

# agenda

Meeting:	Student Officer Committee
Date:	Thursday 5 November 2015
Time:	4.30 pm
Location:	Bookable Room 2, Union House
Code	SOC 1479

- 1479            Departmental Presentation: Advice**  
A presentation from Josh Clare
  
- 1480            Chair Update**
  
- 1481            Attendance and Apologies**
  
- 1482            Minutes of the meeting held on 22 October 2015/Matters Arising/Action Log**  
(See pages 3-11)
  
- 1483            Election of DRO**
  
- 1484            Funding Requests**  
Funding requests from the Chair and the Welfare, Community and Diversity Officer. (See pages 12-17)
  
- 1485            Items for Discussion**  
  
A discussion topic from the Chair on policy implementation review
  
- 1486            Policy Implementation**  
  
Policy passed at Council 15 October (See pages 18-36)
  
- 1487            Projects, Campaigns and Policy Reports**  
  
Black History month update from the Ethnic Minorities Officer  
  
Anti-Austerity Campaign Update – an update from the Campaigns & Democracy Officer  
  
Cost of Living Campaign Update – an update from the Postgraduate Education Officer

Mental Health Awareness Campaign Update – an update from the Welfare, Community & Diversity Officer

Save Our Union Campaign Update – an update from the Activities and Opportunities Officer

Transforming Education Campaign Update – an update from the Undergraduate Education Officer

Any additional campaigns or project reports

**1488 Finance Update**

**1489 Cycle of Business**

The note the Cycle of Business for 2015-16. (See pages: 37-38)

**1490 Any Other Business**

**1491 Time, Date and Place of Next Meeting**

To note the next meeting will be held at 5.00 pm on Thursday 26 November, Union House

# Minutes

Meeting:	Student Officer Committee
Date:	Thursday 22 <sup>nd</sup> October 2015
Paper:	SOC 1466
Author:	Josh Melling
Purpose:	Record of Decision Making

## Key Discussions

- **Duration of Union Council regarding accessibility issues**
- **Accessibility of the Union Building, post refurbishment, including ongoing issues with the lift.**
- **Donations to refugees in Calais, and where in the Union Building these can be stored.**

## Key Actions

- **Officers each took policies which were passed at Union council**
- **SOC agreed a strong steer towards having a collection point for the Calais refugee camp which will be addressed at management committee.**

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

"To enrich the life of every UEA student"

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

**22<sup>nd</sup> October 2015**

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### **Voting Members present:**

Voting Members Present: C Jarvis (Chair), Tom Etheridge (Non-Portfolio Officer), Beth Smith (Women's Officer), Sam Jones (Environmental Officer), Theo Antoniou Phillips (Co-Chair), Aaron Hood (Students' with Disabilities Officer), Connor Rand (Undergraduate Education Officer), Liam McCafferty (Postgraduate Education Officer), Philippa Costello (Non-Portfolio Officer), Cameron Mellows (Non-Portfolio Officer), Jack Robinson (Non-Portfolio Officer).

### **Chair:**

Chris Jarvis (Campaigns and Democracy), Theo Antoniou Phillips (LGBT+ Officer).

### **In attendance:**

Josh Clare (Head of Student Engagement), Tony Moore (Democracy and Governance Coordinator).

### **1466 Departmental Presentation: Advice**

Presentation given by J Plumstead and M Hill.

Highlighted the current success of the 'Don't drop out, Drop in' campaign, with many issues coming in regarding UEA's private accommodation provision.

New services are being implemented where the impact of volunteers has been noted.

Foodbank SU Initiative

### **1467 Chair Update**

Chair updated SOC on the progress of Black History month.

Two new positions have been appointed which are J Robinson as Retail and T Etheridge as Ents/Bar on the SUS Oversight and Development Board

SOC discussed P Erasmus' continued absence from meetings.

**1468 Attendance and Apologies**

Apologies from Jim Dickinson (Chief Executive), Yinbo Yu (Activities and Opportunities Officer), Jo Swo (Welfare, Community and Diversity Officer), Paul Erasmus (Mature Students' Officer), Chris Jarvis (Campaigns and Democracy Officer) - left part way through the meeting, Ting Ni (International Officer Officer), Alex McCloskey (Ethical Issues Officer), Hussam Hussein (Ethnic Minorities Officer).

**1469 Minutes of the meeting held on 1 October 2015/Matters Arising/Action Log**

Minutes of the meeting were approved, however, J Dickinson and P Erasmus were noted as present, which was not the case.

There were no other matters arising.

**1470 Issue Presentations**

There were no presentations given.

**1471 Items for Discussion**

T Etheridge brought forward the discussion point of accessibility and duration of Union Council. Noting officers could collectively develop a front page issue of Concrete.

Also suggested SOC look at what they take to council even if there is a mandate to do so. Further noted indicative vote on policy prior to attending council, no objections then there is no need for a full debate on policy which will reduce the overall time of the meeting.

A Hood noted a mandatory guillotine could be an option, also noted they are willing to take it to caucus and discuss the issue.

J Robinson noted having a discussion with the Chair of council would be a good starting point. Also noted a lack of confidence in indicative voting as it would rely on every councillor responding.

T Etheridge noted the indicative voting would just be a helpful indication as to how council will vote so there can be some prior knowledge of how long each discussion will last, also making it easier for the chair.

C Rand noted the first 30 minutes of council often runs a lot less smooth compared to the rest. So the issue could be with how the agenda is structured.

J Robinson questioned how easy it is for councillors to e-vote and whether this is a well-known method.

S Jones noted at the previous council meeting there were no indications to councillors that live streaming the meeting from home was an option.

J Clare noted this is made clear to all councillors when the agenda is sent out.

C Mellows questioned whether there could be workshops set up on writing motions as currently it feels like only officers voices are being heard at council.

T Moore questioned whether SOC would like to establish the workshops

Chair asked if there are any officers who would like to lead on talking to the Chair of council and start work on motion writing workshops.

### **Feedback on Union House Refurbishment**

J Robinson noted the atmosphere is a lot more sociable however, noted the lift has not been replaced and is still an issue.

C Jarvis noted their ambivalence towards the refurbishment, also noted the nap nook does not work and general accessibility of the building is still not great.

B Smith (Inaudible, when minutes are distributed to SOC for approval please send in what was said so the minutes can be a true and proper reflection of the meeting.)

C Rand noted the gateway has been great for students coming into the building however, also noted the accessibility of the building.

C Mellows noted many of the bookable rooms are not accommodating for large societies.

S Jones noted the gateway is a good addition however, noted there are still changes that need to be made such as blue bar carpet and the toilets upstairs in union house.

T Etheridge noted the large welcome desk is not in use downstairs and meaning no one is there to greet anyone. Also

noted the bars look messy and there is a lot of furniture which is difficult to get through for wheelchair users.

P Costello noted the reception upstairs is not fit for purpose and would be much better if reception staff used the desk at the entrance of the gateway. Also noted a lot of students walk into the advice centre to ask questions which can be problematic if there is a confidential conversation happening.

L McCafferty noted their enthusiasm for their office. Acknowledged the issues regarding nap nook, noted signage will be put up soon asking people to avoid the route through if possible.

A Hood noted the appearance of building is a lot better. Also noted the issue with the lift and access for wheelchair users to toilets during LCR events from the Blue Bar.

C Rand suggested FTO's would be willing to cover the empty reception desk.

T Antoniou-Phillips noted the feel of the building is too clean and corporate.

**1472**

## **Policy Implementation**

Chair provided suggestions as to which officer should take each policy passed at Union Council.

SOC decided the allocation of policies to officers as follows:

**A Transgender and Non-binary Students Policy – T Antoniou-Phillips and J Swo**

**Fighting Institutional Homophobia in the Health Service – T Antoniou-Phillips**

**Ending Discrimination in the Blood Service – T Antoniou-Phillips**

**Student Fees Equality - deferred, T Antoniou-Phillips to send to International Students assembly for T Nin to report.**

**Support when it's Needed Most – J Swo and C Rand**

**Show me the Money! – C Rand and C Jarvis**

**#RefugeesWelcomeHere – J Robinson, J Swo and L McCafferty**

**Water, Water Everywhere and not a Drop to Drink – A McCloskey**

**Improving Democracy for Union Activities – Amendment to the Bye Laws – C Jarvis and Y Yu**

**Supporting Student Action on Climate Change - C Jarvis and S Jones**

**Sombre-No: Clarifying the Equal Opportunities Policy – L McCafferty, C Jarvis and Liberation Officers**

**Food Waste – L McCafferty and S Jones**

L McCafferty noted on the migrant solidarity policy, there needs to be a steer from SOC as the collection bin outside Union House will be leaving shortly due to a permanent sports storage facility outside, thus confidence in the Union being able to take and store more donations is decreasing. Also noted SOC has to make a hard decision as if a new space is designated to collections this could potentially be taking space away from societies. Also noted, from information given to them, if permanent collections were be established it would involve compromising something else. Furthermore noted SOC need to give clear indication that is is an issue they want to take forward so management committee can go ahead.

Chair noted before SOC continues with discussion that the policy offers permanent location within Union House for donations.

J Robinson believed the amount of donations will reduce and having storage in Union House would be preferable, yet a location in town which takes donations may be useful if and when the storage space is filled.

L McCafferty noted most collection points in the city are people's houses therefore it will be difficult for the Union to turn around and ask for these people to then store more donations.

J Robinson noted not all advice rooms are used at once therefore could be an option.

A Hood offered for donations to be stored at their house, if it came to that situation.

L McCafferty did not feel comfortable with this suggestion considering the size of the Union Building.

T Etheridge questioned whether SOC money could be used to create a space outside used for storage.

L McCafferty noted the logistics of this suggestion would be difficult due to the aforementioned storage facility which are yet to be built.



Chair noted SOC having a strong steer to have a collection point in Union House which should be taken to management committee and any issues with facilities to be brought back to SOC.

### **1473      Projects, Campaigns and Policy Reports**

Cost of Living Campaign Update

L McCafferty noted the Foodbank will be launched on the 10<sup>th</sup> of November. Also noted there are three parts to the policy which when discussed with the working group will have PTO's championing each one.

Transforming Education Campaign Update

C Rand noted they are happy to circulate the current key areas that have been worked on to anyone who is interested. Also noted there will be PTO's championing different aspects of the campaign.

S Jones noted they have started a petition for more park and ride buses.

B Smith (Inaudible, when minutes are distributed to SOC for approval please send in what was said so the minutes can be a true and proper reflection of the meeting.)

*J Clare distributed funding records and noted they have been added to spending papers.*

### **1474      Annual Elections Schedule/Appointment of DRO**

S Jones questioned whether nominations closed so early last time.

L McCafferty noted the date of opening nominations is odd as students will not yet be back from the Christmas break.

T Etheridge questioned how long hustings would be open for and whether turnout would spike at certain times.

J Clare noted the only aspect that affects hustings and turnout is candidates.

S Jones believed one week is a good amount of time for this to run as it makes it a more accessible experience.

Chair noted there is a SOC meeting on the 3<sup>rd</sup> of March and a Union Council meeting on the 10<sup>th</sup>.

There was a discussion as to the status of the election of the DRO; noted that this will be brought up at the next meeting.

**1475 Finance Update**

Finance update will be given after the Finance Committee have had chance to meet.

**1476 Cycle of Business**

SOC noted the cycle of business.

**1477 Any Other Business**

There was no other business.

**1478 Time, Date and Place of Next Meeting**

To note the next meeting will be held at 4.30 pm on Thursday 5<sup>th</sup> November in the Board Room, Union House

## SOC Action Log for November 5

Date Commissioned	Action Required	Status	Assigned To:	Date to be actioned by:
16 October 14	Public statement to be made on DSA Cuts in collaboration with NUA and City College	<b>Liaising with University over joint declaration with NUA/City</b>	Jo, Aaron, Chris	Ongoing
26 February 15	Proposed amendment on the Referendum Bye-Laws to be brought Council.	<b>To be brought to Council</b>	Chris	16 Apr 15
17 September 15	Investigate location for breast feeding space	<b>Report to be made</b>	Liam	October
22 October 15	Collection point for donated goods for Calais migrant encampment	<b>Discussed at Management and location found</b>	Liam	October
22 October 15	Election of DRO to be conducted	<b>Agenda item</b>	Tony	October

**Project/Campaign Title: Light Up Campus**

**Amount of money requested: £140**

**Budget requested from: Campaigns**

**Details of project (500 words max)**

We can only make campus safer by listening to those who feel unsafe on it. Light Up Campus is a campaign that is based off a survey created for students and staff who use the facilities on campus during the darkest hours. Based off of these results and investigations, we will lobby the University to 'light up' the areas that are dark and make students feel unsafe.

**Funding break down:**

**50 A3 coloured posters = £15**

**250 coloured keyring torches = £125**

**How will this benefit our members? (300 words max)**

This campaign will give students a channel to communicate which areas on campus they feel least safe on, and an opportunity for us to engage with those students and make a real change. This will make our students feel safer, and a part of the decision making processes of the Union.

**Number of members directly benefited: 4,000**

**Number of members benefited by extension: 15,000**

**How will you ensure this benefits hard to reach/liberation/underrepresented groups? (300 words max)**

We will make sure we engage with students in 'hard to reach' areas (e.g. Edith Cavell), and we will advertise to those students who feel most vulnerable at night (e.g. women, woc, poc, pof, international students and international women, mature women, lgbt+ students etc).

**Project/Campaign Title: Safe Taxi Scheme**

**Amount of money requested: £160**

**Budget requested from: Campaigns**

**Details of project (500 words max)**

One of the key points on my manifesto was making travel safer for students. This scheme is in partnership with taxi companies to provide a safe way of students getting home if they find themselves in a situation where they have no funds to return home, or feel uncomfortable or unsafe. Students give the taxi company their name and student number, the taxi company invoices the union and the union then contacts the student for payment.

The scheme is finalised with the taxi companies and all good to go, all that is left to do is publicise the scheme so it reaches, and benefits, as many students as possible.

£75 will be spent on 1000 business cards with brief details of the scheme and the numbers of the taxi companies

£85 will be spent on 1000 double sided a5 colour flyers to publicise the scheme and explain the key features. (see attachment, the flyer will also have a statement about reporting complaints regarding never ok and student safety to the union so our students are protected)

**How will this benefit our members? (300 words max)**

This scheme will give all students a safe and reliable means of getting home if they find themselves in a situation they don't feel comfortable in or without funds to pay for taxi home. This will make travelling home safer for all students, especially those who are vulnerable.

**Number of members directly benefited:** 2000 students will receive a flyer or business card

**Number of members benefited by extension:** Potential to benefit the vast majority of students

**How will you ensure this benefits hard to reach/liberation/underrepresented groups? (300 words max)**

As it was part of Beth's manifesto the scheme will be specifically targeted at women student's but open to all students. As it is focussed on student safety, and often underrepresented and liberation groups can feel most vulnerable the scheme should directly meet their needs. The taxi companies have wheelchair accessible cars/vans.

**Project/Campaign Title: UEA Migrant Solidarity Campaign**

**Amount of money requested: £118**

**Budget requested from:**

**Details of project (500 words max)**

The UEA Migrant Solidarity Campaign was formed by students as a result of the increasing migrant crisis in Calais. The campaign focuses on collecting donations from students and the local community, which at the same time alleviates those who are struggling under the enormous amount of donations as they don't have the space or the means to store them. SU have provided a container to hold the donations. This is a campaign that will run at least until January, these resources will be used over the entire year.

**Funding break down:**

**2,000 Flyers (A5, colour, one side) - £98**

**100 Stickers (colour, paper stickers, 6.9 cm) - £20.00**

**How will this benefit our members? (300 words max)**

One of the Student Unions core values is it's belief in collectivism. It is also in our Union Policy to help refugees and migrants, The campaign will educate students about the migrant crisis in Calais while also offering opportunities to volunteer and make a real difference first hand. We will also be working closely with the community which will enrich our relationship and increase the student experience.

**Number of members directly benefited: 350**

**Number of members benefited by extension: 15,000**

**How will you ensure this benefits hard to reach/liberation/underrepresented groups? (300 words max)**

As this campaign focuses on the most marginalised and oppressed groups of people on a global level, we shall be engaging with similar groups on campus who will already have the motivation and empathy to be want to get involved.

**Project/Campaign Title: Anti-Austerity Campaign: People's Question Time**

**Amount of money requested: £200**

**Budget requested from: Priority Campaigns**

**Details of project (500 words max)**

At a recent meeting of the Anti-Austerity campaign team, it was decided that we would host a 'People's Question Time' event looking at the effects of austerity with high profile speakers from the anti-austerity movement. Confirmed speakers so far are:

Maddy Kirkman - NUS Disabled Students Officer

John Hilary – CEO of War on Want

Kate Hudson – General Secretary of Campaign for Nuclear Disarmament

We are currently looking for at least 2 additional panellists.

**Funding break down:**

The £200 will cover expenses (primarily train fares) for speakers.

**How will this benefit our members? (300 words max)**

This will give a unique opportunity for members to learn about the impact of austerity from activists and political figures campaigning on this, as well as mobilise them to get involved with anti-austerity campaigning.

**Number of members directly benefited: 200**

**How will you ensure this benefits hard to reach/liberation/underrepresented groups? (300 words max)**

We are ensuring that panellists are from a diverse range of backgrounds and that liberation groups are represented on the panel.



**Project/Campaign Title: Climate Demonstration**

**Amount of money requested: £780**

**Budget requested from: General Campaigns**

**Details of project (500 words max)**

On 29<sup>th</sup> November, there is a national demonstration in London for 'Climate, Justice and Jobs'. This is in advance of the December climate talks in Paris – COP21. A recent Union Council resolution – 'Supporting Student Action on Climate Change' has specifically mandated the Student Officer Committee to organise transport to that demonstration.

The demonstration is part of an international civil society mobilisation for a fair and effective climate deal in Paris, which is set to be the largest civil society activity around climate change in history.

**Funding break down:**

The £780 would fund one wheelchair accessible coach to the demonstration.

**How will this benefit our members? (300 words max)**

UUEAS has longstanding policy to support student action on climate change, including the recent specific mandate around the 29<sup>th</sup> Nov demonstration. It is clear that climate change is a priority issue for many UEA students, and this was brought out as one of the biggest features of the UEA consultation on the corporate plan.

This demonstration will give an opportunity for students to get involved in climate activism and put pressure on the UK government to negotiate a fair deal on climate change, which will benefit current students and students in generations to come.

**Number of members directly benefited: 50**

**How will you ensure this benefits hard to reach/liberation/underrepresented groups? (300 words max)**

Climate change is an issue which disproportionately effects women, disabled people, BME people and people from the Global South due to the intersections of these issues with societal inequality and power structures.

## Policy Passed by Union Council 29/10/15

**1768 It's time for us to WALK OUT in solidarity** passed 29 October 15

Proposer: Yinbo Yu (Activities & Opportunities Officer)

Seconder: Chris Jarvis (Campaigns & Democracy Officer)

### **Union notes:**

1. International students have been under constant attack by the Home Office for a number of years.
2. These attacks have intensified since 2012 with the revocation of the 'Highly Trusted Sponsorship' of London Metropolitan University, scrapping of the post-study work visa provision and other changes to the immigration system.
3. Other universities and colleges have also lost their sponsorship status since 2012, often left to pay the price for their institution's mistakes.
4. The number of visa refusals has increased significantly over the past couple of years and the new immigration rules which will be coming into action soon will only make life more difficult for international students and all migrants in general.

### **Union believes:**

1. The onslaught on international students' rights in the UK is not an isolated matter and is part of a bigger picture of the anti-migrant sentiment which is growing in the UK.
2. The UK government's response to the refugee crisis has been inadequate to say the least.
3. The anti-migrant sentiment growing in the country, which had previously severely affected international students, is now manifesting itself in how the most vulnerable migrants, who are refugees, are being treated.
4. As a progressive movement, it is our responsibility to stand in solidarity with all migrants and condemn the government's attitude towards them.
5. Union of UEA Students should priorities the plight of migrants in general, and that of international students and refugees in particular, in its campaigning activities.

### **Union Resolves:**

1. To fully support, endorse and encourage a national day of walk out on 'International Students' Day', November 17th. This would be to raise awareness regarding the treatment of refugees, international students and the wider migrant communities in the UK and to show the government that students overwhelmingly reject the government's attitude towards migration.
2. To utilise every possible tool to get as many students as possible on board with the national day of action.

3. To particularly magnify this day of action by producing relevant material as well as distributing videos and other promotional material provided by NUS and other campaigning allies

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**1769A Oh, the beautiful guillotine** passed 29 October 15

Proposed by:

Aaron Hood (Students with disabilities Officer)

Seconded by; Cameron Mellows (Non-Portfolio Officer)

Union notes that;

1; the current situation leaves students unsure about when they are going to get home.

2; is an unnecessarily stressful and inaccessible environment for students

3; that however important the motions are, people's academic career and by extension their future must always come first

Union believes that;

1; the current situation is unsustainable, being off putting for new councillors and growing increasingly alienated to long term councillors.

2; Council must be considerate to students suffering from anxiety and other personal issues especially, but also must show consideration for people travelling home and their personal schedules.

3; A mandatory time limit will result in a more efficient council, which goes through motions more efficiently whilst still maintaining the appropriate levels of scrutiny.

Union Resolves that;

1. A mandatory guillotine of no later than 10:30 must be observed and implemented.

2. If council wishes to extend the mandatory guillotine beyond 10:30 they must vote with a 2/3 majority to do so.

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**1769B Making our democracy more accessible** passed 29 October 15

Proposed: Aaron Hood, Students with Disabilities Officer

Chris Jarvis, Campaigns and Democracy Officer

**Union Notes**

1. That at most meetings of council, concerns are raised by members about accessibility

2. That according to the Constitution, the Democratic Procedures Committee is required "to structure and run Union Council in such a way as to guarantee the accessibility of proceedings for members"

3. That it is also required to "annually report on endeavours designed to meet its duty to structure and run procedures in such a way as to guarantee accessibility"

4. That members have raised access concerns about papers, meeting format, meeting length, meeting atmosphere and motions amongst other things.

### **Union Believes**

1. That the Democratic Procedures Committee has not so far been successful in discharging these two duties.
2. That the people that should drive access changes to Union Council are people who experience challenges in accessing our democracy.
3. That in the Union we are committed to ensuring that all of our events are fully inclusive so that all participants can share in the experience. We have a long history of putting in place measures designed to facilitate delegate access and a substantial amount of staff time and budget is allocated each year to this end.

### **Union Resolves**

1. To form a Task and Finish Group on access to Union Meetings.
2. The role of the group will be to:
  - a. Consider feedback from members on access at meetings
  - b. Consider the fitness for purpose of current systems and provision relating to access
  - c. Make recommendations for future events
3. The Group will meet three times this term:
  - a. Meeting one will focus on sources of feedback and consultation to be carried out
  - b. Meeting two will analyse and synthesize feedback received and generate ideas for the future
  - c. Meeting three will consider a draft report with feedback, analysis and recommendations
4. The group's membership shall be as follows:
  - a. Students with Disabilities Officer
  - b. Chair of the Democratic Procedures Committee
  - c. 3 members nominated to represent the Disabled Students Caucus
  - d. A self-defining member of the Student Officer Committee
5. To bring the group's report to the final meeting of 2015

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**1770 UEA – Time to sort out Organisation and Management** passed 29 October 15

Proposer: Connor Rand (Undergraduate Education Officer)  
Secunder: Theo Antoniou-Phillips (LGBT Officer)

### **Union Notes**

1. That when UEA resolved to create "hubs", the Union expressed significant concern that the organisation and management of courses would suffer
2. In this year's NSS the UEA scores for Organisation and Management have declined.
3. Following a fall in 2014, UEA's score has not improved in 2015 and its rank position has fallen as other institutions move ahead.

4. UEA's lowest scoring question on this theme since 2011 has consistently been regarding any changes in the course or teaching have been communicated effectively.
5. During the past year, the University experienced problems with exam scheduling which resulted in two timetables being released, students being scheduled for examinations at short-notice and, in several instances, before their dissertations were due.
6. This year there are 900 more first year students on campus than there were last year
7. NUS has published a benchmarking tool on University organisation and management

### **Union Believes**

1. Since the creation of hubs there have been problems with the Hubs themselves, including severe delays with coursework, provision of incorrect information, and students feeling unable to speak with staff who understand their course.
2. There has also been an increase in confusion about key policies, because schools are not always aware of Hub policy, and on occasions provide their own interpretation.
3. Many students complained that amended exam timetables, issued with short notice, had suddenly reduced the time they had planned for revision and created logistical and practical problems.
4. A consistent theme in teaching observation from last year was unsuitable teaching space
5. This year there have been big issues with timetabling, including:
  - Timetables issued late which harms participation by those that need to take part time work or those with caring responsibilities
  - Several classes cancelled due to lack of suitable space
  - Several classes with too many students for the timetabled rooms, resulting in students sitting on the floor
  - Students being timetabled on a Wednesday afternoon
  - Events being timetabled in unsuitable spaces for that teaching event
6. That if the problems in organisation and management aren't tackled soon the student experience will suffer further

### **Union Resolves**

1. To lobby the University to work with student reps to use the NUS benchmarking tool on University organisation and management to assess itself
2. To lobby the University, both at an institutional level and a school-by-school level, on all of the issues raised above
3. To identify and publish actions the University should take to improve, setting out a timeline for improvement
4. To continue to push the University, in any appropriate forum or setting, to think about the impact of increased student numbers before recruitment, not after recruitment, so any impact on the student experience is minimised

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**1772 Recorded lectures and the use of technology** passed 29 October 15

Proposer: Jack Robinson (Non-Portfolio Officer)

Seconded: Connor Rand (Undergraduate Education Officer)

#### Union Notes

1. That students consistently support recorded lectures or screencasts of part of lectures to enhance their learning, for instance through the National Student Survey
2. That current provision of lecture recordings and use of technology is patchy across different schools in the University
3. That currently, in many schools, if students miss a lecture due to sickness or other mitigating circumstances there is no way for them to see the contents of the lecture
4. That currently, there is no systematic way for students to review full lectures for revision or essays, unless individuals used recording software themselves
5. That when tried in some schools, a system of lecture recording has proved incredibly popular
6. That when tried elsewhere, a system of lecture recording has not had an adverse effect on lecture attendance, especially when it has been used in conjunction with other learning materials before and after the lecture or as a screencast to record key parts of the lecture
7. That the technology for lecture recordings already exists in a number of lecture theatres at the University, whilst training is available from the Learning Technology Team

#### Union Believes:

1. That students should not be penalised for illness or mitigating circumstances
2. That students deserve an innovative and engaging learning and teaching experience, including through technology
3. That being able to review lectures for revision and essays would be a vital study tool
4. That lecture recordings would improve the learning for many students
5. That lecture recordings would be especially useful for distance learners, Erasmus students and students on joint degrees
6. That the University has a responsibility to provide training and support for University academic staff
7. That encouraging staff to trial new teaching methods such as lecture capture is the best approach moving forward in the short-term

#### This Union Resolves:

1. To make a positive case in any University committee or appropriate forum for the use of lecture capture, either in full or as screencasts, as part of a more holistic learning experience
2. To campaign for more technological capacity for lectures to be recorded and available on Blackboard and more University training and resources to this end
3. To continue to highlight good practise with records to the use of lecture capture and technological teaching advances, as a way of encouraging academic staff to try similar methods
4. To encourage school reps to raise this issue on a school by school basis in SSLCs and other appropriate forums on the basis of student desire

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**1774 Student Opportunities for all: Tackling Barriers** passed 29 October 15

Proposer: Cameron Mellowes (Non Portfolio Officer)

Secunder Jack Robinson (Non Portfolio Officer)

**Union Notes**

1. NUS has recently worked with Universities UK (UUK) to understand how to raise levels of volunteering and social action within Higher Education.
2. A report, drawing on existing literature, has been produced that identifies the key barriers to students taking part in opportunities across all institutions:
  - a. Language and understanding
  - b. Motivations
  - c. Time
  - d. Management of volunteering
  - e. Perception and previous negative experience
  - f. Financial
  - g. Space
  - h. Environment
  - i. Access to expert support and advice
  - j. Bureaucracy

**Union Believes:**

1. That despite a recognition that not all participation is "equal", the union does not currently have a strategy for tackling barriers in Opportunities
2. The University researches access and participation in formal education by disadvantaged groups but has little understanding when it comes to the wider student experience.
3. The barriers identified can inform how our resources should be used to make a real difference at UEA.
4. An effective way for us to develop our student opportunities is for our work, including discussions with the University, to be focused around breaking down these barriers within our context.
5. We should be working with the University to discuss these barriers seriously with students, including developing ways of gathering evidence to understand the importance of student opportunities within UEA.

**Union Resolves:**

1. To mandate the undergraduate education officer to cause the University widening participation working group to research participation in extracurricular activity by disadvantaged groups
2. To mandate the Activities & Opportunities Officer to lead on the development of a strategy to widen participation in student opportunities by disadvantaged groups, ensuring students that face barriers lead on identifying ways in which problems could be solved

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**1777 Union Access for All!** Passed 29 October 15

Proposer: Max Levene (Students with Disabilities caucus – open position)  
Secunder: Aaron Hood (Students with Disabilities officer)

**Union Notes:**

- 1) Students with disabilities face problems accessing many buildings/rooms throughout the country and at UEA
- 2) An estimated 2% of the UK population use a wheelchair (NHS purchasing and supply agency, 2000)
- 3) Union house is a public building and should therefore be accessible to everyone
- 4) Students with disabilities often require use of Union services
- 5) 26% of disabled people reported negative experiences in mainstream education, in part because of poor facilities and negative attitudes of other people (Department for Work and Pension's report into attitudes toward disability in Britain (Grewal, Joy, Lewis, Swales and Woodfield, 2002))
- 6) With all students able to run in elections there is a strong possibility that a full time or part time officer could have a disability.
- 7) Currently the whole union graduate space is located on the upper floor of union house
- 8) The current lift in union house is consistently not working/out of order and cannot be used in the event of a fire
- 9) Currently some students are being denied access to the upper floor of union house for fire safety reasons (Regulatory Reform (Fire) Safety Order, 2005)

**Union believes:**

- 1) All students should be able to access all union services whether they have a disability or not
- 2) The graduate space should be accessible to all
- 3) Students should never be made to feel they are being an inconvenience to the union/societies/peer support groups/sports clubs
- 4) If required the union should offer reasonable adjustments to its staff and members
- 5) The lift situation should be a priority in any further union house renovations
- 6) It is unacceptable for access buttons to be switched off or out of order

**Union resolves**

- 1) To Mandate the union to assess the costs of fitting a fire safe lift
- 2) To lobby the university to fit a new fire safe lift at the earliest chance possible in union house
- 3) To Lobby the university to improve access around campus
- 4) To mandate the students with disabilities officer to attend the Access All Areas group at least 3 times per year
- 5) To make sure the lift is on at all times



- 6) To make sure all access buttons to union house and within the building are switched on and working at all times, and if out of order to be reported to estates within 24 hours
  - 7) If room changes are required, they should be done so at the earliest chance possible and the student for whom the room change is needed should be kept anonymous
  - 8) To ensure reasonable adjustments are put in place for staff and students if required
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## **1775 The EU Referendum and UEASU passed 29 October 15**

Proposer: Connor Rand (Undergraduate Education Officer)

Seconder: Chris Jarvis (Campaigns and Democracy Officer)

### **Union Notes**

1. In May 2015, UK citizens elected a new Government. During the Queen's speech, an announcement was made that in 2016, the UK will be having a referendum to decide if the nation should remain in, or leave, the European Union.
2. National or UK-wide referendums are regulated by the Electoral Commission under the Political, Parties, Elections and Referendums Act 2000 (PPERA).
3. The principles that govern political activity by charities also apply to referendums. This means
4. That, depending on the nature of the referendum issue or question, there may be some circumstances in which it is appropriate for a charity to set out the pros and cons of a yes or no vote for their beneficiaries.
5. At UEA we have a diverse membership, with students from more than 120 countries and many of those are members of the European Union.

### **Union Believes**

1. That where charities wish to campaign for a 'yes' or 'no' vote in a referendum, the Charity Commission requires that they consider carefully the Commission's guidance on campaigning and political activity by charities.
2. In exceptional cases charities may consider that the outcome of a referendum is likely to directly affect, positively or negatively, the delivery of their charitable objects. Advice suggests that Students Unions are not likely to be definable as an "exceptional case".
3. However we have a wider duty to do our utmost to inform our members about the pros and cons of our EU membership.

### **Union Resolves**

1. To seek detailed legal advice on the approach that it will be safe to take as a Union to the referendum once it is formally called
2. In any event to encourage students to take part in the debate and process, (re)publishing pros and cons for students as supplied by the variety of campaigns campaigning for both a 'Yes' vote and a 'No' vote
3. To ensure as many students as possible are registered to vote in the EU referendum.

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## **1774 Good Housekeeping: Procurement, Strategic Plan and Trustee Board Sub-committees: An Amendment to the Bye-laws**

Passed 29 October 15

Proposer: Chris Jarvis (Campaigns & Democracy Officer,  
Christopher.jarvis@uea.ac.uk)

Seconder: Liam McCafferty (Postgraduate Education Officer  
l.mccafferty@uea.ac.uk)

### **Union Notes:**

1. Our procurement policy is held within the byelaws.
2. The procurement policy hasn't been updated for a number of years.
3. Byelaw 8 describes a lengthy overview for the development of the organisation's strategic plan.
4. Byelaw 12 outlines the sub-committees of the Trustee Board

### **Union Believes:**

1. Holding the procurement policy in the byelaws is unnecessary, makes it inflexible and adds unnecessary length to the governing documents.
2. The existing procurement policy is outdated.
3. The existing procurement policy gives a rigid framework of rules, many of which no longer fit the model of the organisation.
4. The existing procurement policy offers little guidance around ethical and environmental procurement criteria.

### **Union Further Believes:**

1. The description of the strategic plan adds length to the byelaws while offering little in the way of actual guidance or framing to the formulation of the plan itself.
2. In the bespoke section of the Articles of Association, the Board of Trustees have listed amongst their responsibilities the development of the strategy of UUEAS, and therefore holding additional byelaws on the strategic plan is unnecessary.
3. The strategic plan should be developed by the Board of Trustees after consultation with the Student Officer Committee and approval by Union Council
4. Two of the Sub-Committees of the Trustee Board – Governance and Legal Compliance have not sat over the last year, having had their responsibilities absorbed into the main work of the Board of Trustees, thereby making their existence redundant.
5. Two central roles of the Trustee Board is to ensure legal compliance, and develop organisational governance, and these are not matters that need a bespoke or specialist sub-committee, nor do they require frequent enough scrutiny to justify the existence of such a sub-committee as with finance and HR.

6. Removing these sections of the byelaws will tidy up the governing documents, shortening them and making them more accessible to our members, which is a good in and of itself.

**Union Resolves:**

1. To delete Byelaw 13: Procurement Policy from the byelaws and renumber accordingly
2. To adopt appendix A as the new UUEAS Procurement Policy
3. To delete Byelaw 8: Strategic Plan from the byelaws and renumber accordingly
4. To delete Byelaws 12.3 and 12.5 and renumber accordingly

## **Appendix A**

### **Procurement Policy**

#### **Introduction**

The Union procurement activities are essential to support its aims and objectives as a students' union. This policy seeks to set the parameters through which procurement takes place, and covers procurement of items which are used for the Union's campaigning activities, charitable objectives and operational requirements. While this policy is not intended to cover items procured for resale through the social enterprises, it is intended to be applied to the umbrella charity and the two subsidiary companies – Student Union Services Limited and Waterfront Limited.

This policy seeks to set a framework which adheres to the following core aims:

- Minimise costs
- Maximise benefits to members
- Promote multiple functionality of purchases
- Ensure rigid and high environmental and ethical standards are adhered to

#### **Organisation**

Management Committee, as the sub-committee of the Board of Trustees responsible for day to day management of the Union's activities, has ultimate responsibility for all procurement in the Union. Authority to commit expenditure is delegated by Management Committee to departmental heads as well as the Student Officer Committee and Equal Opportunities Committee. Departmental heads are therefore responsible to Management Committee for ensuring that all purchases are made in compliance with this policy.

Management Committee, taking steer from the Student Officer Committee and Union Council shall be responsible for developing and implementing a purchasing strategy that benefits the Union as a whole.

#### **Objectives**

The objectives of this policy are:

- To obtain best value for money on the purchase of all goods and services, consistent with the needs of the end user
- To minimise the cost of the purchasing process itself
- To ensure staff with significant purchasing responsibilities have the necessary training and support
- To ensure all staff responsible for procurement are aware of the benefits of good procurement practices
- To create a climate under which purchasing performance can be continually improved
- To implement rigorous ethical and environmental criteria that inform all procurement decisions

#### **Preferred Suppliers**

The maintenance of a list of preferred suppliers for purchases outside of the framework of NUS Services Ltd. will benefit the Union in both time and money. Inclusion on the list will indicate a supplier conforms to our ethical and environmental criteria listed below and therefore it is not required to check such details when orders are placed.

Suppliers outside of this list should only be used if they can demonstrate pricing or terms that benefit the Union, or are have significantly stronger ethical or environmental criteria.

The list of preferred suppliers shall be reviewed annually by the Ethical Steering Group and by Management Committee. Both of these bodies should be provided with a justification for the inclusion of suppliers on the list in addition to the ethical and environmental credentials of any supplier.

### **Ethical Considerations**

The Union seeks to be an exemplar in ethical practices. Therefore, this policy seeks to ensure that all procurement adheres to a set of strict ethical and environmental standards. It is expected that these standards will be applied in all procurement, except in instances where:

- Additional costs would cause significant detriment to the Union.
- It is not possible to find required goods that meet our ethical and environmental standards

In instances where it is not possible to meet our ethical and environmental criteria in full, the Union shall seek to fulfil as many of these as possible.

The following ethical and environmental criteria should be applied to procurement:

- No purchases shall be made from companies or organisations that are currently subject to active boycotts by the Union. A list of active boycotts can be found in Appendix 1.
- We should seek to give preference to organisations or companies that pay the Living Wage and are accredited by the Living Wage Foundation.
- Where relevant, such as for clothing, we shall purchase FairTrade goods, as certified by the Fair Trade Foundation.
- Where relevant, such as clothing and electronics, we shall seek to purchase goods that are free from sweatshop labour and are independently monitored by organisations such as the Worker Rights Consortium, Electronics Watch or the Fair Wear Foundation.<sup>1</sup>
- Where relevant, such as for furniture and paper, we shall purchase goods that are certified as sustainable by the Forest Stewardship Council
- Cups used for the sale of drinks within the social enterprises shall be compostable where possible and recyclable where not
- Excepting circumstances where higher quality paper is essential, paper procured by the Union shall be unbleached and recycled.
- Purchases should be durable and be able to be recharged, repaired, upgraded or reused

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<sup>1</sup> Clothing purchased through NUSSL and the Epona brand is independently monitored by the WRC

- Procurement should avoid goods that are likely to emit toxic or polluting substances during their production, use or disposal
- Procurement should avoid goods that include excessive packaging – packaging should be reusable or recyclable

### **Multiple functionality and reuse**

Ensuring that purchases have multiple functions and are able to be reused is important for reducing costs to the Union as well as delivering on sustainability goals. Therefore, the following should be considered prior to making any purchases:

- Goods purchased shall be reusable where possible.
- When design and branding is used on goods procured from external bodies, it should be ensured that, where possible, such branding does not restrict the goods from being reused.

### **Procurement through the University**

In instances where procurement is not directly controlled by the Union, such as when goods are procured through the University, we shall seek to ensure that all procurement adheres to the above principles of procurement, in addition to maintaining all boycotts as listed in Appendix A.

### **Review**

This policy shall be reviewed annually by the Ethical Steering Group and Management Committee.

## Appendix 1 – List of Active Boycotts

- Nestle
  - Royal Bank of Scotland
  - The Sun
  - Premier Oil
  - Triumph
  - Suzuki
  - Mitsubishi Corp.
  - Mitsui & Co.
  - Total Elf Fina / Unocal
  - Marriott
  - Sea Containers (Orient Express)
  - China National Petroleum Corporation (CNPC)
  - Petroleum Nasional Berhad (Petronas)
  - Oil and Natural Gas Corporation Limited (ONGC)
  - China Petrochemical Corporation (Sinopec group)
  - Lundin Petroleum
  - AREF Investment Group
  - Muhibbah Engineering Berhad
  - Kencana Petroleum Berhad (KSTB)
  - Petrofac
  - PECD Berhad
  - Weatherford International Limited
  - Wartsila OYJ
  - Bharat Heavy Electricals Limited
  - Harbin Power Equipment Company Limited
  - Alstom
  - Avichina Industry and Technology Company
  - Dongfeng Automobile Company Limited
  - Mitsui Engineering and Shipbuilding Company Limited
  - Indian Oil Corporation Limited (IOCL)
  - Scomi Group Berhad
  - Weir Group PLC
  - Electricity Generating Company (EGCO)
  - Starbucks
  - Tate & Lyle
  - The Daily Star
  - Veolia
    - Any company that has direct involvement in the Fossil Fuel industry.
    - Any company that engages in, facilitates or promotes tax avoidance.
    - Any company that has direct involvement in the manufacture or trading of arms.
    - Any company that is complicit in Israeli violations of international law, as defined by the BDS movement.
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## **1779 Ace and Aro Awareness Week** passed 29 October 15

Proposer: Elliott Simpson (LGBT+ Caucus)

Second: Elliot Folan (UEA Geeks)

### **Union Notes:**

1. Before this academic year, there has not been an official Ace and/or Aro rep for union council;
2. That previous Concrete Sex surveys have omitted the option to identify under an asexual or aromantic orientation;
3. That before the now on-going Asexual Awareness Week, there has been virtually next to no representation or discussion of asexual or aromantic issues or experiences within student media;
4. That according to Anthony F. Bogaert's study and research, that 1% of the world's population is asexual;

### **Union Believes:**

1. Ace and aro individuals do make up a portion of the UEA population;
2. That "Asexual Student" (or "Ace Student" in order to encompass all myriad variations on the spectrum) shall be defined by UUEAS as being any student that experience sexual attraction either fully or partially. This includes all variations on the ace spectrum, including greysexuals, demisexuals, Lithsexuals, Cupiosexuals, and Quoirossexuals;
3. That "Aromantic Student" (or "Aro Student" in order to encompass all myriad variations on the spectrum) shall be defined by UUEAS as being any student that experience romantic attraction either fully or partially. This includes all variations on the aro spectrum, including greyromantics, demiromantics, Lithromantics, Cupioromantics, and Quoiroromantics;
4. That we have no tolerance for discrimination or exclusion of ace or aro individuals and will oppose it whenever it appears;
5. That sexual identity is defined by the individual, not by society or by societal norms;
6. That people's sexual identities are not matters of debate, and the Union will accept Ace and Aro students without forcing them to justify their existence or their rights;
7. That Asexuality and Aromanticism are often overlooked orientations and are lacking in scientific research;
8. That any future policy relating to Ace and Aro students should not be drawn up unless Ace and Aro students from across UEA have had the opportunity to input into a discussion of the policy through a committee, discussion group, survey, caucus or some other method;
9. That no policy on Ace and Aro students should be written solely by an allosexual person without consulting the elected representative(s) of Ace and Aro students;
10. That UUEAS can play an important role in changing mindsets around Ace and Aro representation and societal conceptions.

### **Union Resolves:**



1. That the Union will help host an Ace and Aro Awareness Week every year in order to spread continuing understanding of the asexual community and orientation;
  2. To mandate the Welfare, Community and Diversity Officer to support the LGBT+ officer in taking active action to promote and support all Ace and Aro awareness campaigns in order to aid certain individual's paths to discovering their own sexual identities.
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**1776 Student Strike Ballot** passed 29 October 15

Proposer: Liam McCafferty (Postgraduate Education Officer)

Seconder: Elliot Folan (Geek Soc)

Notes:

- 1) That the government intends to convert maintenance grants into maintenance loans.
- 2) That since the withdrawal of Education Maintenance Allowance there has been a severe lack of maintenance funding for poorer students in Further Education.
- 3) That the government also proposes to limit its Postgraduate Loan scheme to those under the age of 30.
- 4) That International students are now expected to pay large fees use the NHS during their studies.
- 5) The last 5 years have therefore seen serious reductions in the amount of maintenance support offered to some of our poorest students.

Believes:

- 1) That students should have the right to democratically decide how we campaign against the grant cuts and demand a say in the future of HE policy.
- 2) That the student strike is a tactic available for students to make their voice heard.
- 3) The arguments for and against a student strike should be involve students in a mass democratic process.
- 4) That the student movement is at its strongest when it can mobilise its members and empower students to participate in decision-making and debate.

Resolves:

- 1) To inform the NUS that this union supports a ballot on the questions and demands specified here:

Question:

Should students take strike action on Monday 1st and Tuesday 2nd February, to defend student maintenance grants and to demand that the government ensure the financial security of students in FE and HE?

Demands:

"The demand of the strike is to defend and increase the financial support offered to all students across the Higher and Further education systems. The specifics are:

#### In England and Wales

That the government abandons plans to abolish maintenance grants and replace them with loans.

That the government introduce sufficient maintenance support for students in Further Education.

That the government introduce maintenance loans for Masters students of at least the amount proposed for England, without discriminating against mature students as is currently proposed.

That the government stops attacks on funding for disabled students and reverses the cuts to Disabled Students' Allowances.

That international students are not forced to pay an NHS surcharge, and that the post-study work visa is re-instated.

#### In Scotland

That Higher Education bursaries are extended to cover the summer months.

That the government introduce an Further Education Bursary Entitlement, that sets an absolute minimum level of financial entitlement for all FE students regardless of location.

That the government introduce maintenance loans for Masters students of at least the amount proposed for England, without discriminating against mature students as is currently proposed.

That the government abandons plans to make international students leave the UK after they graduate, and that international students are not forced to pay an NHS surcharge.

#### In Northern Ireland

That the government absolutely rules out any cuts to maintenance grants or equivalent changes to those happening in England and Wales.

That the government introduce maintenance loans for Masters students of at least the amount proposed for England, without discriminating against mature students.

That the government abandons plans to make international students leave the UK after they graduate, and that international students are not forced to pay an NHS surcharge."

2) That if enough Unions call for a national ballot on this issue so that one is held, that any UUEAS decision on whether to support a student strike is made by referendum, taking into account the spirit of Union believes 1, 3 and 4 and the system NUS use for a national ballot, in which all UEA students would be allocated to 'yes' or 'no'.

**1880 Improving the rule-making process for Union Elections** passed 29  
October 15

Proposed by: L McCafferty (Postgraduate Education Officer)  
Seconded by: A Patel (Feminist Society)

**Union notes:**

- 1) That, at present, the mechanism for drawing up rules and regulations for Union Elections is split between different institutions;
- 2) That in the last round of elections, a number of long-standing regulations were removed, such as the provision for society committees to endorse candidates and for all expenses to be refunded;
- 3) That elections will be held some time before April 2016 for NUS National Conference delegates.

**Union believes:**

- 1) That election rules should be determined in a transparent and open manner by elected representatives of students;
- 2) That election rules and regulations cannot be made by Union Council as a 300-member body cannot meet quickly to make snap decisions, nor can it debate extensively the detailed issues of election regulations given the numerous other issues drawing its attention;
- 3) That members of Student Officer Committee often go on to run in further elections
- 4) That, in addition to noting Union believes 1), our members consistently tell us they want a more open and transparent Union
- 5) That nobody considering running for election or re-election should have an advantage over any other member because they were able to input into the election process, rules and regulations
- 6) That the Student Officer Committee should be able to input into the election timetable through recommendations
- 7) That an independent committee accountable to Union Council should be the body that examines and makes detailed recommendations on election rules and regulations;
- 8) That a majority of this committee should be non-officer members of Union Council;
- 9) That we should strive for rules and regulations for elections to be finalised and published at least 1 month prior to any ballot, to ensure that candidates can familiarise themselves with the rules, inform their campaign team and plan accordingly. Where this is not possible, we should strive for rules to not be changed or revised after nominations have closed.

**Union resolves:**

- 1) To set up a 5-member "Union Election Rules Working Group" which will consist of:
  - a) The Campaigns & Democracy Officer;
  - b) The Chair of the Democratic Procedures Committee;
  - c) Three Union Councillors, elected by Union Council by the Single Transferable Vote method of election. At least one of the councillors must self-identify as a non-male gender;

- d) A Chair, elected from among the working group by the members.
- 2) That these members' terms will last until the end of the academic year save that in the event that they became a candidate in an election for a role other than student council they would resign from the committee
- 3) The role of the group will be to:
- a) Examine the issues around rules and regulations for Union Elections, within the confines of the principles set out in the SU by-laws and the Constitution and with a focus on clarity and accessibility
  - b) To make recommendations on the bye laws for elections to Union Council
  - c) To make recommendations on the regulations for a given election to the Returning Officer/Deputy Returning Officer
  - d) Along with the Student Officer Committee to make recommendations on the timetable for a given election to the Returning Officer/Deputy Returning Officer
- 4) That the Working Group will adopt its final recommendations by a simple majority vote and will report these to Union Council;
- 5) That where the Returning Officer does not adopt a recommendation, that this is reported to Union Council with a clear justification.
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## SOC Proposed Cycle of Business

Each Meeting (format agreed earlier):

- Chair Update
- Departmental Presentations and Strategic Exercises
- Issue Presentations
- Items for discussion
- Policy Implementation
- Projects, Campaigns and Policy Reports
- Management Committee Report
- Funding Requests

<b>Semester One</b>	
Week 2	Departmental Presentation: Marketing and Business Development Annual Elections Schedule Appointment of DRO Zone Conferences: Agree Attendance Review of Welcome Week
Week 5	Departmental Presentation: Advice Union House 2015: Feedback on the new building Finance Update
Week 7	Departmental Presentation: Campaigns and Policy NUS National Conference Delegate Leader Election
Week 8	Departmental Presentation: Operations Reports from Zone Conferences Finance Update
Week 10	Departmental Presentation: Opportunities (Clubs and Societies)
<b>Semester Two</b>	
Week 1	Departmental Presentation: Venues Finance: Estimates Steering Discussion
Week 3	Departmental Presentation: Housing
Week 6	Departmental Presentation: ENTS/Waterfront

Week 9	Departmental Presentation: Retail Finance: Estimates 15-16 Proposal
Week 10	Departmental Presentation: Opportunities (Volunteering & Enterprise)
Week 12	Departmental Presentation: Review (Find and Fix) Finance Update