

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

10 January 2013

Summary

Key Discussions

- Budget Reporting
- Organisation of PTO Training
- Reaction of students to RBS boycott
- Format of SOC meetings
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Key Actions

- Membership Services Manager to consult with PTOs who are MED students before arrangements are made for Officer Training
- Clarification article in Concrete and Q&A session on RBS boycott to be organized

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Voting Members present:

Jess Lewis (Non-Portfolio Officer), Eliot Fallows (Non Portfolio Officer), Sam Clark (Community and Student Rights Officer), Joe Levell (Finance Officer), , Josh Bowker (Academic Officer), Kim Jenkins (Students with Disabilities Officer), Tess Gilder-Smith (Women's Officer), John Taylor (Post Graduate Officer), Astrid Heidemann Simonson (International Officer), Benjamin Brown (Environment Officer), Bintu Foday (Non-Portfolio Officer), Trevor Killeen (Mature Students Officer), Richard Laverick (LGBT Officer),

Non-Voting Member present:

D Bowden (Chief Executive).

Chair

Matthew Myles (Communications Officer).

In attendance:

Tony Moore (Representation Support Worker), Lesley Hanner (Finance Services Manager).

Apologies

Rosie Rawle (Ethical Issues Officer), Abbi Forsyth (Non Portfolio Officer), Hussam Hussein (Ethnic Minorities Officer).

Chair welcomed members back from the winter break and wished everyone a happy New Year.

823 Budget and Spending Update

L Hanner, Finance Manager, made an explanatory presentation for Officers on how to interpret the figures in the Update. She noted that she would highlight one change in that the Stationary Item now included the cost of printing Union Council agendas. SOC noted the significant cost of this item.

SOC agreed to Chair's suggestion that, in future, the Finance Manager would provide just the back page of the present format and

would include a note on any 'big ticket' item.

Action

R Laverick asked as to the £1,000 charged for Welcome Week. L Hanner noted that this was for the musical entertainment in the Street that the FTOs had asked for.

824 Minutes of the meeting held on 13 December

D Bowden noted that F Poole had been erroneously described as "Commercial" rather than "Retail Services Manager" With this change the minutes of the 13 December meeting were agreed.

825 Action Log

Chair noted the completed actions.

R Laverick noted that he was colour blind and asked as to the possibility of an alternative to the traffic light colour presentation for the Log.

Chair noted that this would be changed to a greyscale scheme.

Action

J Levell reported there had been no action as regard to the Safe Room.

J Bowker noted that, on Attendance Monitoring, there seemed to be some confusion within the University as to the policy and he was unsure whether a sub-committee would be needed.

R Laverick believed that policy implementation should be driven by a sub-committee. J Bowker noted he would report back on this question.

J Taylor noted that his Officer email address was not yet on the website.

Chair noted the PTOs would be meeting with Neil Ward, the new PVC Academic. There was a short debate as to whether this would be the incoming PTOs or the current Officers.

SOC agreed that both existing and incoming Officers would be invited.

Action

J Levell reported, as to the Joint Lobby, he would be meeting with the President of City College, the next day.

Chair noted that the non-consumerist Christmas item had, inadvertently, not been blogged.

On Charity Collections, Chair noted that the revised form would be dependent on the timing of the restructuring of Reception and that he would be liaising with the Student Activities Manager on this item. SOC discussed in a confidential session the constitutional position of one of its members and agreed that this would be addressed in the forthcoming Constitutional review.

Action

D Bowden advised that, on the Colney Lane upgrading and gender neutral facilities, on outside firm was, currently, undertaking a feasibility study and he would update SOC on its outcome.

J Levell updated SOC on progress as to the Activities Hub. He noted that the new administrator, Katy Daly, was now in post and that Ellana Allen would be continuing her work until the appointment of the new

Enterprise and Activities Coordinator.

Chair noted that prospective Officers would be notified about training in the upcoming Nominations Workshops. He noted that PTO Training would take place immediately after Easter in response to the current PTOs' feedback.

J Taylor noted how useful the earlier presentation from the Finance Manager and wondered whether this could be part of the initial PTO Training.

Chair noted that there had been some form of financial training offered to PTOs but he agreed that it would be useful to have this as a presentation to a meeting of SOC.

Action

T Killen noted, as a MED student, that it would be useful if PTOs were consulted as to their availability before training dates were offered. Chair suggested that T Killeen and A Forsyth, as PTOs who were MED students, should consult with the Membership Services Manager as to the timetable of MED students with regard to PTO Training.

Action

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826 Matters Arising

There were none.

827 Student Officer Action Plan Update

R Laverick – the upcoming LGBT History Month
B Brown – Go Green Week

828 Items for Tweeting and Items for Videoing

J Levell believed that there was an urgent need to clarify to members the reasons for the RBS policy and what it contained: he reported that even members of the student media had asked him as to a link between the NatWest branch on campus closing and the policy. He thought this could be done via the blog.

B Brown believed there was an urgent need to highlight why the policy specifically targeted RBS.

SOC agreed that S Clark and B Brown would jointly write a clarification article for Concrete.

T Gilder-Smith believed that it should be emphasised that this was not the 'evil' Union acting against the members.

J Lewis believed it should be emphasised that the FTOs were implementing policy passed by the members through their representatives in Union Council.

A Simonson believed that any response should take into account students' frustration about the lack of information about the consequences of the policy. She thought that a staff member might prepare a briefing on the effect on members each time a policy was before Council so that members could make a more informed choice.

T Gilder-Smith believed it would be beneficial to run a Q&A on the matter.

D Bowden advised there was a clear need for a statement as to what the policy actually prohibited.

J Taylor believed the question was as to whether UUEAS was prepared

to dilute its principles or adhere to the boycott with the sacrifices that it entailed.

Chair noted that this question would involve further discussion which would have to, because of the time it would take, be pursued outside the meeting.

SOC agreed that a clarification article be placed in Concrete and a Q&A session be organised for after the matter had been debated at Council on 24 January.

Action

Food Coop to be tweeted – B Brown

829 What We Have Been Doing Diaries

Chair noted that these had not been completed, except by J Bowker, and they would be completed and posted the following day.

830 GOATing Topics

SOC agreed this would be for Elections' Nominations.

Action

Chair noted the importance of the UUEAS Annual Survey the data which would help to formulate the next Strategic Plan.

SOC agreed that this would be the topic for the subsequent GOATing and that Chair would prepare a briefing.

831 SOC re-invented

Chair noted that SOC's format might be stilted and frustrating for Officers and he asked Officers to note down 5 things they liked about SOC, 5 things they did not like and 5 things they would like to get out of SOC. He noted he would collate the results and post them on the Facebook page.

Action

832 Policy Party

Chair noted that he and S Clark had been working on producing a digest of UUEAS policies to make them more accessible to Officers, Councillors and members. The digest would highlight policies that might be streamlined. He noted that an action log for policies would also be produced that would differentiate the required short term and long term actions to be taken. He noted the Policy Party would explore the above ideas and, for the first time in nine years, debate the fundamental beliefs underpinning policy. He noted the Party would take place, immediately after the next SOC meeting.

Action

833 Campaign Sub-Committees

R Laverick reported that the LGBT+ Campaign had received the £500 grant that they had applied for to fund the Campaign Newsletter; they would be, therefore, be able to return £500 to the Campaigns Budget.

R Laverick reported that last year UUEAS had sent 4 delegates to NUS Conference. He noted that NUS had reserved quotas for different

sections of the LGBT membership. He noted that if the 4 elected members did match the section quotas, he might be making an extra funding request to send one of the delegates as an observer. T Gilder-Smith noted that this might be the case for the Women's Conference, as well.

834 Any Other Business

J Taylor reported that he had been in discussions with the University over representation of PG students. He noted he would be preparing a funding bid from the GSA for the University for a part-time post to support PG representation.

J Taylor, in reference to the earlier financial presentation, believed that SOC should look into an alternative to spending £1,200 per meeting of Council on printing agendas. SOC agreed to discuss this at its next meeting.

Action

J Levell noted he would be organising another SOC Social. He apologised that he would miss the next SOC as he would be at an NUS event in Manchester.

835 Time, Date and Place of Next Meeting

5 pm, Thursday 17 January in the Board Room.