

**Union of UEA Students Mission 2009-13**

1. To create positive change in matters relating to the education of UEA students  
by effectively representing their collective views.



**Minutes of the Student Officer Committee**

**18 October 2012**

**Summary**

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**Key Discussions**

- Coaches to NUS National Demo in relation to Campaigns Budget
- Collection Box for Islamic Relief

**Key Actions**

- FTO's schedule of meetings with the VC to be posted on SOC Facebook
- Officers who are unable to attend the meeting must, in future, be informed of changes to communications
- Funding for Ethical Issues Officer and two UUEAS members to attend NUS Living Wage Masterclass agreed
- Agreed funding for publicity material for No More Lies promotional campaign for NUS National Demo

## Union of UEA Students Mission 2009-13

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## Minutes of the Student Officer Committee

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### Voting Members present:

Jess Lewis (Non-Portfolio Officer), Bintu Foday (Non-Portfolio Officer), E Fallows (Non-Portfolio Officer), Josh Bowker (Academic Officer), Sam Clark (Community and Student Rights Officer), Abbi Forsyth (Non-Portfolio Officer), Joe Levell (Finance Officer),

### Non-Voting Members present:

Rosie Rawle (Ethical Issues Officer), Benjamin Brown (Environment Officer), Derek Bowden (Chief Executive), John Taylor (Post Graduate Officer), Richard Laverick (LGBT Officer), T Killeen (Mature Students Officer), K Jenkins (Students with Disabilities Officer).

### In attendance:

T Moore (Representation Support Worker).

### Chair

Matthew Myles (Communications Officer).

### Apologies for absence

Astrid Heidemann Simonson (International Officer), Yousef Balboul (Ethnic Minorities Officer), T Gilder-Smith (Women's Officer).

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### 710 Welcome

Chair welcomed K Jenkins to SOC and congratulated her on her election as Students with Disabilities Officer.

### 712 Minutes of the meeting held on 11 October

The minutes of the 11 October meeting were agreed.

### 713 Action Log

SOC noted the completed actions. R Rawle noted she would be working with the Media Marketing Assistant on the Green Success

banner.

J Lewis reported that 49 members had now signed up which meant that one coach was now full. The campaign had decided to cap the numbers and send the one coach and any members who now signed up would be directed to the Unison or NCAC coaches which had spare places.

Chair noted that the Finance Officer was yet to arrive to report on space allocation for the Christian Union.

S Clark noted that he would report on the furnishing for a chill out room at the next meeting.

On tweets, Chair noted he had published the material about international students' visas which he found to be very harrowing and urged Officers to sign the petition. In answer to J Taylor, he confirmed that there was one petition and that could be found on the government website.

Chair noted he would tweet on Launch of the Lens shortly.

Chair noted that Black History Month events would be discussed later in the agenda.

Chair noted the report on budgets and future conferences would be brought to the next meeting.

J Bowker reported that he had been unable to raise the matter of visa rules with the Vice-Chancellor because the meeting had been a formal meeting with a defined agenda to meet the Head of OFFA which did not provide the opportunity for raising the issue.

B Brown asked whether there would be future opportunities to raise this with the VC.

Chair noted there were a series of meetings arranged with the VC and he would post the schedule on the Facebook page.

### **Action**

J Lewis reported that it had proved impossible to order the demo tube tickets as they could not be sent by post or ordered in advance. She would, therefore be taking cash to pay for them on the day.

Chair noted that, as the Finance Officer had not arrived, the report on Loyalty Cards would be given to the next meeting.

Chair reported that A Simonson had registered for the International Officer training and that the banner and badges for Save UEA Music had been ordered.

Chair noted that the meeting of Presidents of Faith Societies would take place on 23 October and, as yet, representatives from the Islamic Society and the Hindu Society as well as one Sikh student had confirmed they would be attending.

Chair noted, R Laverick's report noted that there was NUS money available to encourage inter-faith relations in higher education.

Chair noted to B Foday that he believed notes of the meeting would be taken and would then be made public.

## **713 Matters Arising**

T Killeen acknowledged that it had been the first week of the new communications structure but he reported all the SOC documents had not been posted Tuesday. He believed that if material were not

posted in time it negated the purpose of using Facebook.  
Chair noted A Forsyth's point that, if decisions on communications were taken, Officers who were unable to attend the meeting must be informed.

**Action**

**714 Student Officer Action Plan Update**

Chair noted he had received no updates but had made some himself on Officers' behalf.

B Brown asked that research into plastic cups' provision should be added after checking with the Finance Officer. J Taylor asked for paper recycling bins for the Grad Bar to be added to Go Green. B Brown reported he had met with the University's Environment Manager who had informed him that 33% of the University's energy supplies were still bought from the Grid on the EDF Green Tariff. B Brown asked that lobbying the University to switch to a greener tariff be added to the plan.

**Action**

**715 Items for Tweeting and Items for Videoing**

R Laverick – Pride general meeting

R Rawle – Move Your Money

B Brown – the VC's signing of the Green Education Declaration

**Action**

**716 What We Have Been Doing Diaries**

Chair noted to R Rawle that on Go Global he had met with the Student Advisory Team and that the consensus had been this would be trialled this year as an all year round celebration rather than a week-long event.

**717 GOATing Topics**

Chair noted that the past week's theme had been elections and democracy and that the next week's suggested topic would be student finance.

Chair noted to J Taylor that the feedback from members had been good, with nearly all of 70 students spoken to having indicated they would be voting in this year's elections.

Chair noted students had also been informed about HEAR, the Higher Education Achievement Record. He noted that very few students had heard about this as it was only on page 40 of the Student Handbook. He further noted that, at the HUM LTQC, the Teaching Directors had not known about HEAR's implementation, except for one who had read about it in Concrete.

J Taylor wondered whether students would be able to opt out of HEAR.

Chair noted that they would not. He further noted that students had thanked Officers for the information on HEAR.

SOC agreed to student finance as the next week's topic.

**718 NUS Living Wage Masterclass**

J Levell apologised for not making an earlier request for R Rawle to attend this event. He noted that the event was free and R Rawle would be travelling home by Megabus, so the cost would be minimal. Chair noted that this opportunity should be available to the wider membership.

SOC agreed to fund the request and advertise at Council the opportunity for two other UUEAS members to attend.

**Action**

#### **719 Campaign Sub-Committee Updates**

S Clark briefed Officers on the publicity campaign for the NUS National Demo; he asked for Officers' input and approval of a funding request of a maximum of £365 for five large posters in the Hive, 10 posters for the Street and 3,000 A7 flyers.

S Clark noted that the headline slogan would be "No More Lies" and feature the history of the lies told by politicians to students since 2004. SOC agreed to the verbal funding request for £365 for publicity material.

**Action**

R Laverick wondered whether UUEAS would be sending three coaches to the demo again, this year.

Chair noted this would have to be formally approved.

In discussion, Officers agreed that this would be one of the most important campaigning events.

J Taylor and R Laverick both agreed that, although this was the most important campaign event it would be unwise to devote the whole campaign budget to it.

J Bowker noted that he was looking into coordinating coaches with NUCA and City College.

SOC agreed to discuss the logistics of coaches to the NUS Demo as an agenda item at the next meeting.

**Action**

There were no more reports from Sub-Committees.

#### **720 Budget and Spending Update**

J Levell believed the current reporting format to be confusing and noted he would ask the Finance Manager to produce a Traffic Light Format which would, at R Laverick's request, include Liberations Campaigns. R Rawle requested it should have last year's figures as comparators. J Levell asked Officers to post comments on the format which he would pass on to the Finance Manager.

**Action**

J Taylor asked why the cost of the NUS Affiliation had risen by so much. Chair noted the formula for the affiliation fee calculation was on the Facebook page.

Chair explained to B Brown the financial benefits of NUS Affiliation through membership of NUSSL, the wholesale purchasing arm.

**721 Management Committee Minutes**

SOC received the minutes from the 10 September and 24 September meetings without comment.

**722 Items to note on the Union Council Agenda**

Officers reviewed the agenda and order of business.

R Laverick noted he would be proposing Stephen Fry for Honorary Life Membership of UUEAS.

J Levell noted to J Taylor that after expert advice had been taken by FTOs and UUEAS staff, it had been realised that UUEAS Societies were constitutionally able, indeed could be supported, in raising money for charities.

**723 Any Other Business**

B Foday noted the African-Caribbean Society had sent her a programme of talks and screening for Black History Month which they would like support from UUEAS to stage and publicize.

Chair noted there would be no problem in terms of publicizing but that for staging there would need to be a funding request.

SOC agreed to support with publicity and await a funding request.

B Foday noted she would post the proposed events on Facebook

**Action**

J Levell reported on the coming social event involving a meal and laser tagging and a charity initiative for November where Officers and staff were being encouraged, in a possibly aesthetically ill advised attempt, to grow moustaches.

Chair reported that he had met with the Islamic Society who had requested that during Charity Week they would like to have collection boxes for Islamic Relief in the Hive, bars and shops.

R Laverick believed that this might open the floodgates to religious fundraising in Union House and might go against an earlier SOC decision.

SOC noted that there already some collection boxes in the UFO and that the Chair would ask the commercial services managers what criteria were used for approval of the placing of charity boxes.

**Action**

J Taylor reported that the University's request for an extension of planning permission for the Islamic Centre was still under consideration by Norwich City Council.

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

The next meeting will be at 5 pm on Thursday, 25 October.