



ACADEMIC REPRESENTATIVE COUNCIL MINUTES

Thursday, 1st November 2018, 18:00 – 19:00
Luton, A004

1. WELCOME AND APOLOGIES

Membership in attendance:

Jay Ederson – Co-Chair
10 Academic Representatives (When voting)
Vice President Education

Staff in attendance (acting as advisors):

Academic Representation Coordinator
Student Opportunities Manager

2. ACCEPTING THE AGENDA/DECLARATIONS OF INTEREST

The meeting was opened by establishing whether there was a quorate level. The quorum at opening was 17 Academic Representatives and therefore the Academic Representative Council was able to continue with voting options. The Chair offered up a welcome to all reps present and asked them to introduce themselves. The option to discuss the agenda was proposed with the option of adding further points. There were no additional points raised for the agenda and therefore it passed. There were no declarations of interest.



3. MINUTES FROM THE PREVIOUS MEETING

The minutes from the previous meeting had been circulated as a digital copy before the Academic Representative Council took place. The minutes from the previous meeting were accepted. It was noted that not all of the Academic Representatives found them easily, in future they will be sent out further ahead of time.

4. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

A student raised a health and safety issue in G101 which has a latch lose on the stairs. Beds SU staff will raise this moving forwards.

An Academic Representative raised the issue of disrupted lectures that are disrupted through the actions of other students. Beds SU staff recommended that they speak to lecturers or a course coordinator within their course.

5. REPORTS FROM THE COUNCIL CHAIR

The Academic Representative Council chair gave a verbal update on how running for the position last year gave him new opportunities, and can be used to enhance the experience of Academic Representatives at University of Bedfordshire. The chair also raised the proposal that there be a chair and vice-chair for the year ahead, this was backed by another Academic Representative and went to a vote. **This vote passed with 16 for, 0 against and 1 abstention.**

6. REPORTS FROM VP EDUCATION

The VP Education delivered a verbal report based around his priorities for the year ahead and what has been achieved so far. Academic Representatives asked for some clarification around the Feedback Charter proposed, this was explained in further detail. Reps also raised the issue of hosting



Academic Rep Councils in the evenings is an issue. This was later overturned by the Academic Rep Council.

Academic Representatives asked why the training priority was set at 50%, the response was that training is a critical part of the role and that training dates would be published in advance to ensure reps can attend.

Action: Beds SU will publish a full list of training dates on the website.

7. ACADEMIC REP COUNCIL CHAIR ELECTIONS

Following the proposal earlier in the council, it was agreed that there would be separate elections for the chair and vice-chair roles. The breakdowns for these elections are below:

The number of votes in the election for chair were distributed as follows:

13 for candidate 1

0 for candidate 2

0 for candidate 3

1 for candidate 4

Jay Emerson was duly elected as chair for another year.

The number of votes in the election for vice-chair were distributed as follows:

2 for candidate 1

1 for candidate 2

14 for candidate 3

Norma Mutambirwa was duly elected as the vice-chair.

8. ANY OTHER BUSINESS

There was no other business.



9. DATE AND TIME OF NEXT MEETING

Due to the hosting of the Extraordinary General Meeting, something that Academic Representatives were keen to attend, it was decided that the chair would liaise with Beds SU following the council to set a date and time for the next council.