

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

17 January 2013

Summary

Key Discussions

- Union Council Printing Costs
- Budget Reporting

Key Actions

- Funding for four delegates and one staff member to attend NUS Course Reps Conference agreed
- Chair of Council to be asked that print agendas for Council would only be available, in future, on demand
- Budget reporting only to include money over which SOC has direct control

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Voting Members present:

Jess Lewis (Non-Portfolio Officer), Eliot Fallows (Non Portfolio 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), Rosie Rawle (Ethical Issues Officer), Abbi Forsyth (Non Portfolio Officer), Hussam Hussein (Ethnic Minorities Officer).

Chair

Matthew Myles (Communications Officer).

In attendance:

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

Apologies

Joe Levell (Finance Officer), Josh Bowker (Academic Officer), D Bowden (Chief Executive), Sam Clark (Community and Student Rights Officer).

To Note: from the Chair, the following briefing on the change to the structure of SOC minutes.

Comments from the Chair on the minutes:

We have a fantastic, passionate and active part-time officer team this year, but we have had a lot of feedback about the way that Student Officer Committee is run, with the general feeling that the experience is more frustrating than inspiring. As Chair of the committee, I wanted to react to this feedback by restructuring the meeting to make it more exciting and empowering, which means that there's more opportunity for open, unplanned discussion, and activity sharing. This has resulted in a change to the way that minutes are taken.

The intention isn't to reduce accountability, but increase it whilst allowing for a more exciting meeting. So, for the Student Officer Action Plan, 'What Have We Been Doing' Diaries and the Student Officer Committee Report, the 'Activity Sharing' section of the agenda will allow for more detailed reporting on officer activity. See the SOC Report for the next Council for an example of this reporting. This type of report, 'officer diaries', will be available every week on ueastudent.com under student officer committee documents. Suggested topics for GOATing (going out and talking) for the term are available on ueastudent.com, and details of what officers actually GOATed about will be in the officer diaries.

So now, to hold SOC to account, Councillors will have the Student Officer Action Plan, minutes of discussions and officer diaries to browse. This all comes from the 'Activity Sharing' section in the agenda. If any Councillors believe this process of reporting to be insufficient, please contact me at union.communications@uea.ac.uk.

837 Minutes of the meeting held on 17 January

R Laverick noted that he had been credited with a Black History Month organisation: this should, in fact, refer to 'LGBT+ History Month'. With this change, the minutes were agreed.

838 Action Log

Chair noted the completed actions and noted that some items would not be updated because of the absence of the FTOs.
B Brown noted that he would be responding to Concrete concerning the RBS boycott.

839 Matters Arising

There were none.

840 NUS Course Rep Conference

Chair, noted, in the absence of J Bowker, that the proposal would help reps to learn about issues across the sector and aid in the development of their representation skills.
SOC agreed the request of up to £300 dependent on the cost of fuel which the Committee believed would actually be less than the estimate in the request.

Action

841 Union Council Agenda Printing Costs

Chair noted that there had been an error in the printing costs given to SOC and that the figure was around £360 not £3,600.
He noted, however, that this was still a lot of money to spend on printing when many Councillors were happy to view the agenda electronically.
R Rawle noted it would be important to underline to Councillors where the minutes of Council might be found.
SOC agreed to suggest to the Chair of Council to indicate that, in future, to act within the spirit of UUEAS' environmental policies, printed agendas would be available only on request but print copies of the

agenda index and of all the resolutions would be circulated at the meeting.

Action

842 Left in the Pot (formerly Budget and Spending Update)

Chair noted that this item should be moved to the top of the agenda to ensure Officers had the information before approving funding requests.

Chair noted that there was around £4,300 remaining to spend on training and attendance at conferences and £4,300 for campaigns.

Chair noted he would ask the Finance Manager to just send the figures for the parts of the budget over which SOC had control; as a lot of the figures were from the overall Representation Budget over which SOC had no say.

Chair noted he had asked for some explanatory text about what had been spent and upcoming items of expenditures.

R Laverick asked that the LGBT+ budget should be displayed.

T Killeen asked that some of the figures, including those as to Uniforms, be re-checked.

Chair noted he would ask for this to be done.

Action

843 Management Committee Minutes

SOC received the minutes of the meeting of 17 December.

R Laverick asked what Management's response had been to the complaints from members.

Chair noted the first complainant had not, as yet, taken up the offer of a meeting to discuss the complaint. He noted that the complainant had felt it was discriminatory for UUEAS to only allow members from a certain demographic to self-define, run and vote in Equal Opportunities Elections and the complaint had focused on the Ethnic Minorities election.

R Laverick noted that a staffing issue had been fully reported in the minutes and that this should have been redacted from the published minutes.

Chair noted he would look into the matter.

Action

844 Any Other Business

There were no substantive decisions made

845 Time, Date and Place of Next Meeting

5 pm, Thursday 24 January in the Board Room.