

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

31 January 2013

Summary

Key Discussions

- Officers' Handover
- Funding to conferences organized by affiliated organisations

Key Actions

- Agreed extra £50 funding for transport to NUS Course Reps Conference
- Agreed Officers' Social Media Policy
- Agreed funding request, but capped at £140, for attendance at Stop the War Conference
- Approved £35 funding request for refreshments at Meet Your Officer event

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Minutes of the Student Officer Committee

31 January 2013

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

Non-Voting Member present:

D Bowden (Chief Executive).

Chair

Matthew Myles (Communications Officer).

In attendance:

Tony Moore (Representation Support Worker).

846 Minutes of the meeting held on 24 January

The minutes were agreed. D Bowden confirmed that the request from a bank, Santander, for a stall in the Hive had been refused.

847 Action Log

Chair noted the completed actions.

SOC noted that all the Officers' emails and photos were now on the website. However, they expressed concern over the accessibility of this part of the website.

Action

SOC agreed that, although this would require booking a large room, both outgoing and incoming PTOs would be invited to meet the new PVC Academic.

Action

On Charity Collections, Chair noted that organisation of the approval process should wait until the restructuring of Reception had bedded

down.

On the Q&A on the RBS boycott, he noted this would be part of the open discussion.

T Killeen noted he had posted the document on the Training Timeline and Officers' Handbook on Facebook and asked Officers to post suggestions.

J Levell noted the value of staff meeting Officers during residential training and noted that it might be harder for staff to attend on Saturdays.

J Taylor thought that PTOs should have in place a briefing for their successors on what long term actions they would need to undertake and also the details of campaigns. T Killeen noted a dual approach to the handover with the Handbook and an on-going timeline for future actions. J Taylor and A Simonson will liaise with T Killen on details of training and handover.

Action

On Left in the Pot, Officers noted that only the LGBT+ Campaign budget had been separately itemised.

Chair noted Management Committee had discussed the idea of a policy for repeat offenders behaving inappropriate at LCR nights. S Clark and D Bowden to discuss with N Rayns.

Action

856 Matters Arising

R Laverick asked that, in future, at SOC meetings if an Officer who was trans* were elected, members should state their pronouns during the introductions.

Action

J Bowker reported that there had been no UUEAS minibus available for the NUS Course Reps Conference and, therefore he would need to request extra funding of £50 for car hire for transport to the event. SOC agreed that additional funding of £50.

Action

857 Left in the Pot

R Laverick noted that he had spent money for the campaign but did not believe it was the amount shown; he would clarify the figures with the Finance Manager.

858 Officer's Social Media Policy

Chair noted he had not received any suggestions from Officers as to any proposed changes to the policy; so he assumed SOC would be happy to adopt it.

He noted that the main thrust of the policy was that, if in doubt, Officers should add "and in my personal opinion" and remember their accountability.

SOC adopted the policy.

Action

859 Stop the War Conference

SOC noted the funding request from C Corkery on behalf of Stop the

War Society.

R Laverick wondered how widely the Conference would be advertised or whether invitations would just be made to Stop the War Society members.

Chair believed that the request should be treated as exceptional as this was a request to attend a conference of an affiliate organisation; he believed it to be comparable to attendance at an NUS conference.

R Laverick pointed out that UUEAS did not have an NUS Society but it did have a Stop the War Society.

J Levell suggested that the money might be found from the Societies' Grant Pot as the conference was not in the Stop the War Society's budget.

SOC noted the attendance at People and Planet conference as a possible precedence. R Rawle clarified that the People and Planet Conference had only been advertised to their members.

J Lewis noted she was President of Stop the War Society and that the request was urgent as the conference was due to take place before the next meeting of the Societies Committee. She further noted that Stop the War did not have 20 paid up members and so was not, technically a Society.

R Laverick stressed that, if the request were approved, the conference places should be advertised as widely as possible.

SOC agreed to the funding request from the Campaigns Budget for attendance of the conference capped at £140. J Lewis will organise the publicity.

Action

860 Meet Your Officer Funding Request

Chair noted that for the future: if a funding request had been made earlier through the SOC Facebook page, the documentation could be added to the SOC agenda documents at the next scheduled meeting to ensure accountability.

SOC agreed to the funding request of £35.

Action

861 Management Minutes of 14 January

SOC received the minutes without comment.

862 Any Other Business

Soc melodiously serenaded the Chair with a rendition of "Happy Birthday".

B Brown noted that, as part of Go Green Week, People and Planet and ART Soc would be running an art competition and asked that entries should be stored in the Student Officer Centre.

R Laverick reported that there were now 7 free events organised for LGBT History Month including film shows and a quiz.

T Gilder-Smith noted that the NUS Women's Conference would take place the day after the elections and wondered what the position would be in regard to her successor attending. Chair noted he would look into the dates of NUS conferences in relation to the elections and

come back with recommendations.

Action

863 Time, Date and Place of Next Meeting

5 pm, Thursday 7 February in the Student Officer Centre and the Board Room.