

Minutes:Union Council 1

Meeting attended by:	Ceewhy Ochoga, Adeyinka Adebayo, Rose Angelova, Cristy Outhwaite, Kobby Ofori, Otuekong Akpanobong, Chimene Okere, Jelili Mustapha, Doxi Rosa, Edem Ghanney	
Apologies:	None	
Absences:	None	
Date and time:	28/11/2016	
Secretary:	Luke Newton	
Agenda Topic :	Notes:	Actions:
Meeting guidance document	None	Document approved
Policy Approval process	None	Document approved
Trustee Board update	Ceewhy informed council that there had been two meetings of the trustee board this year so far. A new Chief executive had been recruited who would start post on the 5 th December	None
Motion: Make the University more sustainable and eco friendly	A student presented the idea and noted there were many issues Salford could act on relatively easily. There was discussion around what success for the policy would look like Any financial impact would be reviewed by the Trustee Board	Motion was approved
Motion: Free car parking from 1800pm Monday to Friday and weekend for students	A student presented the idea and stated that the current arrangements encouraged parking offsite which was dangerous due to poor lighting availability.	Motion was approved
Motion: Should NUS conduct and publish a risk assessment and equality impact assessment before finalising the NSS boycott/sabotage action?	The background to the motion was discussed and explained extensively to council members.	Item was passed- Salford will vote yes to the national ballot question. Yes: 20, No: 1
Motion: The teaching excellence framework	It was noted that as fees would be linked to the National Student Survey if students provided positive feedback for their course this could lead to increased fees for future students.	Motion was approved
Scrutiny Committee appointments	It was explained that as the executives were new this year it had not been possible for them to meet before Council so they were unable to provide nominees.	Part time officers to recruit a member of the scrutiny committee at their first meeting of the year

Union Executive budget allocations	It was noted that the proposed budgets passed were a starting point based on what is currently being spent and that Council could amend this at future meetings	Budgets were approved
Next meeting dates	The next meeting will be 3 rd March and the 3 rd May 2017	The dates were noted

APPENDIX: Passed Policy

The Teaching Excellence Framework

Background:

The Teaching Excellence Framework – or TEF is a new system introduced by the government to measure ‘teaching excellence’. ‘Teaching excellence’ will be measured using student survey results, dropout rates and graduate outcomes and earnings which don’t take into account a student’s personal situation, wealth, access needs and the race and gender pay gap.

Universities will be given a rating of bronze, silver or gold according to how well they score in the TEF. How well a university scores will affect how much they can charge in tuition fees. The higher they score, the more they can increase their fees.

Taking part in the TEF is optional and so are the fee increases. But so far the University of Salford has indicated that they will be increasing fees if they can.

We think that excellent teaching is more than just statistics

Actions:

1. We will engage students in discussions about the TEF and ask them what they think excellent teaching is. After gathering student feedback we will present our findings to the University.
2. We will demand that the University do not take part in the TEF.
3. We will demand that the University do not raise tuition fees.

Free car parking from 1800pm Monday to Friday and weekend for students

The majority of Salford University students prefer to stay after lectures, revising in the library until the midnight. Some of these students work only part-time and some of them do not have a job. Therefore the students do not have enough money to pay for their life expenses, fuel, insurances and also for parking inside their University. We've all paid our dues in form of tuition fees and I believe we deserve a little concession from the University. Parking outside the University is unsafe for students especially ladies, I hereby call on the University to:

1. Make car parking free from 6.00pm Monday to Friday and weekend for students
2. Make car parking signposts more visible for students.

Make the university more sustainable and eco friendly

We are lucky to have a wide number of venues that serve food around the uni. However, it seems like we are committing a huge amount of waste each day to landfill. The UK generated 200.0 million tonnes of total waste in 2012. This figure is rising year on year.

However, this could be different if we implemented a few small changes:

1. Don't offer pizza boxes for people eating in at the SU. A plate is fine for those eating in.
2. Provide mugs for drinks in the cafes across campus, instead of the thousands of paper cups that we are throwing away each day.
3. Introduce a 25p reduction in price for hot drinks for those people that bring in reusable/keep cups. It is a strategy implemented in many venues across the UK so why not in our uni?

Surely we should be educating students to be thoughtful, responsible world citizens. How can encouraging a throw away society be helping to make the world a better place?

In fact the NUS has a sustainability section, sadly, we are falling far behind our counterparts across the country.

For more info please see the links below:

Mision and vision of NUS sustanability: <http://sustainability.nus.org.uk/about/vision-and-mission>

What is my union doing? NUS sustanability: <http://sustainability.nus.org.uk/about/what-s-my-union-doing>

How green impact began with pizza: <http://sustainability.nus.org.uk/green-impact/articles/a-slice-of-history-how-green-impact-began-with-pizza>

Union Council Budget 16/17

Executive	amount
Sports and Activities	£34,500
Community and wellbeing	£1,000
Liberations	£1,000
Academic	£1,000
International	£1,000
Union	£5,000
Total	£43,500

Guidance Document

Implementing student ideas

1. Policy proposals can be submitted by students online in accordance with the Bye-Law on policy
2. Ideas should usually be approved within 5 working days of submission
3. Ideas submitted should adhere to the following principles:
 - a. Not make any proposal which would be unlawful
 - b. Must not contain profanities
 - c. Must be submitted in easily understandable language
4. If an idea is submitted that does not meet these principles or which may be harmful on the basis of its concept or wording staff will suggest either an alternate wording or ask the submitter to rephrase the idea
5. Ideas which could be considered to be harmful includes those that:
 - a. Incite violence
 - b. Make threats or encourage harassment and bullying of individuals or a specific group
 - c. Are in breach of the unions zero tolerance to sexual harassment policy
 - d. Name specific individual students (except where this is a no confidence motion)
 - e. Make reference to Union staff members
6. Once an idea is approved it will be available for students to vote on online for 21 days.
7. Only ideas which will have completed the full 21 day period by the time of the next Union Council meeting will be submitted for discussion
8. This guidance document may be amended by a simple majority of Union Council.

Guidance Document

Union Meetings

- This guidance document applies to meetings of Union Council
- The **Union Council** shall meet at least **three** times a semester

- A full schedule of meeting dates for the academic year shall be approved at the first meeting of the year and made available online.
- Additional meetings of Union Council may be called by 5 members, at least 7 days' notice of any additional meeting must be given.
- Agenda items should be submitted **10** days before the meeting with papers distributed 7 days before the meeting.
- Amendments may be submitted up to **3** days before the meeting.
- Any proposed amendments should be circulated to all members and, where possible, be made available online.
- The meeting shall have a secretary who will be a member of Union staff.
- Minutes of the meeting shall be circulated 7 days after the meeting and made available online.
- The standard agenda should usually cover:
 - Apologies and absences
 - Minutes of the last meeting
 - Financial proposals
 - Policy proposals
 - Questions to elected officers

Conduct

- All persons present at a meeting shall behave in accordance with the Union's Constitution, Bye-Laws and relevant policies.
- All persons present at a meeting shall in particular:
 - Refrain from using offensive language or swearing, or from making personal comments about any person present;
 - Not harass, bully, threaten, or intimidate any person, nor heckle or shout at any person present;
 - Ensure that meetings remain a safe space for all participants.
 - When speaking, all persons must confine their remarks to the topic under discussion.
 - No person shall speak without the recognition of the Chair.
 - The remarks of speakers must be directed to the Chair.
 - No matter concerning the employment or performance of any individual staff member of the Union may be discussed at a meeting of the Senate.

Disciplinary powers of the Chair with regards to conduct

- If the conduct of any person does not fulfil these standards, they may be refused recognition for any period or the remainder of the meeting. In the most serious of cases or if they continue to breach these rules the Chair may require a person to leave the meeting.
- In extreme circumstances of disorder, the Chair may suspend the meeting for a period of time or abandon the meeting altogether.
- At the discretion of the Chair, entry to a meeting may be restricted to only students with a valid student card and Union Staff members.
- When faced with any procedural request, point of order or other matter requiring a judgement, the Chair will immediately make a ruling as to the appropriate course of action. There shall be no discussion from those present on the subject of the decision.

- The decision of the Chair will not be a subject for debate except if challenged by a relevant procedural motion.
- No meeting shall last longer than 2 hours (exclusive of breaks) unless extended by those present
- The Chair may decide at any time to take breaks in meetings.
- A procedural motion is a democratic request made during a meeting to alter the procedure of that meeting.
- There shall be the following procedural motions relating to the Chair:
 - No confidence in the Chair, which if passed shall remove the Chair (or Acting Chair) from their position for the remainder of the meeting;
 - Overturn a ruling of the Chair, which if passed shall overturn the relevant ruling of the Chair
- The speech against any procedural motion relating to the Chair shall be taken by the Chair, and the debate on any procedural motions relating to the Chair shall be chaired by the meeting Secretary.
- Procedural motions relating to the Chair shall require a 2/3 majority to pass.

Business Calendar: Union Council	
Meeting 1 (November)	Updates on financial expenditures Approve schedule of meetings and guidance document Scrutiny committee appointments
Meeting 2 (Feb/March)	Recommendations on budgetary allocations to be made to Trustee Board NUS National Conference Policy Scrutiny panel reports
Meeting 3 (April/May)	Confirmation of Budgetary allocation and allocation to executives subject to TB sign off. Proposed Bye-law changes for next year Scrutiny Panel reports