the relevant departments could help designate who would be leading. M Levene volunteered to lead on DSA Cuts.

*SOC agreed to Y Yu's request that the success criteria for the International Fees Campaign be changed to reflect recent research on deposit fees.*

Chair noted the increased autonomy for the Liberations Officers, the International Officer and the Mature Students Officer whose autonomous campaigns had been allocated £500 each.

Y Yu supported S Glakousaki's earlier point that the Priority Campaigns Budget was too low.

C Jarvis noted the rationale for the allocation had been that the Priority Campaigns were locally based and their costs were relatively low in contrast to the wider, general campaigns. He noted that there needed to be a contingency fund for issues and events that might arise later in the year.

L McCafferty wondered why the SOC Projects were so expensive and what the role of Lead Officers for the Projects would be.

C Jarvis noted that an example of a SOC Project would be the Mental

Health Awareness project which lay outside the traditional campaign paradigm.

Chair noted that the Lead Officer role would be to be the point of contact for staff and members.

J Dickinson advised that SOC had approved a twin track approach where UUEAS departments would have a small budget to spend on campaigns and SOC, itself, would have two budgets: one on campaigns and one on wider projects. He noted the present proposal followed this approach.

C Rand noted it was very near to the forthcoming General Election and this should be factored in when looking at the funding available.

L McCafferty asked that a clear process be defined so that when future funding requests were made they clearly specified what was and what was not a SOC Project.

C Jarvis noted that he would produce a template and guidelines for funding requests that would address this issue.

*SOC agreed the Campaign Budget proposal, with the above proviso, with the above alterations and with typo errors to be rectified.*

#### **1264 Black History Month**

Chair noted that the focus of the campaign would be on inspirational individuals. She asked that Officers submit a few words about individuals that had personally inspired them.

Chair asked Officers to sign up to take part in the making of a promo video the following day with UEA TV. Chair noted that an extra session would be arranged for the following week.

#### **1265 Officers on Tour**

Chair hoped these would be better organised with a consistent theme to communicate to members. She noted the key themes the following week would be signing up members for the TUC Demo and promoting Mental Health Awareness Day working with Operation Beautiful.

Chair asked Officers to sign up via the Facebook page.

Chair hope that OOT would be a core part of Officers work as representatives.

L McCafferty noted that a Timetable would be produced and it was hoped that each Officer could commit to doing at least two slots per semester.

D Ogunrinde noted the importance of having slots to connect with students outside office hours.

*Chair noted that she would build a timetable and plan for the semester and circulate.*

#### **1266 Sportspark**

Y Yu believed it was iniquitous that students with cards could not use the facilities at peak times without paying extra and he noted the pricing bias against part-time students.

S Glakousaki noted the extra 60p payment that PG students had to pay.

T Southerden wondered there might be one hour student-only sessions that might be worked out with Sportspark.

Y Yu noted the 80/20 split between the community and the University that governed Sportspark's provision of services.

T Southerden wondered whether Sportspark were really giving students 20% of the access to facilities. He believed students were now increasingly attending the 24 hour gym in the city and that there was a commercial case for Sportspark retaining student customers who might continue to be customers when they left University.

L McCafferty believed that Sportspark's strategy discriminated against PG students who could not make use of the facilities in off-peak times. He believed this attitude to be unacceptable and that this was a political issue.

Y Yu asked Officers to canvass their constituents for their opinions and to collect evidence for input into a campaign.

*SOC agreed that Y Yu would set up a working group to examine the complexities of Sportspark's charges and to build a campaign for a better deal for students.*

#### **1267 General Election Strategy**

*SOC agreed to defer this item to the next meeting as the results of an application for external funding were due to be received the following week.*

#### **1268 Annual Elections Schedule**

Chair noted it was the time to elect a lead delegate to NUS National Conference who would have to be a FTO.

C Jarvis noted this should be done at the present meeting but could be done at the meeting in week 4.

L McCafferty noted that he and Y Yu both believed they had not had enough notice of the election.

C Jarvis noted it had been discussed at the previous meeting.

L McCafferty thought the election should have been a clear separate agenda item.

*SOC voted to defer the election to the next meeting by seven votes for, three against with one abstention. The item will be clearly marked as an election.*

#### **1269 Appointment of DRO**

*SOC appointed J Clare, Head of Student Engagement as DRO for the NUS delegate elections.*

J Dickinson advised that regarding the appointment of a RO, NUS' RO services were now provided by NUS Charitable Services, a separate charity with no political input from NUS Officers and that retention of this organisation's services would fulfil the mandate embodied in the policy passed in the spring to change the provision of RO (Returning Officer) services.

### **1270 Attendance at Zone Conferences**

Chair noted the costs of attendance were covered in the budget.  
Chair noted she would post conference details on the Facebook page.

*SOC agreed to a week long deadline for Officers to sign up to express an interest in attendance.*

T Etheridge asked that it be fed back to NUS that scheduling the Conferences during the working week discriminated against current full-time students.

### **1271 Review of Welcome Week**

M Levene reported that he had received feedback that there had been not enough non-alcoholic events.  
Chair noted that there had been progress in diversifying the events but there was still work to be done.

A Wyatt advised there would be a development of non-alcoholic events throughout the year which would then feed into next year's Welcome Week to provide a strong diversified programme.

T Southerden apologised for not running a quiz during the Week.

L McCafferty asked for volunteers to join the UUEAS team in the GSA quiz.

### **1272 Officer Go Around/Reports**

J Wilson: scheme to develop sales of cycle helmets on campus

T Southerden: attendance at Societies Committee, looking to work with Societies sub-committees

C Rand: focus on assessment and feedback working group, learning technology, student representation system, working with the Hubs

L McCafferty: Graduate Assembly agenda, collecting testimony of PGRs who teach, TUC demo organisation, LTQC attendance, PG inductions and socials

F Redfern: liaising with all the ethnic minority Societies, introducing himself to Presidents and Councillors

S Glakousaki: Union Council training, working on Asian Day and INTO induction talks

M Levene: work on the DSA researching other SU's campaigns

C Jarvis: Priority Campaigns, Freshers' General Meeting, DPC meeting, training over 60 Councillors

T Etheridge: working and training volunteers with Livewire, attendance at SSLC, speaking to potential reps

Y Yu: attended University Council training but not the associated

banquet, SOC Mart and Sports Mart, induction talks with INTO  
T Etheridge: Training Livewire volunteers, attendance at SSLC,  
recruiting student reps  
H Staynor: Black History Month publicity, Priority Campaigns  
development, organising Mental Health Awareness Day and a Time to  
Change event  
D Ogunrinde: attended Sexual Assault Awareness Committee,  
developing campaign with BHM called 'Black Girl with Red Lips' liaising  
with the Foreign Office about a campaign concerning travel abroad  
called 'No before you go'.  
O Steward: organising the Graduate Assembly and GSA constitutional  
arrangements, attendance at PG welcome events

**1273 Reports on Priority Campaigns/Projects**

SOC noted this had been covered earlier.

**1274 Any Other Business**

**1275 Time, Date and Place**

5. 30 pm, 16 October at a venue to be confirmed.