



# Minutes Book 2008-09

- *Student Representative Council*
- *Executive Committee*
- *Association General Meeting*

# Association Meeting Minutes 2008-09

## 1. Student Representative Council

<i>1<sup>st</sup> Statutory Meeting</i>	-	2
<i>2<sup>nd</sup> Statutory Meeting</i>	-	11
<i>3<sup>rd</sup> Statutory Meeting</i>	-	23
<i>4<sup>th</sup> Statutory Meeting</i>	-	33
<i>5<sup>th</sup> Statutory Meeting</i>	-	43
<i>6<sup>th</sup> Statutory Meeting</i>	-	52
<i>7<sup>th</sup> Statutory Meeting</i>	-	61
<i>Emergency Meeting</i>	-	76

## 2. Executive Committee

<i>Meeting 1</i>	-	80	<i>Meeting 13</i>	-	144
<i>Meeting 2</i>	-	85	<i>Meeting 14</i>	-	149
<i>Meeting 3</i>	-	92	<i>Meeting 15</i>	-	154
<i>Meeting 4</i>	-	98	<i>Meeting 16</i>	-	160
<i>Meeting 5</i>	-	104	<i>Meeting 17</i>	-	166
<i>Meeting 6</i>	-	109	<i>Meeting 18</i>	-	171
<i>Meeting 7</i>	-	114	<i>Meeting 19</i>	-	176
<i>Meeting 8</i>	-	119	<i>Meeting 20</i>	-	180
<i>Meeting 9</i>	-	125	<i>Meeting 21</i>	-	181
<i>Meeting 10</i>	-	130	<i>Meeting 22</i>	-	183
<i>Meeting 11</i>	-	136	<i>Meeting 23</i>	-	186
<i>Meeting 12</i>	-	143			

## 3. Association General Meetings

<i>Association General Meeting</i>	-	190
<i>Extraordinary General Meeting</i>	-	204

**MINUTES OF 1<sup>ST</sup> MEETING OF THE STUDENT REPRESENTATIVE COUNCIL  
6PM, MONDAY 27 OCTOBER 2008  
Debates Chamber, Level 6, the Union, John Anderson campus**

---

**PRESENT:** Neil Campbell, Nicole McCaffery, Benedict Docherty, Philip Wilson, Campbell Steel, Claire-Marie Loudon, Craig McAuley, David McDonald, Leigh-Ann Fyfe, Efehi Ubebe, Chris Majury, Gillian Currah, Philip Whyte, Yee Shin, Amanda Hamilton, Brian Petrie, Martin Harvey, Audrey Whiteside, Emma Williamson, Miriam Rose, Hayley Brown, Oluseyi Eweoya, Daniel McGregor, Mihail Catalin Calinescu, Kieran Gillespie, Ross Callum, Brendan Gill, Madeleine Farrand, Christopher Elsdon, Lynsey Duff, Robert Harris, Thomas Fraser, Robin Alexander MacDonald, Thomas Young, Adam Frew, Nicola Martin, Kelley Temple, Amy Elisabeth Davies, Emma Louise Gillan, Stuart Keith, Iain Pullar, Lorna McWilliams, Ruth Willis, Ross Bryson, Adam Wagner, Jan Michael Doherty, Stephanie Adelle Taylor, Michael Iain Douglas, Victoria Shanks, Fiona Bathgate, Will Cameron, Claire Docherty, Ralph Kirkwood, Alistair Gilfillan

**APOLOGIES:** Richard Kennedy, Claire McCallum, Aimee Cuthbert, Lindsay Cochrane, Claire Davies, Heather Scrimgeour, Sarah Peachey, Mibeen Sheikh, Longguang Li

**LEAVING EARLY:** Martin Law, Laura Fraser, Brendan Gill, Anna Fairley, Nazia Iqbal, Andrew Marshall

**UNION CHAIR:** Martin Harvey

**IN ATTENDANCE:** Al Wilson, Ian McCartney, Audrey Murray – Chair's Aids and Minute-Taker

---

**SRC0809/1.1 ROLL CALL**

Everyone was welcomed to the meeting of the Student Representative Council by the Union Chair.

**SRC0809/1.2 MINUTES of the LAST STATUTORY MEETING & BUSINESS ARISING THEREFROM**

Following an SRC mandate, VPOCS held a Computer and Telephony Audit, the findings of which clarified the need for phones and computers to be updated and replaced. After discussion with IT, it was proposed to lease equipment, as HP rental was expensive. It was suggested that the Alumni Fund be used to cover these costs.

As there were no further matters arising from these Minutes, they were ratified by Council.

**SRC0809/1.3 MINUTES of the EXECUTIVE COMMITTEE MEETINGS & BUSINESS THEREFROM**

a) A question was asked concerning stair lift access to level 9 and 10. VPOCS compared similar problems for levels 5 and 7, but due to the narrow stairwells there was insufficient space to make a lift available. After various discussions with departments, it was proposed that if known in advance someone coming into the Union had access problems, a private space would be provided if need be. This was felt to be a disadvantage against disabled students, but VPOCS re-iterated that there was no other way to physically have a stair lift and extended his

- apologies.
- b) The President was questioned why the Endsleigh Shop space had not been used for Campaigns and Communications. He replied by stating that Endsleigh had informed the Union they were pulling out, and following discussions with Membership Services and Commercial Services for alternative usage, Membership Services proposed the space be used for Campaigns, whilst Commercial Services suggested a sandwich outlet. The Executive decided to use the space for a Sandwich shop. There was a caveat concerning the relevant Executive Minute stating that the foyer and noticeboards would be made available for Campaign usage.
  - c) A question arose about the Level 3 notice board advertising McDonalds. VPOCS said this had been an oversight with regard to the Rules and Regulations, but the poster had been taken down within 24 hours.
  - d) The question of an SRC card was raised. VPSD mentioned that a Loyalty card had been considered, but after discussion with IT, it had not been progressed. An SRC list would be made available at Reception listing members.
  - e) In the 5<sup>th</sup> Executive Minutes LCD screens in lifts were mentioned. Concern was expressed about possible vandalism. VPOCS hoped this would not be the case, but clarified that the cost of installing the LCDs was met by the University. The screens would be used for promoting events.
  - f) Also within the same Minutes, a question was raised about SRC Executive training, which VPOCS suggested speaking with one voice. Concern was raised that each member should have an individual say. The President stated that following lengthy discussion a unanimous decision was made that they sought to speak with one voice.
  - g) With regard to the Visible Executive and wearing of their uniforms if on Duty, the Deputy President responded that t-shirts and jumpers would be worn on campus. The issue had been discussed at the Executive and it was agreed that wearing uniform whilst on duty should be taken seriously. The President also stated that there would be a zero tolerance to any member of the Executive bringing the Association into disrepute.

Following the discussions these Minutes were ratified by Council.

**SRC0809/1.4 AMENDMENTS TO THE CONSTITUTION**

None proposed.

**SRC0809/1.5 CORRESPONDENCE AND BUSINESS ARISING THEREFROM**

NUS National Treasurer and Chair of NUSSL 2007/8 replied to a letter sent from the past President and former VPOCS, concerning the new beer deal and sale of the entire cider contract. He disagreed with the USSA view and stated there was consultation at numerous events over a two year period, 2005/2006, including an NUSSL event which took place at Strathclyde, but he did not receive any feedback about Tennents being de-listed. Whilst there is some disagreement and issues remain, the position has to be accepted, but there are plans over the course of the next few months to evaluate the service NUSSL provide which will be monitored by the current VPOCS, who is the new NUSSL Scotland Convenor.

## SRC0809/1.6 ELECTIONS

Elections for the outstanding vacancies in the various SRC Committees and Steering Groups took place. SRC members are encouraged to join at least one committee.

- a) Junior Office Bearers – Ratified
  - i. Halls Convenor Chris Majury
  - ii. Debates Convenor Philip Whyte
  - iii. Mature Student Convenor Chris Whitelaw
  - iv. Students With Disabilities (SWD) Convenor Audrey Whiteside
  - v. Events Convenor Emma Williamson
  - vi. Film & TV Group Convenor Richard Kennedy
  - vii. Race Relations Convenor Nazia Iqbal
- b) Council ratified all new members
- c) The Returning Officer confirmed the new Postgraduate Officer elected is Efehi Ubebe
- d) The Returning Officer notified SRC that the Academic Affairs by-election was to be held on 14 November
- e) The Returning Officer confirmed the new Environmental & Ethical Convenor to be elected unopposed is Miriam Rose

- f) i. Steering Committees Elections as ratified by Council:

Membership Services Committee

Emma Gillan  
Amy Davies  
Kieran Gillespie  
Fiona Bathgate  
Claire Docherty

Commercials Services Committee

Orr Leshem  
Will Cameron  
Kieran Gillespie  
Robert Harris  
Miriam Rose

Association Administrative Committee

Thomas Fraser  
No one stood for the other 4 vacant positions

Executive Committee

As elected

- ii. Supporting Committees as ratified by Council:

Audit

Ross Callum

No one stood for the other 2 vacant positions

Facilities

Claire Docherty  
Alistair Gilfillan  
Iain Pullar  
Emma Williamson

Finance

Ross Callum  
Jan Doherty  
Mihail Calinescu  
Chris Elsdon  
Victoria Shanks

Communications & Marketing

Robert Harris  
Stuart Keith  
Thomas Young  
No one stood for the other 2 vacant positions

Environmental & Ethical

Victoria Shanks  
Ross Callum  
No one stood for the other 3 vacant positions

Campaigns

Miriam Rose  
Laura Fraser  
Kelley Temple  
No one stood for the other 2 vacant positions

Education Policy

Stuart Keith  
Phillip Whyte  
Chris Elsdon  
No one stood for the other 2 vacant positions

Jordanhill

Laura Fraser  
Brenden Gill  
Maddy Farrand  
No one stood for the other 2 vacant positions

Postgraduate

Adam Wagner  
No one stood for the other 3 vacant positions

Advice & Support

No one stood for the 5 vacant positions

Equal Opportunities

Stuart Keith  
No one stood for the other 4 vacant positions

Democratic Services

Khor Yee Shin

Robin MacDonald  
Amy Davies  
No one stood for the other 2 vacant positions

iii. Action Groups as ratified by Council:

Women's Group

Emma Gillan  
Fiona Bathgate  
Kelley Temple  
Anna Fairlie  
No one stood for the other vacant position

The Returning Officer confirmed that the ASK Volunteer  
Convenor & Nightline Convenor would be elected at the next  
ASK meeting.

g) Student Experience Committee:

Nicole McCaffery  
Ross Bryson

Faculty Boards:

Business

Mihail Calinescu  
No one stood for the other vacant position

Education

No one stood for the 2 vacant positions

Engineering

Thomas Young  
Thomas Fraser

Science

Will Cameron  
Jan Doherty

Law, Arts & Social Services

Iain Pullar  
Alistair Gilfillan

iii) Arts Undergraduate Studies  
No one stood for the vacant position

LASS Faculty Teaching Group

No one stood for the vacant position

Engineering Faculty Academic Administration Committee

No one stood for the vacant position

Strathclyde Business School Academic Committee

No one stood for the 2 vacant positions

Strathclyde Business School Staff-Student Liaison Committee

No one stood for the 2 vacant positions

- h) The elected members representing NUS Scotland Council are:  
Neil Campbell  
Nicole McCaffery  
Kieran Gillespie  
Robert Harris  
Philip Whyte
- i) NUS Extraordinary Conference  
Following election, the delegates attending this meeting on 12 November in Wolverhampton are:  
Neil Campbell  
Nicole McCaffery  
Chris Majury  
Adam Frew  
Emma Louise Gillan  
Philip Whyte  
Martin Law  
Ralph Kirkwood  
Kelley Temple  
Audrey Whiteside  
Leigh-Ann Fyfe

**Chair's Note:** A 12<sup>th</sup> candidate stood for election, but had not registered therefore cannot be identified. As Bryan Simpson had expressed an interest in standing for election but was unable to attend SRC, the Returning Officer was satisfied to elect Bryan Simpson to NUS Extraordinary Conference.

**SRC0809/1.7 REPORTS**

- (i) **President:** Neil Campbell (additions and questions)
- Apologised for wrong date on report
  - Attended a meeting re merger of Maths and Statistics
  - Participated in SRC training
  - Had discussions with former AAO about national survey training, NUS external conference with Gurjit Singh and Holistics Review meeting with Anne Hughes
  - Report was requested by Council regarding the new building proposal. Potential cost approx £20 million, which University would meet. Discussions were ongoing.
  - Re Students' Union Evaluation Initiative: evaluation for the Union would take place in January
  - Welcomed Efehi Ubebe as the new Post Graduate Officer
- Report ratified by Council
- (ii) **Deputy President** (including Jordanhill hours): Nicole McCaffery (additions and questions)
- Last week's events mentioned in next SRC report
  - Provided general overview and Jordanhill hours
  - Council requested update re Discipline Committee – noted that Discipline Code was being followed as laid out in Constitution

- Missed second day of Train the Trainer absence due to illness
- Noted that Academic Affairs Officer not at same event as had resigned

Report ratified by Council

(iii) **Vice President Student Development:** Benedict Docherty (additions and questions)

- Dragons Den bids close 31 October
- Forthcoming events are: Union training day this Wednesday  
Get Involved on Thursday  
University Employability Committee Friday
- Noted discussion with Christian Union, no planned affiliation with Clubs as yet.

Report ratified by Council

(iv) **Vice President Support & Campaigns:** Martin Law (additions and questions)

- Attended meetings with Anne Hughes - Holistic Review and Ask for Volunteers
- Would ensure Report would follow standard template for next SRC
- Themed nights planned for International students– German & American
- Get Involved campaign taking place on Thursday
- Various Campaigns & Advice Committees including Ask & Nightline Training being organised

Report ratified by Council

(v) **Vice President Operational & Commercial Services:** Philip Wilson (additions and questions)

- Noted that time off over the summer was for Graduation in July and a holiday in August

Report ratified by Council

(vi) **Sports President:** Campbell Steel (additions and questions)

- Hosted Sports Captain Dinner and Quiz last week
- Council member suggested advertising Freshers' Inter-Varsity via Freshers' mailing

Report ratified by Council

(vii) **Convenor of Clubs & Societies:** Claire-Marie Loudon (additions and questions)

- Apologies given for using wrong template

Report ratified by Council

(viii) **Academic Affairs Officer**

Since the post is vacant, no report submitted

(ix) **Student Media & Marketing Officer:** Craig McAuley (additions and questions)

- Working with Communications regarding LCDs
- Fusion Radio Licences – 3 were needed, had been granted & invoiced for, Fusion to go live in three weeks

Report ratified by Council

(x) **Equal Opportunities Officer:** David McDonald (additions and questions)

Since no report submitted, EOO would incur an automatic censure as per SO.4.29 of the Constitution

- Meeting with Convenors re their remits
- Listed various events and issues involved in
- Question raised re EOO's role in supporting Liberation Groups – will be dealt with
- Help given to VPSD and VPSC

No ratification was given by Council.

(xi) **Jordanhill Officer:** Leigh-Ann Fyfe (additions and questions)

- Liaised with new Disability Convenor regarding awareness of Students
- Council commended Jordanhill Officer for her efforts
- Jordanhill events to be advertised in John Anderson Campus.

Report ratified by Council

(xii) **Postgraduate Officer:** Efehi Ubebe

Since this position was newly filled, a report would be submitted for next SRC

No Junior Office Bearers reports submitted

### **SRC 0809/1.8 EXECUTIVE EXPENSES**

The President confirmed that all expenses had been checked and were above board. In Period 1, VPSD had attended an NUS Training event which had been taken out of his personal budget instead of Executive. Period 2 costs were for Rebranding.

Since no questions were raised, this report was ratified by Council.

### **SRC 0809/1.9 SABBATICAL HOURS**

The President clarified that the hours submitted were fine. The Deputy President stated hers were wrong for Executive training.

A question was asked why 3 Sabbaticals were on leave on 8<sup>th</sup> and 9<sup>th</sup> September, leaving only half running the building.

The President mentioned that it was planned holidays, but a cheque signatory was available if needed. VPSC was also available if needed, although he was attending a course in an other building.  
Report ratified by Council

**SRC 0809/1.10 EXECUTIVE MEETINGS ATTENDED**

Nothing reported

**SRC 0809/1.11 MOTIONS LYING ON THE TABLE**

No motions submitted

**SRC 0809/1.12 NUS BUSINESS**

The President stated he would be in touch with delegates, with names available on-line and transport arrangements made.

**SRC 0809/1.13 A.O.C.B.**

3 Constitutions added as additional items.

a) International Students Group Proposed Constitution

The position of AAO, ex officio, was questioned, it was also suggested that the Postgraduate Officer be considered as a member of the Committee, ex officio. VPSD agreed to feedback these suggestions to the International Students Group as SRC cannot amend the Constitution, but can only ratify.

Proposed Constitution ratified by Council

b) Student Marketing Team Constitution

VPSD removed this item from the Agenda, as an updated version would be presented to SRC 2 for ratification.

c) Fusion Constitution

SMMO presented the proposed Fusion constitution since none existed previously.

Proposed Constitution ratified by Council.

d) A question was raised concerning the fact there was no committee available to allow the election of Womens Officer. The Deputy President assured the Council that this would be set up and an election would be held prior to the next SRC.

**SRC 0809/1.14**

Date of next meeting to be held on Monday 17<sup>th</sup> November 2008 in the Debates Chamber. Any motions or anonymous questions to be submitted to the Chair by 1700 on 7th November.  
Meeting closed at 7.45pm

**MINUTES OF 2nd MEETING OF THE STUDENT REPRESENTATIVE COUNCIL  
6PM, MONDAY 17 NOVEMBER 2008  
Debates Chamber, Level 6, the Union, John Anderson Campus**

---

**PRESENT:** Neil Campbell, Nicole McCaffery, Benedict Docherty, Martin Law, Philip Wilson, Campbell Steel, Claire-Marie Loudon, Craig McAuley, David McDonald, Chris Majury, Gurjit Singh, Gillian Currah, Philip Whyte, Yee Shin Khor, Brian Petrie, Martin Harvey, Audrey Whiteside, Emma Williamson, Hayley Brown Miriam Rose, Kieran Gillespie, Ross Callum, Daniel McGregor, Rogina Roy, Claire Louise McCallum, Brendan Gill, Madeleine Farrand, Sarah Peachey, Bilal Khalid Baig, Christopher Elsdon, Lynsey Duff, Robert Harris, Thomas Fraser, Robin Alexander MacDonald, Thomas Young, Emma Louise Gillan, Lorna McWilliams, Nicola Martin, Kelley Temple, Amy Elisabeth Davies, Anna Fairlie, Aimee Cuthbert, Michael Iain Douglas, Victoria Shanks, Claire Docherty, Ross Bryson, Adam Wagner, Jan Michael Doherty

**APOLOGIES:** Leigh-Anne Fyfe, Amanda Hamilton, Nazia Iqbal, Chris Whitelaw, Richard Kennedy, Mihail Catalin Calinescu, Ralph Kirkwood, Stewart Parker, Laura Fraser, Iain Pullar, Ruth Willis, Alison Jones, Janel Muir, Fiona Bathgate, Will Cameron, Patrick McAleer, Claire McCallum, Lindsay Cochrane, Ian McCartney

**LEAVING EARLY:** Efehi Ubebe, Alistair Gilfillan and Oluseyi Eweoya

**UNION CHAIR:** Martin Harvey

**IN ATTENDANCE:** Al Wilson, Audrey Murray – Chair's Aid and Minute-Taker

---

**Plenary Session**

***The President and Deputy President gave a power-point presentation on the Governance Review, "Transform Your Union":***

***"By Governance we mean 'the systems and processes concerned with ensuring the overall direction, effectiveness, supervision and accountability of an organisation'."***  
***(The National Council for Voluntary Organisations)***

***The Working Group meets every fortnight and consists of:  
President, Deputy President, Vice President Operations & Commercial Services, Convenor of Clubs and Societies  
General Manager, Membership Services Manager, Democratic Services Co-ordinator  
Vice Principal Prof. K. Miller and Consultant: Pauline Holland***

***What have we done so far?***

- ***Defined current governance structures***
- ***Appointed project managers***
- ***Completed Stakeholder analysis***
- ***Created communications plan***
- ***Planned consultation strategy***

**Next Steps:**

- **Compare & Analyse structures of other unions/associations/guilds**
- **Ongoing consultation & communication with stakeholders:**  
*Focus groups, website, Telegraph*
- **Begin to develop options**

**Timescale:**

- **Looking to implement any changes for 2010/11**
- **Options will be provided to SRC in Semester 2**
- **Final decision will be made by a referendum**
- **Changes need to pass through University**
- **Top-level design by end of 08/09**
- **More detail added throughout 09/10**

---

**SRC0809/2.1 ROLL CALL**

Everyone was welcomed to the meeting of the Student Representative Council by the Union Chair.

**SRC0809/2.2 MINUTES of the LAST STATUTORY MEETING & BUSINESS ARISING THEREFROM**

- a) Student Media and Marketing Officer's name mis-spelt and should read Craig McAulay

As there were no further matters arising from these Minutes, they were ratified by Council.

**SRC0809/2.3 MINUTES of the EXECUTIVE COMMITTEE MEETINGS & BUSINESS THEREFROM**

No meeting had been held since SRC 1

**SRC0809/2.4 AMENDMENTS TO THE CONSTITUTION**

None proposed

**SRC0809/2.5 CORRESPONDENCE AND BUSINESS ARISING THEREFROM**

None

**SRC0809/2.6 ELECTIONS**

Elections for the outstanding vacancies in the various SRC Committees and Steering Groups took place. SRC members are encouraged to join at least one committee.

- a) Junior Office Bearers – Ratified
- |      |                        |                  |
|------|------------------------|------------------|
| i.   | Training Team Convenor | Lynsey Duff      |
| ii.  | Ask Volunteer Convenor | Lorna McWilliams |
| iii. | Nightline Convenor     | Confidential     |
| iv.  | Women's Group Convenor | Kelley Temple    |

Resignation:

- i. Community Action Convenor Heather Scrimgeour

For notification:

- i. Fusion Convenor Colin Gear
  - ii. Community Action Convenor Resigned
- b) Council ratified all new Ordinary Members of Council

Resignation:

- i. Andrew Marshall
- c) The Returning Officer notified SRC that the Academic Affairs Officer elected is Chris Majury

d) Steering Committees Elections:

- i. Association Administrative Committee  
No one stood for the 2 vacant positions

Supporting Committees as ratified by Council:

- i. Audit  
No one stood for the 2 vacant positions
- ii. Facilities  
No one stood for the vacant position
- iii. Communications & Marketing  
Brian Petrie to join as ratified by Council  
No one stood for the other vacant position
- iv. Environmental & Ethical  
No one stood for the 3 vacant positions
- v. Campaigns  
Aimee Cuthbert to join as ratified by Council
- vi. Education Policy  
Robin McDonald  
Jan Docherty  
To join as ratified by Council
- vii. Jordanhill  
Sarah Peachey to join as ratified by Council  
No one stood for the vacant position
- viii. Democratic Services  
Nicola Martin  
Anna Fairlie  
Rogina Roy  
To join as ratified by Council
- ix. Postgraduate  
Oluseyi Eweoya to join as ratified by Council

- x. Advice & Support  
Kelley Temple  
Claire Docherty  
Anna Fairlie  
To join as ratified by Council  
No one stood for the other 2 vacant positions
- xi. Equal Opportunities  
Emma Gillan to join as ratified by Council  
No one stood for the other 3 vacant positions

Action Groups as ratified by Council

- i. Women's Group  
Claire McCallum to join as ratified by Council

e) University Committees

- Faculty Boards:
- i. Business  
Rogina Roy to join as ratified by Council
- ii. Education  
No one stood for the 2 vacant positions
- iii. Arts Undergraduate Studies  
No one stood for the vacant position
- iv. LASS Faculty Teaching Group  
Lorna McWilliams to join as ratified by Council
- v. Engineering Faculty Academic Administration Committee  
Bilal Baig to join as ratified by Council
- vi. Strathclyde Business School Academic Committee  
No one stood for the 2 vacant positions
- vii. Strathclyde Business School Staff/Student Liaison Committee  
No one stood for the 2 vacant positions

## SRC0809/2.7 REPORTS

- (i) **President:** Neil Campbell (additions and questions)
  - Working on Governance Review
  - Attended NUS Extraordinary Conference in Wolverhampton – discussed later
  - Offered congratulations to RAG for the Casino night
  - Welcomed Chris Majury as the new Academic Affairs Officer

A question was asked of the Academic Affairs Officer whether there would be a reform of Class Reps involving distribution, training and a proposal for an election before summer. The President assured the Council that with his help the Academic Affairs Officer would deal with this topic.

Report ratified by Council

(ii) **Deputy President** (including Jordanhill hours): Nicole McCaffery (additions and questions)

- Deputised for President on occasions
- Attended meetings with Communications and Marketing Dept.
- Anything excluded will be in the next report
- Particular attention given to Jordanhill Attendance

A question was asked about the wrong dates for the report, the Deputy President apologised. Another question was asked regarding Refreshers, whether Council Members would be asked to participate. The Deputy President welcomed any ideas.

The time of the Executive leaving Jordanhill was questioned. The Deputy President explained that Toby's shuts mid-afternoon and that was why they left at that time. It was suggested a sign be available indicating the Executive member on duty and the time available. In general they are available from 1000 – 1400, Monday to Friday

**Action Deputy President to organise an information sign for when the office is closed**

The Deputy President will consider names of participants not on SRC for the Discipline Committee.

Report ratified by Council

(iii) **Vice President Student Development:** Benedict Docherty (additions and questions)

- Attended the Remembrance Service at Jordanhill
- Dealt with Finance issues
- Involved with University Internal Departmental Review Training
- Development Committee for Get Involved seeking ideas

Report ratified by Council

(iv) **Vice President Support & Campaigns:** Martin Law (additions and questions)

- Attended NUS Extraordinary Conference
- Involved with Nightline on Monday

Report ratified by Council

(v) **Vice President Operational & Commercial Services:** Philip Wilson (additions and questions)

- Participated in Jordanhill Steering Group; making Students aware of Campus changes
- Attended Governance meeting
- Organising sponsorship for events

When questioned, Vice President Operational and Commercial Services highlighted various events his time was taken up by and the subsequent level of participation

Report ratified by Council

- (vi) **Sports President:** Campbell Steel (additions and questions)
- Apologies for the report being sparse
  - Highlighted that the Teams were doing well
  - Co-ordinating Clubs
  - Apologies for not attending the Finance Committee meeting

Report ratified by Council

- (vii) **Convenor of Clubs & Societies:** Claire-Marie Loudon (additions and questions)
- Thanks were extended to the Club Treasurer

When asked, the Convenor of Clubs & Societies explained what SULC stood for; Strathclyde University Long-boarding Club. Convenor of Clubs & Societies also answered that the Club which had been blocked was "Start The War"

Report ratified by Council

- (viii) **Academic Affairs Officer**  
No report as position recently elected

- (ix) **Student Media & Marketing Officer:** Craig McAulay (additions and questions)
- Apologies for lack of template
  - Fusion posters to be distributed with launch date 28 November in conjunction with TFI. There is an offer of hands-on involvement within the Studio

Apologies were offered for a mis-spelt name in the Telegraph. It was questioned which other areas Student Media & Marketing Officer's time dealt with apart from Fusion. Student Media & Marketing Officer responded by highlighting the launch deadline and the work involved.

Report ratified by Council

- (x) **Equal Opportunities Officer:** David McDonald (additions and questions)
- Met with Committees to discuss their remit and the policy of the Association and SRC

An anonymous question was asked about the Liberation Officer's Elections. The Equal Opportunities Officer explained the groups are autonomous and, therefore, elect their own convenors. The Officers elected were ordinary students and when questioned further explained that the each group's constitution was followed when electing convenors. When asked how students out with the individual groups would be made aware, he responded that it was up to the Convenor. Clarification was asked for whether Mailings were issued through Communications, which he gave. Congratulations were expressed to the Equal Opportunities Officer. SRC was reminded of each group's autonomy. When questioned about regular office hours, these would be issued on Wednesday.

Report ratified by Council.

- (xi) **Jordanhill Officer:** Leigh-Ann Fyfe (additions and questions)  
Nothing further reported as Jordanhill Officer unwell

Report ratified by Council

- (xii) **Postgraduate Officer:** Efehi Ubebe
- Held meetings with various groups
  - PO and IT Dept. to liaise regarding Web Pages

PO explained that ADR stood for Alternate Dispute Resolution

Report ratified by Council

- (xiii) **Junior Office Bearers**

International Convenor                      Report ratified by Council

The other Convenors were encouraged to issue reports for SRC3 by Friday 28 November.

It was questioned when this was intimated to Junior Office Bearers and clarified that this is written in the Constitution.

#### **SRC 0809/2.8 EXECUTIVE EXPENSES**

- All accounted for
- £46K should read ahead of budget
- £400 from the Alternate Welcome to be moved to an alternative budget

Report was ratified by Council.

#### **SRC 0809/2.9 SABBATICAL HOURS**

The hours for week commencing 13 October will be issued for SRC3

No issues with the weeks of 20 or 27 October.

The Sports President corrected the start time of 20 October to read 0915 instead of 0715.

Report ratified by Council

#### **SRC 0809/2.10 EXECUTIVE MEETINGS ATTENDED**

Nothing reported

## **SRC 0809/2.11 MOTIONS LYING ON THE TABLE**

- a) Where did all the Students Go? Increasing Awareness and Participation

The Union Chair pointed out that every motion must be seconded by another member of SRC prior to being submitted. In this instance a seconder from the floor would be accepted, but he reminded SRC that in future all motions should have a proposer and a seconder.

A speech outlining the motion was given by the Proposer. The Deputy President asked for the procedural motion SO.4.59(e) : that the question be not put. When voted on, the procedural motion passed and the motion was removed from the Agenda.

The Union Chair advised that if the motion was to be discussed at SRC3, it would need to be resubmitted by Friday 28<sup>th</sup> November at 1700.

- b) Strathclyde Fusion in the Scene

Proposer outlined motion. An amendment from the floor sought to have VPOCS investigate the potential to play Fusion through Toby's at Jordanhill Campus. Following a summation the motion went to a vote and was carried.

### **COUNCIL NOTES**

1. Strathclyde Fusion is set to launch.
2. Strathclyde Fusion will allow students the opportunity to get involved in all aspects of radio broadcasting.
3. As with all other groups, Strathclyde Fusion will require exposure to Strathclyde Students.
4. The Scene has many students visit throughout the day.
5. The Scene has the facilities to play audio throughout the venue, through their speakers.

### **COUNCIL BELIEVES**

1. Strathclyde Fusion should be given the best possible opportunity for Strathclyde Students to hear it and become aware of it.
2. As a venue in the Union, the Scene should be used to promote a student involvement opportunity where possible.
3. Students would be interested to hear the student radio station when visiting the Union and would be more likely to get involved in the production of Strathclyde Fusion.
4. A motion to support the playing of Fusion in the Scene is important to have the practice established.

#### COUNCIL RESOLVES

1. The Scene's sound system should be used to play Strathclyde Fusion throughout the station's broadcasting hours.
2. The VPOCS should be mandated to ensure all equipment is in place in the Scene to facilitate the playing of the radio station
3. The VPOCS will also investigate the potential to play Strathclyde Fusion in Toby's at the Jordanhill Campus.

*Proposed by : Craig McAulay, Student Media and Marketing Officer*

*Seconded by : Ben Docherty, Vice President of Student Development*

#### c) Exam Dates Announcement

Following a brief proposal of the motion, an amendment was proposed by Adam Wagner stating that it should "benefit all students with particular reference to International Students". A further amendment was proposed stating that the "President and Deputy President report back to SRC and maintain as a continual campaign". Following a summation, the motion went to a vote and was carried.

#### COUNCIL NOTES

1. Examination dates of the second semester are announced in end of April or early May.
2. The announcement time is too close to the actual examination dates and that it disrupts many international students' plan to return to their home country by making them pay higher airfares and preventing them from confirming their summer plans. It may also affect local students' planning.

#### COUNCIL BELIEVE

1. With a bit of initiative from those involved, exam dates can be announced at an earlier date.
2. International students' interest should be taken into consideration by the SRC.
3. The ideal times to announce the exam dates are early or mid-March.
4. Range of dates provided in the examination section of the department handbook (if applicable) is not helpful because some students will complete their papers much earlier than the latest end date.
5. This is not a petty problem as it involves a large number of international students who have to spend hundreds of pounds to return every year.

## COUNCIL INSTRUCTS

1. The President/Deputy President should discuss the matter with the Registry and propose a solution which will benefit all students with particular emphasis on international students.
2. The President/Deputy President should report back before SRC4 and maintain as a continual campaign.

*Proposed by : Albert Khor Yee Shin, International Convenor*

*Seconded by : David McDonald, Equal Opportunities Officer*

### d) Electing Delegations to NUS Extraordinary Conferences

Following a brief proposal of the motion by the President and support from the immediate Past President the motion went to a vote and was carried.

## COUNCIL NOTES:

1. That Annual Conference is the highest decision-making body of NUS
2. That NUS requires that Strathclyde delegates to Annual Conference be chosen by means of a cross-campus ballot
3. That 25 member unions of NUS can call for an Extraordinary Conference with the same powers as Annual Conference, as has happened in 2007 and 2008.
4. That due to the short notice usually given for Extraordinary Conferences, Unions are not bound to using cross-campus ballots to select delegates.
5. That an NUS Extraordinary Conference held on 12<sup>th</sup> November 2008 passed a new core constitution for NUS, that needs to be ratified by another conference before it comes into effect.

## COUNCIL BELIEVES:

1. NUS Extraordinary Conferences are less democratic than Annual Conferences as delegates don't have to be elected any many smaller Unions simply can't afford to send anyone.
2. That the proposed changes to the NUS constitution should be ratified by an Annual Conference, though this may not be the case.
3. There is a real possibility that 25 other unions will call for another Extraordinary Conference to ratify the new proposals.
4. That should there be another extraordinary conference called, Strathclyde should make every effort to contribute to its democratic legitimacy.

COUNCIL RESOLVES:

1. That USSA will take all practicable steps to elect its delegates to any further Extraordinary Conferences by means of a cross-campus ballot.
2. That the democratic services committee shall formulate plans and procedures, in line with existing policy and electoral rules, so that should another Extraordinary Conference be called, an election can be held.
3. That the democratic services committee will report back on this at SRC3.
4. That this will only apply if there are 10 university working days between the time that the President is notified of a conference and the time when the names of delegates must be supplied to NUS.

*Proposed by : Neil Campbell, President*

*Seconded by : Nicole McCaffery, Deputy President*

**SRC 0809/2.12 NUS BUSINESS**

9 Delegates attended the Extraordinary Conference in Wolverhampton on 12 November, which proved to be productive. The conference was called to discuss the proposed changes to NUS' Governance. The proposals were posted by the 2/3 majority required.

**Action                    The President to issue a report to SRC3**

5 Delegates attended the NUS Scotland Council where the by-elections were held for the NUS Scottish Executive Committee. The immediate Past President highlighted Strathclyde's commitment and spoke about the NUS involvement with regard to:

- Fairer Funding for Students
- Work with groups
- Discussion with Universities and Colleges offering competitive choice to International Students
- Minimum income – Acceptable level of Student Debt

He also encouraged Council to attend 3 events:

- 20 November, Jury's Inn, Glasgow
- 27 November, Holyrood Hotel, Edinburgh
- 5 December, Beach Ballroom, Aberdeen

**Action                    The President to issue relevant document**

**SRC 0809/2.13 A.O.C.B.**

- a) Student Marketing Team Constitution – Withdrawn as Student Marketing Team were not yet ready to present the final version to Council
- b) Updated Halls Committee Constitution was ratified by Council
- c) A member of Council highlighted that an SRC member was under the influence of drink and proceeded to tell students what they could and could not do. The President advised the Council that any conduct issues should be given to Security or the Deputy President.
- d) Clarification was asked for whether SRC members had free entry.

**Action                      The Deputy President checking standing policy and will provide a report for SRC3.**

**Vice President Operational & Commercial Services to provide SRC list to front door staff**

**SRC 0809/2.14**

Date of next meeting to be held on Monday 8<sup>th</sup> December 2008 in the Debates Chamber. Any motions or anonymous questions to be submitted to the Chair by 1700 on Friday 28 November

Meeting closed at 8pm

**MINUTES OF 3rd MEETING OF THE STUDENT REPRESENTATIVE COUNCIL  
6PM, MONDAY 8 December 2008  
Debates Chamber, Level 6, the Union, John Anderson Campus**

---

**PRESENT:** Neil Campbell, Nicole McCaffery, Benedict Docherty, Martin Law, Philip Wilson, Campbell Steel, Claire-Marie Loudon, Craig McAulay, Chris Majury, Gillian Currah, Philip Whyte, Lorna McWilliams, Amanda Hamilton, Kelley Temple, Brian Petrie, Martin Harvey, Audrey Whiteside, Emma Williamson, Kevin Frae, Kieran Gillespie, Mihail Calinescu, Paul Clifford, Christopher Elsdon, Lynsey Duff, Robert Harris, Thomas Fraser, Robin MacDonald, Thomas Young, Emma Gillan, Nicola Martin, Amy Elisabeth Davies, Iain Pullar, Ruth Willis, Anna Fairlie, Alistair Gilfillan, Aimee Cuthbert, Michael Hepburn, Michael Iain Douglas, Claire Docherty, Fiona Bathgate, Ross Bryson, Jan Michael Doherty, Lindsay Cochrane,

**APOLOGIES:** David McDonald, Leigh-Anne Fyfe, Gurjit Singh, Hayley Brown, Richard Kennedy, Nazia Iqbal, Ross Callum, Yee Shin Khor, Chris Whitelaw, Ralph Kirkwood, Claire McCallum, Brendan Gill, Sarah Peachey, Bilal Baig, Stuart Keith, Alison Jones, Janel Muir, Victoria Shanks, Will Cameron, Patrick McAleer, Claire McCallum, Patrick McAleer, Adam Wagner

**LEAVING EARLY:** Neil Campbell, Efehi Ubebe, Oluseyi Eweoya, Claire-Marie Loudon, Kelly Temple and Mihail Colinescu

**UNION CHAIR:** Martin Harvey

**IN ATTENDANCE:** Ian McCartney, Al Wilson & Audrey Murray – Chair’s Aids and Minute-Taker

---

**SRC0809/3.1 ROLL CALL**

Everyone was welcomed to the meeting of the Student Representative Council by the Union Chair. Due to hearing issues when answering or addressing, the Executive were asked to face Council.

**SRC0809/3.2 MINUTES of the LAST STATUTORY MEETING & BUSINESS ARISING THEREFROM**

- a) Student Media and Marketing Officer’s name mis-spelt
- b) 2.7ii Action point for the Deputy President was inaccurately noted
- c) The motion for “Where did all the Students Go? Increasing Awareness and Participation” was questioned as to why it was not re-addressed at SRC 3. The Deputy President replied that due to illness there had been no liaison with the Proposer, who in turn apologised for inactivity.

As there were no further matters arising from these Minutes, they were ratified by Council.

**SRC0809/3.3 MINUTES of the 8<sup>th</sup> and 9<sup>th</sup> EXECUTIVE COMMITTEE MEETINGS & BUSINESS THEREFROM**

As there were no matters arising from either Minutes, they were ratified by Council.

**SRC0809/3.4 AMENDMENTS TO THE CONSTITUTION**

None proposed

**SRC0809/3.5 CORRESPONDENCE AND BUSINESS ARISING THEREFROM**

- a) A letter sent from a former President of the Union in 1958/59, when the building first opened, has written to the current President mentioning that even in those days Strathclyde was a ground breaking Union.

**Action                    The President to display the letter on the Web site**

- b) The President recently attended the Glasgow Student Forum organised by NUS, which had Robert Brown, MSP, on its panel, but unfortunately it was not a success due to poor attendance from other institutions and lack of availability of local politicians.

**SRC0809/3.6 ELECTIONS**

Elections for the outstanding vacancies in the various SRC Committees and Steering Groups took place. SRC members are encouraged to join at least one committee. Under Schedule 3.4.a, places on committees previously reserved for first year students are now open to all members of SRC.

The Returning Officer notified SRC that the new Halls Convenor elected is Paul Clifford.

- a) Steering Committees Elections:

- i. Association Administrative Committee  
No one stood for the 2 vacant positions

Supporting Committees as ratified by Council:

- i. Audit  
No one stood for the 2 vacant positions

- ii. Facilities  
No one stood for the vacant position

- iii. Communications & Marketing  
No one stood for the other vacant position

- iv. Environmental & Ethical  
No one stood for the 3 vacant positions

- v. Campaigns  
No one stood for the 2 vacant positions
  - vi. Jordanhill  
No one stood for the 2 vacant positions
  - vii. Postgraduate  
No one stood for the vacant position
  - viii. Advice & Support  
No one stood for the other 2 vacant positions
  - ix. Equal Opportunities  
No one stood for the other 3 vacant positions
- b) University Committees
- Faculty Boards:
- i. Education  
No one stood for the 2 vacant positions
  - ii. Arts Undergraduate Studies  
Nicola Martin to join as ratified by Council (LASS)
  - iii. Strathclyde Business School Academic Committee  
No one stood for the 2 vacant positions
  - iv. Strathclyde Business School Staff/Student Liaison Committee  
No one stood for the 2 vacant positions (Undergraduate)  
(Postgraduate)
- c) The Returning Officer notified SRC that NUS would be holding an Extraordinary Conference in Wolverhampton on 20 January 2009. There would be a cross-campus ballot on 18 and 19 December with nominations to be submitted by 1200 on Friday 19 December. Nomination forms are available to download from the website.

**SRC0809/3.7 REPORTS**

**a) Executive Committee Reports:**

- i. **President:** Neil Campbell (additions and questions)

Following the Motion tabled at SRC 2 for “Exam Dates Announcement”, the President was mandated to discuss the matter with Registry which he did. Although the exam time-table should be available at the end of Week 3 in Semester 2, they could not confirm this, due to copious amounts of changes (up to 90 changes last academic session).

**Action            The President to check date of next APC Committee meeting and report back to the following SRC**

Report ratified by Council

Since the President was leaving early it was decided to bring a later Agenda item forward.

#### **SRC0809/3.12 NUS BUSINESS**

The President explained about the forthcoming NUS Extraordinary Conference on 20 January 2009 in Wolverhampton. 25 Unions have called for the meeting to discuss and ratify the changes to NUS governance which were passed at the 1<sup>st</sup> Extraordinary Conference last month. The information would be provided on the Web link. When asked, the President said he had post the amended report onto the Web site as a member had asked that a sentence be amended.

Report ratified by Council

#### **SRC0809/3.7 REPORTS (Continued)**

- ii.     **Deputy President** (including Jordanhill hours): Nicole McCaffery (additions and questions)

Apologised for illness and mentioned that the Vice President Support & Campaigns and the Deputy President did not attend Jordanhill due to other reasons – as detailed in the report.  
Report for Standing Policy being worked on.

Report ratified by Council

- iii.    **Vice President Student Development:** Benedict Docherty (additions and questions)

Attended ASK and SUEI meetings.

Report ratified by Council

- iv.     **Vice President Support & Campaigns:** Martin Law (additions and questions)

Attended SUEI meeting

A question was raised regarding the Green Week aims. Vice President Support & Campaigns wanted Students to reflect about their lifestyles by reducing energy, which he felt the campaign had helped towards. It was mentioned that the Campaign aims were vague and needed to be more direct to help measure success. The Vice President Support & Campaigns agreed on this assessment.

Report ratified by Council

- v. **Vice President Operational & Commercial Services:** Philip Wilson (additions and questions)

Vice President Operational & Commercial Services explained what SACSOH stood for; Statutory Advisory Committee on Safety and Occupational Health. The next meeting of which was to be held next week.

Report ratified by Council

- vi. **Sports President:** Campbell Steel (additions and questions)

The Vice President Student Development invited the Sports Executive to the Volunteer Group Party to be held on 16 December. The Sports President gave his thanks and accepted.

The Sports President encouraged Council to participate in the planned charity jump, which some staff and students have already agreed to.

Report ratified by Council

- vii. **Convenor of Clubs & Societies:** Claire-Marie Loudon (additions and questions)

Nothing to add to report

Report ratified by Council

- viii. **Academic Affairs Officer**

'Have I been good this year?' feedback campaign suspended to Semester 2. Communications are working on a stronger brand image.

With regard to the Student Experience Committee, Rowena Kochanowska from the Academic Office has agreed in principle to an expanded event in the 2<sup>nd</sup> Semester building on examples of similar events throughout the sector. The Academic Affairs Officer is willing to discuss the matter with anyone individually.

**Action                      Academic Affairs Officer to send off proposal for Congress**

Report ratified by Council

- ix. **Student Media & Marketing Officer:** Craig McAulay (additions and questions)

Fusion meeting planned for 17.15 on Friday in the Lounge regarding potential involvement by students. A point was raised regarding conflicting information, but the Student Media & Marketing Officer said the confusion had been addressed.

Report ratified by Council

- x. **Equal Opportunities Officer:** David McDonald (additions and questions)
  - Nothing to add to report due to absence
  - Report ratified by Council.
  
- xi. **Jordanhill Officer:** Leigh-Ann Fyfe (additions and questions)
  - Nothing to add to report due to absence
  - Report ratified by Council
  
- xii. **Postgraduate Officer:** Efehi Ubebe (additions and questions)
  - There will a fuller update for SRC 4.
  - Report ratified by Council
  
- b) Junior Office Bearers Reports:**
  - i. **Halls Convenor** – submitted by the former Halls Convenor. The Union Chair thanked the Academic Affairs Officer for submitting 2 reports.
    - Membership – Paul Clifford, new Halls Convenor
    - Rochene Collins, new Deputy Convenor
    - Report ratified by Council
  - ii. **Rag Convenor**
    - Report ratified by Council
  - iii. **Debates Convenor**
    - Report ratified by Council
  - iv. **CACTUS Convenor**
    - No report submitted as position vacant
  - v. **Training Team Convenor**
    - Under Training attended/required, Aimee Cuthbert was mis-spelt
    - Report ratified by Council
  - vi. **ASK Volunteer Convenor**
    - Report ratified by Council

- vii. **Nightline Convenor**  
Report ratified by Council
- viii. **International Convenor**  
Report ratified by Council
- ix. **Mature Students Convenor**  
Report ratified by Council
- x. **Lesbian, Gay, Bisexual and Transgender Convenor**  
Report ratified by Council
- xi. **Women's Officer**  
Membership of Group Committee still to be clarified. Training team to be organised.  
Report ratified by Council
- xii. **Returning Officer**  
The Returning Officer was asked to check the spelling and grammar of the report. He apologised, but made Council aware he was Dyslexic  
Report ratified by Council
- xiii. **Union Chair**  
Report ratified by Council
- xiv. **Students with Disabilities Convenor**  
The Convenor invited Council to a forthcoming campaign next Monday in Vertigo, with guest speaker Kelly Knox, winner of BBC TV programme "Britain's Missing Top Model".  
Report ratified by Council
- xv. **Events Convenor**  
Sarah Peachey's name was mis-spelt.  
The new Events Officer is Robb Harris  
Report ratified by Council
- xvi. **Environmental and Ethical Convenor**  
Report ratified by Council
- xvii. **Marketing Team Convenor**  
Report ratified by Council

xviii. **Film and TV Group Convenor**

Vice President Student Development to speak directly to group regarding training

Report ratified by Council

xix. **Race Relation Convenor**

Report ratified by Council

The Vice President Support & Campaigns highlighted the work involved in compiling these reports and gave thanks to the Junior Office Bearers on behalf of the Executive.

**SRC 0809/3.8 EXECUTIVE EXPENSES**

None to report this period due to staffing issues, but will be available for next SRC.

**SRC 0809/3.9 SABBATICAL HOURS**

Three sets of Sabbatical hours to be approved:

Week commencing 13 October	The Deputy President's hours were wrong and should be amended to 36.50
Week commencing 3 November	The Vice President Operations & Commercial Services hours for Jordan-Hill should total 17
Week commencing 10 November	The Deputy President's total was wrong, it should read 48.50

Report ratified by Council

**SRC 0809/3.10 EXECUTIVE MEETINGS ATTENDED**

Nothing reported

## **SRC 0809/3.11 MOTIONS LYING ON THE TABLE**

### a) Investing in Music

The Union Chair stated that SRC need not necessarily be the correct arena for raising this motion.

A speech outlining the motion was given by the Proposer. The Vice President Operational & Commercial Services asked for a procedural motion SO.4.59(h) : that the question be referred to the Commercial Services Steering Committee prior to SRC 4 and the response given to Council.

### b) Online Voting – To be made more accessible

Following a brief proposal of the motion, an amendment was proposed to move Council Notes 3 to Council Believes 4 and renumber accordingly. The proposal also deleted Council Resolves 2. Following a summation, the motion went to a vote and was carried.

#### COUNCIL NOTES

1. In the recent academic affairs officer and postgraduate officer elections, voting was only available to students online between the hours of 9:00 and 17:00
2. Many students attend University between the hours of 9:00 and 17:00
3. The elections for Executive positions are open for 24 hours

#### COUNCIL BELIEVES

1. The opportunity for students to vote should be more accessible
2. A wider range of voting hours would allow more students to be involved in the democratic process
3. It would enable more students to be involved and aware of what's going on in the Union and feel like they can make a difference
4. It is unfair and impractical to ask students to take time out of their lunch hour to vote

#### COUNCIL RESOLVES

1. All online voting should be open for at least 24 hours to allow all students the opportunity to vote.

*Proposed by: Lynsey Duff*

*Seconded by: Nicola Martin*

**SRC 0809/3.13 A.O.C.B.**

- a) Report on Environmental Policy Compliance –  
Deferred to next SRC
- b) CACTUS Constitution –  
Passed back to Committee for Constitutional amendments to be  
proposed at SRC 4 for discussion in SRC 5.
- c) Student Marketing Team Constitution –  
Ratified by Council
- d) RAG Constitution –  
Ratified by Council
- e) Minutes of Commercial Services Steering Committee (27/11/08) -  
This requires to be returned to the Committee for ratification
- f) Vice President Operational & Commercial Services recommends  
viewing SRC papers on-line to save printing the documents off
- g) The Deputy President requests the Committee Minutes be sent to  
her for viewing, as per the constitution
- h) The Vice President Support & Campaigns requests the computers on  
Level 7 either be turned off or set to hibernate to reduce energy wastage

**SRC 0809/3.14**

Date of next meeting to be held on Monday 2<sup>nd</sup> February 2009 in the Debates Chamber. The deadline for all motions, reports and other SRC papers to be submitted is Friday 23<sup>rd</sup> January 2009 at 1700.

Meeting closed at 7pm

**MINUTES OF 4th MEETING OF THE STUDENT REPRESENTATIVE COUNCIL  
6PM, MONDAY 2 February 2009  
Debates Chamber, Level 6, the Union, John Anderson Campus**

---

**PRESENT:** Neil Campbell, Nicole McCaffery, Benedict Docherty, Martin Law, Philip Wilson, Campbell Steel, Craig McAulay, Leigh-Anne Fyfe, Chris Majury, Gurjit Singh, Gillian Currah, Philip Whyte, Kelly Temple, Lorna McWilliams, Amanda Hamilton, Kelley Temple, Brian Petrie, Martin Harvey, Emma Williamson, Kevin Frae, Colin Gear, Kieran Gillespie, Paul Clifford, Christopher Elsdon, Lynsey Duff, Robert Harris, Thomas Fraser, Nicola Martin, Amy Elisabeth Davies, Iain Pullar, Alistair Gilfillan, Fiona Bathgate, Ross Bryson, Jan Michael Doherty, Lindsay Cochrane, Adam Wagner, Will Nelson, Anna Fairlie (late)

**APOLOGIES:** Claire-Marie Loudon, David McDonald, Hayley Brown, Richard Kennedy, Ross Callum, Ralph Kirkwood, Mihail Colinescu, Sarah Peachey, Audrey Whiteside, Aimee Cuthbert, Claire Docherty, Emma Gillan (late), Thomas Young, Robin MacDonald, Ross Callum, Ralph Kirkwood, Sarah Peachey, Ruth Wills

**LEAVING EARLY:** Efehi Ubebe (late), Oluseyi Eweoya, Madeleine Farrand, Onwukamike Marvelous, Victoria Shanks, Yee Shin Khor, Melanie Cotter, Chris Whitelaw, Philip Gallagher, Amy Devlin

**UNION CHAIR:** Martin Harvey

**IN ATTENDANCE:** Ian McCartney, Al Wilson & Audrey Murray – Chair's Aids and Minute-Taker

---

**SRC0809/4.1 ROLL CALL**

Everyone was welcomed to the meeting of the Student Representative Council by the Union Chair.

A motion of Censure, SO.4.30 was presented against the Jordanhill Officer for non-attendance at two Council meetings. Following an apology quoting personal circumstances and highlighting additional time worked as compensation, the motion was unanimously defeated.

**SRC0809/4.2 MINUTES of the LAST STATUTORY MEETING & BUSINESS ARISING THEREFROM**

- i. 3.12 The amended NUS Report had been posted
- ii. 3.7b)xv. The Events Officer is not Robb Harris

The Minutes were ratified by Council.

**SRC0809/4.3 MINUTES of the 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> EXECUTIVE COMMITTEE MEETINGS & BUSINESS THEREFROM**

- i. The President clarified that the M2 corridor referred to the passage adjoining the Students' Union and James Weir buildings
- ii. Having been asked why the Minutes for Executive 10 had not been on-line, it was suggested they be carried over to SRC5

As there were no further matters arising from either Minutes, they were ratified by Council.

**SRC0809/4.4 AMENDMENTS TO THE CONSTITUTION**

- a) The Deputy President spoke on behalf of the Executive to give a brief outline regarding the Governance Working Group; Transform Your Union – It's Time To Change!  
Vice President Support & Campaigns suggested an amendment for Democratic Services Referendum

Council voted and the amendment was carried

TRANSFORM YOUR UNION – IT'S TIME TO CHANGE!

COUNCIL NOTES:

1. That the 1994 Education Act stipulates that Student Associations must review their governance structures every five years
2. That Executive 07/08 established a Governance Review Working Group to look into options for a new University of Strathclyde Students' Association governance model
3. Executive Governance Review Working Group began working on developing these models in September 2008. The Working Group comprised representatives from Executive Committee, Union staff, University and an external consultant
4. SRC2 included a plenary on the Governance Review Working Group where the President and Deputy President outlined the Working Group's timeline
5. A series of consultation exercises were held in November and December 2008 including staff and student focus groups

COUNCIL BELIEVES:

1. That these governance structure model options should be put to the members of the Students' Association to decide

COUNCIL INSTRUCTS:

1. That after these options being presented to Council, Council should select two models that it finds provide a structure that would work to best represent our members
2. That the two options selected by Council along with the current structure should be put to a referendum at the same time as the Executive elections in March 2009
3. The wording of the referendum should be written by the working group based on the choices made by Council and sent to Democratic Services Committee

Proposed: Nicole McCaffery, Deputy President  
Seconded: Campbell Steel, Sports President

- b) The Governance Review Working Group has been tasked with undertaking this exercise and have been consulting with students, staff and the university, as well as researching how other Students' Associations work, since September 2008. In January, the Group used this information to put forward a series of proposed options which were presented to SRC.

**Transform Your Union - Voting Record**

**Model 1**

Main model*	22
Variation	19

*Therefore the variation is eliminated*

**Model 2 – Vote 1**

Policy Council **	39
No Council	3

*Therefore the 'no Council' variation is eliminated*

**Model 2 – Vote 2**

Sports President**	36
Devolved Sports Union	3
United Sports & Activities	3

*Therefore the 'devolved Sports Union' and 'United Sports & Activities' are both eliminated*

**Model 3**

Student Parliament	7
Faculty Forums***	27
Spoiled	4

*Therefore the 'Student Parliament' model is eliminated*

### **Final Models**

*	Model 1	6
**	Model 2	16
***	Model 3	15

*Therefore Model 1 is eliminated*

### **Final Models to go to referendum are:**

- 1. Model 2 – The Open Forum Approach**
- 2. Model 3 – The Academic-related Approach**
- 3. Current structure**

- c) Any motions seeking to amend the constitution are tabled at the SRC meeting prior the one at which they are to be discussed. Any alterations to these must be submitted in advance as changes from the floor cannot be accepted. The deadline for any Constitutional changes is 27 February 2009 at 1700.

The President proposed a Procedural Motion SO4.59b to bring Agenda items SRC0809/4.6e and SRC0809/4.13b forward

Council voted and the Motion was carried

### **SRC0809/4.6 ELECTIONS**

- e) The Election Guide for Candidates and nominations for all Executive positions are now open and close at 12 noon on Monday 16<sup>th</sup> February. One new development for this year is that candidates will be given access to social networking sites Bebo and Facebook for campaigning for the first time.

Executive Elections will be held on Monday 2<sup>nd</sup> and Tuesday 3<sup>rd</sup> March 2009.

The Returning Officer encouraged Council to consider participating on the Democratic Services Committee.

### **SRC0809/4.13 A.O.C.B**

- b) Approval of Audited Accounts and Financial Statements

These were produced by the external Auditors, Baker Tilly which were approved by the Finance Committee, Executive and will be presented at the University Finance Committee tomorrow. Council was asked to vote that these were a fair and accurate representation of last year.

Report ratified by Council

**SRC0809/4.5 CORRESPONDENCE AND BUSINESS ARISING THEREFROM**

Nothing to report

**SRC0809/4.6 ELECTIONS (Contd.)**

- a) i. Cactus Convenor Melanie Cottam  
As ratified by Council

**SRC0809/4.7 REPORTS**

**a) Executive Committee Reports:**

- i. **President:** Neil Campbell (additions and questions)
- Although a full report about the SUEI results will be published in April, an interim report should be issued before next SRC.
  - The Handover proposal has highlighted key issues which will be discussed, but not necessarily by a committee

Report ratified by Council

- ii. **Deputy President** (including Jordanhill hours): Nicole McCaffery (additions and questions)

- Anyone who can help with Transform On Tour should contact the Deputy President

When questioned about deputising for clearing publicity, either the President or Vice President Operational & Commercial Services should be contacted

Report ratified by Council

- iii. **Vice President Student Development:** Benedict Docherty (additions and questions)

- Photography competition being held in Collins Gallery with £100-£1,000 to be won.
- Discussed Alumni Fund with Gillian Fletcher, Manager, regarding raising awareness appreciation for availability of funding. Commend report.

Report ratified by Council

- iv. **Vice President Support & Campaigns:** Martin Law (additions and questions)

- Chinese New Year celebration in Vertigo
- Nightline training
- Well Being Fair, 10 February on Pegasus and in the evening the Careers Service have a talk on Surviving the Recession by encouraging volunteering.

When questioned the Vice President Support & Campaigns apologised for lack of committee meetings

Report ratified by Council

- v. **Vice President Operational & Commercial Services:** Philip Wilson (additions and questions)
- SUMSA – Although being pursued, the University is slow to react
  - Liberation Room – Groups updated by email tomorrow
  - Summer Ball – Executive approved of combined event with QMU at 02 Academy. This will be financed by sponsorship from Endsleigh Insurance and the Police. Further information available on request.

Report ratified by Council

- vi. **Sports President:** Campbell Steel (additions and questions)  
Nothing to add to report

Report ratified by Council

- vii. **Convenor of Clubs & Societies:** Claire-Marie Loudon (additions and questions)  
Nothing to add to report

Report ratified by Council

- viii. **Academic Affairs Officer** (additions and questions)
- Congress held on Monday 23 March – details to follow
  - Class reps newsletter sent by email – University have updated data

Report ratified by Council

- ix. **Student Media & Marketing Officer:** Craig McAulay (additions and questions)
- Fusion transmitting Monday to Friday, 1200-1700
  - Vertigo Party planned for 13 February

Report ratified by Council

- x. **Equal Opportunities Officer:** David McDonald (additions and questions)  
The use of pronouns were questioned in the report

Report ratified by Council

- xi. **Jordanhill Officer:** Leigh-Ann Fyfe (additions and questions)  
Nothing to add to report

Report ratified by Council

- xii. **Postgraduate Officer:** Efehi Ubebe (additions and questions)  
Nothing to add to report

Report ratified by Council

**b) Junior Office Bearers Reports:**

No reports submitted

**SRC 0809/4.8 EXECUTIVE EXPENSES**

- Period 4 Salaries increased due to pension plans of Sabbatical Officers  
University pay scale rose by rate of inflation
- Period 5 as issued

Ratified by Council

**SRC 0809/4.9 SABBATICAL HOURS**

- Week commencing 17.11.08
- Week commencing 24.11.08
- Week commencing 01.12.08
- Week commencing 08.12.08
- Week commencing 15.12.08

Reports ratified by Council

**SRC 0809/4.10 EXECUTIVE MEETINGS ATTENDED**

Meeting questioned were:

- Jordanhill – a large portion of time allocated to this placement to allow Executive time to keep in touch
- Executive Meetings – Can be rotated to allow part-time officers, who find it difficult to attend due to classes
- Executive Meeting 12 – Extraordinary meeting called to discuss the Accounts from last year. No part-time officers were available

Report ratified by Council

**SRC 0809/4.11 MOTIONS LYING ON THE TABLE**

- a) A Farewell to the Principal

The Proposer outlined the motion. A proposal from the floor suggested under 'Council Notes' to remove the first clause of Number 4. to read "Professor Hamnett held regular meetings with the Executive members"  
Also under 'Council Believes' to amend Number 1."to read true friend and champion of the student voice for the Students' Association".  
Following a summation the motion went to a vote and was carried

COUNCIL NOTES:

1. That Professor Andrew Hamnett is to retire as Principal of Strathclyde University at the end of February 2009, after eight years in the job
2. That during his eight years at Strathclyde, Professor Hamnet has attended countless events at the Students' Association including the annual Principal's Debate which he chairs
3. That Professor Hamnett has supported the Sports Union throughout his Principalship, most recently by helping the rowing club to buy a new boat
4. That Professor Hamnett has hosted regular meetings with the Executive members
5. That the level 8 meeting rooms are named after past Principals

COUNCIL BELIEVES:

1. That Professor Hamnett has been a true friend of the Association and a champion of the student voice at Strathclyde and should be recognised accordingly

COUNCIL RESOLVES:

1. That Professor Andrew Hamnett shall be made an Honorary Life Member of the University of Strathclyde Students' Association
2. That the Debates Chamber be dedicated to Professor Hamnett
3. That these honours be bestowed upon the Principal after the final of the Debates I.V. on Saturday 7<sup>th</sup> February, where the Principal will be chairing the judging panel

Proposed: Neil Campbell, President  
Seconded: Philip Whyte, Debates Convenor

b) NUS AFFILIATION

Following a speech by the Proposer, the President highlighted that the timing was inappropriate and suggested delaying the motion until next year.

Council voted and the motion fell.

c) STUDENT DENTAL CARE

The Proposer outlined the motion, Council voted and following a summation was carried

COUNCIL NOTES:

1. Students aged 19 or over and in full-time education are not automatically entitled to free dental care
2. Many students working part-time earn little or no more than the national minimum wage
3. At present the minimum student loan provided by SAAS is £890 rising to £4,510 as the maximum and this is of course means tested
4. Receiving dental care can incur large costs

COUNCIL BELIEVES:

1. Ill health can impact upon person's quality of life and therefore their education
2. Dental care is essential to a person's health and therefore quality of life
3. Essential healthcare is a right and not a privilege
4. Students should have wider access to free dental care

COUNCIL INSTRUCTS:

1. The Executive to raise the issue of widening access to free dental care for students at a national level, this should include NUS Scotland and the Scottish Parliament
2. This should be an ongoing campaign for the Association and not restricted to this academic year

Proposed: Benedict Docherty, Vice President Student Development

Seconded: Martin Law, Vice President Support and Campaigns

**SRC 0809/4.12 NUS BUSINESS**

The report submitted by the President was discussed and ratified by Council

**SRC 0809/4.13 A.O.C.B.**

- a) Report on Environmental Policy Compliance

This item will be carried forward to SRC5

**SRC 0809/4.14**

Date of next meeting to be held on Monday 9<sup>th</sup> March 2009 on the Jordanhill Campus. The deadline for all motions, reports and other SRC papers to be submitted is Friday 27 February 2009 at 1700.

Meeting closed at 2145.

**MINUTES OF 5th MEETING OF THE STUDENT REPRESENTATIVE COUNCIL  
6PM, MONDAY 9 March 2009  
Jordanhill, John Anderson Campus**

---

**PRESENT:** Neil Campbell, Nicole McCaffery, Benedict Docherty, Martin Law, Philip Wilson, Campbell Steel, Claire-Marie Loudon, Leigh-Anne Fyfe (late), Chris Majury, Gillian Currah, Philip Whyte, Melanie Cottam, Lorna McWilliams, Audrey Whiteside, Emma Williamson, Miriam Rose (late), Amy Devlin, Nazia Iqbal, Kieran Gillespie, Ralph Kirkwood, Christopher Elsdon, Thomas Fraser, Robin MacDonald, Thomas Young, Robert Harris, Amy Davies, Iain Pullar, Ruth Willis, Ross Bryson, Adam Wagner, Claire Docherty, Will Nelson, Katia Henderson, Siobhan Steele, Fiona McPhail, Benjamin Braidwood

**APOLOGIES:** Craig McAulay, Mihail Colinescu, Victoria Shanks, Michael Douglas, Fiona Bathgate, Emma Gillan, Nicola Martin, Richard Kennedy, Madeleine Farrand, Philip Gallagher, Sarah Peachey, Aimee Cuthbert, Oluseyi Adeyemi, Nicole Martin, Alistair Gilfillan, Paul Cuthbert, Lynsey Duff, Lindsay Cochrane

**LEAVING EARLY:** Robin MacDonald, Fiona McPhail, Benjamin Braidwood

**UNION CHAIR:** Brian Petrie

**IN ATTENDANCE:** Ian McCartney, Al Wilson & Audrey Murray – Chair's Aids and Minute-Taker

---

**SRC0809/5.1 ROLL CALL**

Everyone was welcomed to the meeting of the Student Representative Council by the Returning Officer as the Union Chair had recently resigned.

**SRC0809/5.2 MINUTES of the LAST STATUTORY MEETING & BUSINESS ARISING THEREFROM**

The Minutes were ratified by Council.

**SRC0809/5.3 MINUTES of the 10<sup>th</sup>, 13<sup>th</sup> & 14<sup>th</sup> EXECUTIVE COMMITTEE MEETINGS & BUSINESS THEREFROM**

The Minutes were ratified by Council.

**SRC0809/5.4 AMENDMENTS TO THE CONSTITUTION**

a) Action Groups

Proposed Constitutional Amendment

Following this motion having already been tabled at SRC4, the Proposer gave a speech. A proposal for an alteration was suggested under 'Council Notes' to add Number 4 "Action Group Constitutions are invalid while in conflict with the USSA Constitution" and also to add to 'Council Believes', Number 2 "by altering

the USSA or Action Group Constitution”.

A vote for both amendments was taken and carried.

After a summation by the Proposer, the motion went to a vote and was **passed**.

Council Notes:

1. “Action Groups shall be entitled to agree a constitution of their own that will include specific duties for office bearers within the particular committee” USSA Constitution 3.26.c.
2. That the Association Constitution lists for some Action Groups, Officers of the Association who sit on Action Group Committees
3. Some Action Groups have altered constitutions, bringing them into conflict with the Association Constitution
4. Action Group Constitutions are invalid while in conflict with the USSA Constitution

Council Believes:

1. Constitutions are important documents and due care should be taken to ensure they are upheld, accurate and only amended in line with proper democratic procedures
2. The inconsistencies between Constitutions should be corrected by altering the USSA or Action Group Constitution

Council instructs the Constitution to be amended as follows:

1. Delete from 3.31.a “The President”; “Mature Students Convenor”; “The Postgraduate Officer” “The elected representatives of each of the International students’ societies or groups or a member of the society Nominated by him/her”
2. Add to 3.31.a. “plus members elected in accordance with the International Students’ Group constitution”
3. Delete from 3.37.a “Vice President Support & Campaigns”; “Equal Opportunities Officer”

b) Postgraduate Committee (for notification only)

The motion for the Composition and Remit of the Postgraduate Committee (Amendment of Paragraph 3.21 of the Second Schedule to the USSA Regulations) is being tabled at this SRC for discussion at the next.

## **SRC0809/5.5 CORRESPONDENCE AND BUSINESS ARISING THEREFROM**

Nothing to report

## **SRC0809/5.6 ELECTIONS**

The Returning Officer resigned to allow him to stand for the position of Union Chair. The President was invited to fill this position temporarily.

Robin MacDonald, from the Democratic Services Committee, was invited to fill the position of Acting Returning Officer temporarily.

a) Union Chair:

Two candidates stood for this position: Brian Petrie and Ross Bryson. After an election by secret ballot was taken, Brian Petrie was elected.

Due to the acting Returning Officer having to leave later in the meeting, the recently resigned Returning Officer was invited to cover the remaining elections b) – g).

b) New Junior Office Bearers:

Student Marketing Team Convenor: Paul O'Hare  
Fusion Manager: Amy Devlin

As ratified by Council

c) Ratification of new Ordinary Members of Council

Philip Gallagher  
William Nelson  
Siobhan Steele  
Katia Henderson

As ratified by Council

d) Steering Committee, Supporting Committee & Action Group Elections

i. Democratic Services Committee: Chris Elsdon  
Claire Docherty

As ratified by Council

e) University Committee Elections

When questioned, the Academic Affairs Officer explained the purpose of Faculty Boards

Nomination: Will Nelson

As ratified by Council

f) Results of Executive & NUS Elections 2009 to be held in April

The original Returning Officer included a report to SRC 5 regarding the Referendum, Executive and NUS Conference Elections 2009. He Explained that there were 7 places remaining for NUS National Conference and invited candidates from SRC to stand.

NUS National Conference Delegates: Amy Davies  
Chris Elsdon  
Kieran Gillespie  
Fiona McPhail  
Siobhan Steele  
Efehi Ubebe  
Audrey Whiteside  
Phil Wilson

Due to time constraints for counting votes, the vote results will be delayed until tomorrow. The results will be distributed to all SRC members.

g) Governance Review Referendum Results

Round 1	Open Forum Approach	765
	Academic-Related Approach	380
	Current Structure	524
	The Quota	853
Round 2	Open Forum Approach	946
	Academic-Related Approach	Eliminated
	Current Structure	669
Round 3	Open Forum Approach	<b>ELECTED</b>
	Current Structure	Eliminated

h) The newly-elected Union Chair was invited by the President to take the Chair for the rest of the meeting. The President was thanked for his help and returned to Council.

A vote was taken for the Returning Officer position

Nominated: Robin MacDonald

As ratified by Council

## SRC0809/5.7 REPORTS

### a) Executive Committee Reports:

#### i. President: Neil Campbell (additions and questions)

- Apologised for report being late
- Assurance given that the Association is leaving On Campus As a website provider and an alternative was being sought
- After some questions from SRC members, the President reminded SRC that motions which were raised, debated and passed at AGM are not for further discussion at SRC

Report ratified by Council

#### ii. Deputy President (including Jordanhill hours): Nicole McCaffery (additions and questions)

- Report meets Standing Policy
- Apologised for poster wrongly quoting the time of the St Patrick's night event. It should read 3pm – 3am

When questioned about the AGM and Transform, the Deputy President stated it had been a very successful campaign involving months of planning which encouraged the Executive to be visible around campus in many locations. Help also came from Staff and PR Staff.

When questioned about the attendance at the AGM being due to a controversial motion, the Deputy President explained that other motions of this nature had been presented in the past, but had failed to be quorate.

The question was raised about vandalism of election posters. Vice President Operational & Commercial Services asked for any evidence or witnesses of the vandalism, only then can discipline action be taken.

Report ratified by Council

#### iii. Vice President Student Development: Benedict Docherty (additions and questions)

- Apologised for report wrongly quoting 4<sup>th</sup> instead of 5<sup>th</sup> SRC
- Efforts will be made to increase attendance at Jordanhill
- University Challenge all day trials planned for 16 March at Jordanhill and John Anderson Campus. 4 regular students and 1 extra on team. Students have to be currently at University when the programme is broadcast in 2010. Programme recorded in Manchester in June or July this year
- Working on Student Congress

Report ratified by Council

iv. **Vice President Support & Campaigns:** Martin Law (additions and questions)

- Book Trader proved worthy to be held over 2 Semesters. Advertising similar to Semester 1
- Green Week Mk 2 being worked on. Environment survey being worked on by the University for the next academic year. Additional help required.
- Week 11 campaign planned for Mental Health, involving Welfare volunteers and the Students with Disabilities Convenor

Report ratified by Council

v. **Vice President Operational & Commercial Services:** Philip Wilson (additions and questions)

- Apologised for his late submission of report – this was due to the Sound Impact Awards inspection which took place on Friday
- Alternative laptop to be used in the Scene for broadcasting Fusion Radio. Vice President Operational & Commercial Services Officer asked to be made aware of any changes

Report ratified by Council

vi. **Sports President:** Campbell Steel (additions and questions)

- Apologised for report being late

Report ratified by Council

vii. **Convenor of Clubs & Societies:** Claire-Marie Loudon (additions and questions)

- Apologised for report being late
- Clubs who attended the AGM to be contacted

Report ratified by Council

viii. **Academic Affairs Officer** (additions and questions)

- Attended QMC
- Student Congress – places available for Class or Faculty Reps. Day off sanctioned by Principal to attend 23 March.
- Communications dealing with publicity. Further details on the website: [www.strathstudents.com/congress](http://www.strathstudents.com/congress)
- Class Reps training to be arranged once contact details available

Report ratified by Council

ix. **Student Media & Marketing Officer:** Craig McAulay (additions and questions)

Report submitted, but absence apologies given

Report ratified by Council

- x. **Equal Opportunities Officer:** David McDonald (additions and questions)

Nothing to add  
Report ratified by Council

- xi. **Jordanhill Officer:** Leigh-Ann Fyfe (additions and questions)

- Attended Education Faculty Board

Report ratified by Council

- xii. **Postgraduate Officer:** Efehi Ubebe (additions and questions)

- Posts available on the Postgraduate Committee due to resignations

Report ratified by Council

**b) Junior Office Bearers Reports:**

CACTUS report was ratified by Council

Recently-resigned Returning Officer report was ratified by Council

**SRC 0809/5.8 EXECUTIVE EXPENSES**

The President apologised for these not being available, but have already been cleared through the Finance Committee. These will be sent out to SRC members tomorrow.

**SRC 0809/5.9 SABBATICAL HOURS**

- Week commencing 26.01.09
- Week commencing 02.02.09
- Week commencing 09.02.09
- Week commencing 16.02.09

Reports ratified by Council

**SRC 0809/5.10 EXECUTIVE MEETINGS ATTENDED**

It was noted that the meetings were generally attended by mainly Sabbatical Officers with very few non-Sabbatical Officers present. An effort will be made to accommodate the part-time officers in the forthcoming meetings.

Report ratified by Council

## **SRC 0809/5.11 MOTIONS LYING ON THE TABLE**

### a) Solidarity with Singh

The Proposer gave a short speech. Following 4 amendments which were voted on and passed, there was a final summation, a vote taken and the motion **passed**.

#### Council Notes:

1. Gurjit Singh was President of USSA in year 2007/08 and is the current past president of USSA
2. All previous presidents have their name on display in the Andrew Hamnett Debates Chamber
3. Gurjit Singh is the current President of NUS Scotland
4. NUS Scotland will elect a President at NUS Scotland conference
5. Gurjit Singh is against Liam Burns for the Presidency of NUS Scotland

#### Council Believes:

1. Strathclyde has greater knowledge of Gurjit Singh than those of Liam Burns
2. This knowledge is overwhelmingly positive
3. In his role as NUS Scotland President, Gurjit Singh has led a more efficient and effective SEC
4. Gurjit is the best candidate for NUS Scotland President

#### Council Instructs:

1. All NUS Scotland delegates to vote for Gurjit Singh as first preference for NUS Scotland President at NUS Scotland Conference 2009

Proposed: Ross Bryson  
Seconded: Michael Douglas

### b) An End to Party Politics in Union Elections

A speech and summation was given by the Proposer. A vote was taken and the Motion **fell**.

**SRC 0809/5.12 NUS BUSINESS**

- a) Women's Conference 2009  
The Deputy President gave a brief verbal report will give more details at SRC
- b) NUS Scotland is holding a Governance Review and a sent consultation document has been received by the President. More details will emerge over the coming months.

**SRC 0809/5.13 A.O.C.B.**

- i. The issue of motions passed at the recent AGM was raised, but since a decision had been made nothing more could be resolved – it was now up to the Executive to action them.
- ii. Clarification was given of the delegation going to the NUS Scotland Conference 2009:

The President  
Deputy President  
Kieran Gillespie  
Emma Gillan  
Philip Whyte

**SRC 0809/5.14**

Date of next meeting to be held on Monday 30th March 2009 in the Andrew Hamnett Debates Chamber, Level 6. The deadline for all motions, reports and other SRC papers to be submitted is Friday 20<sup>th</sup> March 2009 at 1700.

Meeting closed at 2130

**MINUTES OF 6th MEETING OF THE STUDENT REPRESENTATIVE COUNCIL**  
**5.45PM, MONDAY 30 March 2009**  
**Andrew Hamnett Debates Chamber, Level 6, The Union**

---

**PRESENT:** Neil Campbell, Nicole McCaffery, Benedict Docherty, Martin Law (late), Philip Wilson, Claire-Marie Loudon, Leigh-Anne Fyfe, Gillian Currah, Philip Whyte, Amanda Hamilton, Kelley Temple, Robin MacDonald, Audrey Whiteside, Emma Williamson, Amy Devlin, Mihail Calinescu, Kieran Gillespie, Dina El Tibey, Laura Fraser, Christopher Elsdon, Robert Harris, Amy Davies, Alistair Gilfillan, Iain Pullar, Jan Doherty, Ross Bryson, Adam Wagner, Claire Docherty, Will Nelson, Katia Henderson, Siobhan Steel, Benjamin Braidwood, Charles Okpala, David Bremner

**APOLOGIES:** Campbell Steel, Gurjit Singh, Miriam Rose, Tom Fraser, Fiona Bathgate, Lorna McWilliams, Aimee Cuthbert, Nicole Martin, Ross Callum, Thomas Young, Victoria Shanks, Patrick McAleer, Melanie Cottom, Ruth Wills, Nazia Iqbal, Sarah Petrie, Khor Yee Shin, Paul Clifford, Lynsey Duff, Miriam Rose

**LEAVING EARLY:** Chris Majury, Sachindra Sahu, Zoe Keown

**UNION CHAIR:** Brian Petrie

**IN ATTENDANCE:** Ian McCartney, Al Wilson & Audrey Murray – Chair's Aids and Minute-Taker

---

**SRC0809/6.1 ROLL CALL**

Everyone was welcomed to the meeting of the Student Representative Council by the Union Chair.

**SRC0809/6.2 MINUTES of the LAST STATUTORY MEETING & BUSINESS ARISING THEREFROM**

i. 5.6 e) Minute should read Education Faculty

The Minutes were ratified by Council.

**SRC0809/6.3 MINUTES of the 15th EXECUTIVE COMMITTEE MEETINGS & BUSINESS THEREFROM**

The Minutes were ratified by Council

#### **SRC0809/6.4 AMENDMENTS TO THE CONSTITUTION**

- a) Composition and Remit of the Postgraduate Committee  
(Amendment of Paragraph 3.21 of the Second Schedule to the  
USSA Regulations)

The Proposer gave a speech in favour of the motion. An alteration from the Democratic Services Committee was proposed.

A procedural motion 4.59 (i) was suggested for Items 1-4 and 7. Items 5 & 6 should be dealt with separately. A vote was taken and **passed**.

The Democratic Services proposer gave a summation of Items 1-4 and 7, a vote was taken and **passed**.

A summation was given for Items 5 and 6. A vote was taken and **fell**.

The President proposed a substantive motion following the above amendments  
A summation was given, followed by a vote. The motion **passed**.

#### Council Notes:

1. That the Constitution of the University of Strathclyde Students' Association provides for the membership composition of the Postgraduate Committee
2. That four different attempts to convene a meeting of the Committee, 2008–09, failed because a quorum could not be reached
3. That the membership of the Committee is drawn from the Postgraduate Halls of Residence from Postgraduate membership of Council, as well as some Executive members
4. That the relevant sub-paragraph headers, as provided in the Regulations, are misaligned

#### Council Believes:

1. That for the Committee to exist as a viable postgraduate support structure, its scope of actual representation should be broadened to include the greater proportion of postgraduates.
2. That the effectiveness of the Committee would be greatly enhanced if it is poised to provide a fairly representative level of support and services to the postgraduate body as a whole.
3. That there would be benefit to the Students' Association and the University as a whole if a clearly defined mechanism, for receiving and acting on the issues and feedback obtained from postgraduate students, is created.

#### Council Instructs:

1. One Postgraduate representative from each faculty of the University and one from the Jordanhill Campus, to be elected from Council. One Postgraduate from each of the Postgraduate Halls of Residences – Andrew Ure, Patrick Thomas Court and James Goold Hall, to be elected from the relevant Halls Committees.

2. That the remit of the Committee as provided in sub-paragraph 3.21.b is further defined by inserting the provision:

*'The production of a postgraduate events programme at the start of each tenure; the administration, in conjunction with the University Postgraduate Research Office, of the Postgraduate Network – which is to provide a structural link between the Committee and the general postgraduate body'.*

3. That the word 'Meetings' is deleted from sub-paragraph 3.21.b and inserted after the expression "3.21.c" in sub-paragraph 3.21.c.
4. That the word 'Remit' is inserted after the expression "3.21.b" in sub-paragraph 3.21.b to replace the word "Meetings".

Proposer: Efehi Ubebe, Postgraduate Officer  
Seconder: Adam Wagner

#### **SRC0809/6.5 CORRESPONDENCE AND BUSINESS ARISING THEREFROM**

Nothing to report

#### **SRC0809/6.6 ELECTIONS**

- a) Ratification of new Junior Office Bearers:  
As ratified by Council
- b) Ratification of new Ordinary Members of Council  
New SRC members (all Postgraduate Students):  
Muhammad Anas  
S.M. Islam  
El Tibey  
Charles Okpala  
As ratified by Council
- c) Steering Committee, Supporting Committee & Action Group Elections  
Equal Opportunities: Charles Okpala  
Amy Devlin  
As ratified by Council
- d) University Committee Elections  
As ratified by Council

## SRC0809/6.7 REPORTS

### a) **Executive Committee Reports:**

#### i. **President:** Neil Campbell (additions and questions)

- Attended Student Congress which was very successful
- Attended SPARQS, which highlighted the necessity for Class Reps and their training
- Attended QAA with the University to discuss ELIR
- Had positive discussions with the Principal regarding the AGM Motions

The question regarding Professional Services was raised. The President highlighted that the University were under-going a similar process to the Association Governance Review through SEC, with a review in two months.

The President will issue a report to SRC regarding discussions at Congress of the AGM Motions.

When questioned about top-up fees, the President said the current University policy did not endorse these, but it was dependant on the decision in England, as solidarity was needed.

With regard to Timetabling for each department, it was necessary for the University to buy software to enable shared information.

The President highlighted that the design brief regarding art work for the Feedback Campaign posters should be available Week 10 or 11.

With regard to the Modern Language restructuring, the President explained that it was necessary for communication between Students and Staff to be open and honest to help bridge the gap which existed at the moment. There was also scope for student involvement in departmental reviews.

Capex was questioned and following an audit which has to be completed, a planned expenditure of £60k would be spent on a new IT System.

The next stage of the Governance Review is being planned

The University grant figure was wrongly quoted at the Finance Committee, therefore the budgets could not be signed off, but this will be amended by SRC 7.

Report ratified by Council

#### ii. **Deputy President** (including Jordanhill hours): Nicole McCaffery (additions and questions)

- Apologised for a shortened report

Any website issues should be emailed to the Deputy President for her to action.

When questioned about SRC Communications and Marketing and how to reach students, the Deputy President highlighted her attendance at the McCance building and the posters giving information. A suggestion was made for students seeking more information to join the committee.

SRC Archive Minutes and documents are bound and held on Level 10

When questioned about attendance at Jordanhill, the Deputy President apologised for the lack of hours, knowing that it was mandatory, but explained that this was due to illness and other Executive commitments. Each Executive Officer had to offer their own explanation for non-attendance.

Report ratified by Council

iii. **Vice President Student Development:** Benedict Docherty (additions and questions)

- Explained lack of attendance at Jordanhill due to other Executive commitments
- Encouraged Junior Office Bearers to submit reports for next SRC, which were mandatory
- Attended Student Development Committee to discuss the policy documents with Convenors
- Liaise with the Jordanhill Officer regarding the Education Faculty Board
- Plan to attend Clubs AGM on 17 April at 3pm to discuss possible funding guidelines for applications
- Help to organise training for SRC Groups regarding budgets prior to summer
- Marks of the University Challenge papers will be issued soon to the 24 participants

Report ratified by Council

iv. **Vice President Support & Campaigns:** Martin Law (additions and questions)

- Apologised for lack of attendance at Jordanhill, but plans to go in the future

When questioned, listed events for Green Week, as indicated on the posters, when questioned

Report ratified by Council

v. **Vice President Operational & Commercial Services:** Philip Wilson (additions and questions)

- Cancelled attendance at the NUS National Conference due to hospital appointment
- Jordanhill attendance missed due to Summer Ball prep, but plan to attend to sell Summer Ball tickets

When asked, the Vice President Operational & Commercial Services plans a Banghra Night at Jordanhill on 24 April '09 in aid of funds for RAG and Oxfam.

Other events to be confirmed for either September or November

Through Capex funding, new furniture is planned for the Lounge

No indication yet as to the quantity of ticket sales for the Summer Ball. There may be an extension to the date of the £15 tickets, but this will be monitored.

Report ratified by Council

vi. **Sports President:** Campbell Steel (additions and questions)

In the Sports President's absence, the Deputy President highlighted that there had been contested elections at the Sports AGM. Details will be given at the next SRC.

Report ratified by Council

vii. **Convenor of Clubs & Societies:** Claire-Marie Loudon (additions and questions)

Due to no report being submitted, a motion of censure was given by the Union Chair.

- Apologies given due to illness and pressure of University workload
- Chaired various committee meetings
- Dealt with Group budgets

Report ratified by Council

viii. **Academic Affairs Officer** (additions and questions)

- Organised Student Congress, with an attendance of 52 delegates, offering positive feedback, as well as from the University. When questioned about the cost, both the Association and University contributed £1500 each. A report of the event will be submitted to SRC 7.

When questioned, the Academic Affairs Officer clarified that Spider and Pegasus would merge at some point

Report ratified by Council

- ix. **Student Media & Marketing Officer:** Craig McAulay (additions and questions)

Nothing to add to report

Report ratified by Council

- x. **Equal Opportunities Officer:** David McDonald (additions and questions)

When questioned about the Pole Dancing motion to be discussed later in the Agenda, the Equal Opportunities Officer quoted two relevant Entertainment clauses from the Constitution; 4.1 a) and 4.2 a)

When asked why there had been no Equal Opportunities Meeting regarding the Liberation Room Rules and Star Awards, the Equal Opportunities Officer suggested speaking to the Vice President Student Development, but would look into a date prior to SRC 7.

Report ratified by Council

- xi. **Jordanhill Officer:** Leigh-Ann Fyfe (additions and questions)

When asked about the bus travel data being collated the Jordanhill Officer alone, without the help of any committee members, had interviewed Students which had been made more difficult due to placements.

The question of campus maintenance was raised, since no date of transfer had been given. The Jordanhill Officer had spoken to the Dean of Education raising the above concerns. The President mentioned there was a delay with the final approval date, but there may be a decision in May.

The Jordanhill Officer and Deputy President were jointly trying to resolve the problem of centralised space for lunches. They had been met with a lack of co-operation regarding cleaning, but it was an on going debate.

Report ratified by Council

- xii. **Postgraduate Officer:** Efehi Ubebe (additions and questions)

Nothing to add to report

Report ratified by Council

**b) Junior Office Bearers Reports:**

None submitted

As stated by the Vice President Student Development, all Junior Office Bearers have to submit reports by SRC 7

**SRC 0809/6.8 EXECUTIVE EXPENSES**

Period 5 (up to 28 December 2008)

Period 6 (up to 25 January 2009)

Period 7 (up to 22 February 2009)

These have already been approved at the Finance Committee and Executive Committee

Reports ratified by Council

**SRC 0809/6.9 SABBATICAL HOURS**

Week commencing 23 February

Week commencing 2 March

Week commencing 9 March

Suggestion was made to the Deputy President that the core hours of 1000-1600 should be considered for working hours in the future. The Deputy President would take this comment on board in the future.

Reports ratified by Council

**SRC 0809/6.10 EXECUTIVE MEETINGS ATTENDED**

Nothing to add

Report ratified by Council

**SRC 0809/6.11 MOTIONS LYING ON THE TABLE**

**a) Counselling For Counsellors**

The Proposer gave an opening speech, which was followed by a lengthy discussion. A procedural motion SO.4.59 (c) for a vote was proposed and voted on, but **fell**.

Various amendments were suggested and to allow time for consideration, a recess was given.

Following the recess, a procedural motion SO.4.59 (g) was proposed to re-present at SRC 7. A vote was taken and **passed**.

A point of information SO.4.55 (a) was raised. A count was taken and found the meeting **In Quorate**.

The meeting closed at 1945.

**SRC 0809/6.12**

Date of next meeting to be held on Monday 27<sup>th</sup> April 2009 in the Andrew Hamnett Debates Chamber, Level 6, 5.45pm. The deadline for all motions, reports and other SRC papers to be submitted is Friday 17<sup>th</sup> April 2009 at 1700.

**MINUTES OF 7th MEETING OF THE STUDENT REPRESENTATIVE COUNCIL**  
**5.45PM, MONDAY 27 April 2009**  
**Vertigo, Level 8, The Union**

---

**PRESENT:** Neil Campbell, Nicole McCaffery, Benedict Docherty, Martin Law (late), Philip Wilson, Campbell Steel, Craig McAulay, Efehi Ubebe (late), Philip Whyte, Amanda Hamilton, Kelley Temple, Robin MacDonald, Audrey Whiteside, Emma Williamson, Amy Devlin, Kieran Gillespie, Laura Fraser, Christopher Elsdon, Thomas Fraser, Robert Harris, Amy Davies, Iain Pullar, Jan Doherty, Ross Bryson, Katia Henderson, Siobhan Steel, Benjamin Braidwood, Charles Okpala (late)

**APOLOGIES:** Chris Majury, Leigh-Anne Fyfe, David McDonald, Gillian Currah, Adam Wagner, Claire Docherty, Will Nelson, Miriam Rose, Sarah Peachey, Zoe Keown, Lynsey Duff, Victoria Shanks, Nicola Martin, Ruth Wills, Thomas Young, Fiona Bathgate, Amy Cuthbert, Ross Callum, Alistair Gilfillan, Lorna Williamson, Melanie Cottom, Emma Gillan

**LEAVING EARLY:** Claire-Marie Loudon, Albert Khor, Fiona McPhail

**UNION CHAIR:** Brian Petrie

**IN ATTENDANCE:** Ian McCartney, Al Wilson & Audrey Murray – Chair's Aids and Minute-Taker

---

Due to the quantity of business to be dealt with following an Inquorate SRC 6, the Union Chair proposed a 9pm guillotine for this meeting and the remaining items to be dealt with at an Emergency SRC to be held on 7 May. A vote was taken and **agreed**.

**SRC0809/7.1 ROLL CALL**

Everyone was welcomed to the meeting of the Student Representative Council by the Union Chair.

**SRC0809/7.2 MINUTES of the LAST STATUTORY MEETING & BUSINESS ARISING THEREFROM**

The Minutes were ratified by Council.

**SRC0809/7.3 MINUTES of the 16th and 17<sup>th</sup> EXECUTIVE COMMITTEE MEETINGS & BUSINESS THEREFROM**

The Minutes were ratified by Council

**SRC0809/7.4 AMENDMENTS TO THE CONSTITUTION**

None

**SRC0809/7.5 CORRESPONDENCE AND BUSINESS ARISING THEREFROM**

Nothing to report

**SRC0809/7.6 ELECTIONS**

- a) Junior Office Bearers
  - i) International Convenor No nominations
  - ii) Environmental & Ethical Convenor No nominations
  - iii) Returning Officer Robin McDonald
  - Ratified by Council
  - iv) Union Chair No nominations
  
- b) New Junior Office Bearers
  - Cactus Convenor Melanie Cottom
  - Debates Convenor Katia Henderson
  - Events Team Convenor Sophie Gibson
  - RAG Convenor Claire Docherty
  - Fusion Manager Amy Devlin
  - SWD Officer Audrey Whiteside
  - Telegraph Editor Ross Garner
  - Training Team Convenor Lynsey Duff
  - Women's Officer Janel Muir
  - All as ratified by Council
  
- c) Honorary President
  - Nominations to be presented in time for ESRC

## SRC0809/7.7 REPORTS

### a) **Executive Committee Reports:**

#### i. **President:** Neil Campbell (additions and questions)

Attended SEC which discussed: Governance Review paper  
Student Congress  
Improved database of Class Reps

Attended NUSSL where the Association is part of the Key Partner Programme, involving free stock being used for promotions. Due to the recession not all Student Unions were selling at discounted prices. This process is evaluated by a 3<sup>rd</sup> party for retrospective discount. The Strathclyde delegation highlighted the unfairness of the situation.

When asked about the Referendum the President explained that the Executive would remain impartial, but promote the event. When it came to voting that was a personal decision.

With regard to SUEI, the President explained that Strathclyde Students' Union was the first to be assessed in Scotland, with an evaluation taken over two years towards Bronze, Silver or Gold. Unfortunately it failed to achieve an award, but will be re-assessed at the end of the year. The work done for the Governance Review has been useful along with the new proposed structures.

#### **Action                    The President to circulate SUEI report**

The President highlighted that there was a proposed meeting in the next two weeks for the NUS Governance Review

When asked about the University pay negotiations £7 million shortfall, the President highlighted that this would be addressed through early retention and redundancies.

Report ratified by Council

#### ii. **Deputy President** (including Jordanhill hours): Nicole McCaffery (additions and questions)

Jordanhill report issued covers the period until 17 April, with a two week Easter break. Executive attendance has improved.

When asked about a monthly email to students, the Deputy President mentioned that this was under negotiation with the University.

Report ratified by Council

- iii. **Vice President Student Development:** Benedict Docherty (additions and questions)

Attended Jordanhill on 21 April  
Preparation work for Motions

Report ratified by Council

- iv. **Vice President Support & Campaigns:** Martin Law (additions and questions)

Nothing to add

Report ratified by Council

- v. **Vice President Operational & Commercial Services:** Philip Wilson (additions and questions)

Attended NUSL which discussed:      International Students  
   Mature Students

Involved in meeting regarding Young Scot matriculation cards, Stage 2 of which will be an expanded trial on the East coast, taking a further three years to implement.

Tickets not selling as well as anticipated for the Summer Ball. It has been well promoted, but in the event of a cancellation contingencies are in place, with a review taking place at the end of the week.

Report ratified by Council

- vi. **Sports President:** Campbell Steel (additions and questions)

Attendance at Jordhanhill was cancelled due to SUEI meeting

Report ratified by Council

- vii. **Convenor of Clubs & Societies:** Claire-Marie Loudon (additions and questions)

Nothing to add

Report ratified by Council

- viii. **Academic Affairs Officer** (additions and questions)

Nothing to add

Report ratified by Council

- ix. **Student Media & Marketing Officer:** Craig McAulay (additions and questions)

Nothing to add

Report ratified by Council

- x. **Equal Opportunities Officer:** David McDonald (additions and questions)

The question was asked in the Equal Opportunities Officer's absence why there had been no Committee Meeting. It was highlighted that there was a proposed meeting on Wednesday.

Report ratified by Council

- xi. **Jordanhill Officer:** Leigh-Ann Fyfe (additions and questions)

The Union Chair did not impose a censure due to no report being submitted

- xii. **Postgraduate Officer:** Efehi Ubebe (additions and questions)

Nothing to add

Report ratified by Council

**b) Junior Office Bearers Reports:**

Training Team Convenor	Lynsey Duff
International Convenor	Khor Yee Shin (Albert)
RAG Convenor	Gillian Currah
Women's Officer	Kelley Temple
Events Convenor	Emma Williamson
Halls Convenor	Paul Clifford
ASK Convenor	Lorna McWilliams
SWD Convenor	Audrey Whiteside
Union Chair	Brian Petrie
LGBT Convenor	Amanda Hamilton

Since MSA failed to submit a report the Union Chair imposed an automatic censure

**SRC0809/7.8 EXECUTIVE EXPENSES**

Period 8 (up to 22 March '09)

These have already been approved at the Finance Committee and Executive Committee

Reports ratified by Council

**SRC0809/7.9 SABBATICAL HOURS**

Week commencing 16 March

Week commencing 23 March

Week commencing 30 March

Week commencing 6 April

Reports ratified by Council

**SRC0809/7.10 EXECUTIVE MEETINGS ATTENDED**

Nothing to add

Report ratified by Council

**SRC0809/7.11 MOTIONS LYING ON THE TABLE**

There was a procedural motion requesting to consider Motion d) *Jordanhill Graduations* first. A vote was taken but **fell**

The order of Motions reverted back as the Agenda

a) **Counselling For Counsellors**

The Vice President Support & Campaigns presented the motion. Following discussion and a summation a vote was taken.

The vote **passed**

**COUNCIL NOTES**

1. The existence of SACS, the Student Advisory and Counselling Service, a confidential service for UK undergraduate and postgraduate students at the University of Strathclyde, available at any time during a student's university career;

2. That students undertaking counselling courses are afforded equal access to SACS only in “times of crisis”;

This is due to outdated policy within SACS, whereby access was denied to counselling students as some courses required students to receive 40 hours of “personal therapy” and it would have been impossible for the service to give counselling student this level of therapy. This is no longer the case; however, the policy within SACS remains;

3. Counselling students have raised a formal complaint with Peter West, Secretary to the University; which was dismissed and is currently under-going appeal;
4. A number of counselling students are currently being denied counselling services from SACS.

#### COUNCIL BELIEVES

1. That students undertaking counselling courses should be granted as much access to SACS as all other students;

#### COUNCIL RESOLVES

1. To support the counselling students’ complaint;

#### COUNCIL INSTRUCTS

1. VPSC to act further if complaint does not achieve a satisfactory result;
2. To delete this motion/standing policy if complaint is upheld

Proposed by: Martin Law, Vice President Support and Campaigns

Seconded by: Benedict Docherty, Vice President Student Development

#### b) **Giving the right impression**

The Deputy President presented this motion. Following extensive debate a summation was given and a vote taken.

The vote **passed**

#### COUNCIL NOTES

1. The Students’ Association has held ‘Pole Dancing’ Competitions in previous years

2. There are videos of these events on the internet
3. There have been complaints about these events and its promotion in the past
4. That USSA has a commitment to Equal Opportunities

#### COUNCIL BELIEVES

1. That our Association needs to be trying harder to engage more of our Student body
2. That promoting events like our previous 'Pole Dancing' Competition may give students the wrong impression of their Student Union

#### COUNCIL RESOLVES

1. To mandate the current Executive and future incoming Executives to ensure that Pole Dancing events are not run by our Commercial Services Department

Proposed by: Nicole McCaffery, Deputy President

Seconded by: Amy Davies, Deputy President-elect

- c) **Executive presence on campus out of the Union building, including proposed Amendment by the Democratic Services Committee**

The Proposer accepted the Amendments presented. Following a summation a vote was taken.

The vote **passed**

#### COUNCIL NOTES

1. Standing Policy 'Officers out of offices' <sup>1</sup> which aims to increase Executive transparency
2. The general Executive duties include ensuring familiarity with the issues that affect students, encouraging participation (in AGM, SRC) and be available to all USSA members <sup>2</sup>
3. The existence of a staff newsletter, USSay, in which the Executive has the option of some input

#### COUNCIL BELIEVES

1. The more students know about what is going on in the Association and realise that their participation is appreciated, the more likely they will want to get involved
2. As well as having an 'open' office the Executive need to meet students where they are rather than expect students to find them
3. An Executive newsletter could be used as a vital tool for communicating Executive activities, raising awareness of student issues and information on how to get involved in student activities (as per each officers remit)
4. A recognisable Executive presence in key student areas on campus (eg Library lobby) would mean the Executive are available to students
5. This will allow an increase their familiarity of the issues that affect students
6. Furthermore, this would encourage student participation in the Association – especially to those students who rarely use the Union

#### COUNCIL INSTRUCTS

1. To mandate the Executive to start an Executive newsletter circulated to the entire university no less than once a month
2. To mandate the 6 sabbatical officers to commit to 'out of office – on campus' hours as reasonable within their duties
3. The Executive to come up with reasonable guidelines on what to do in these 'out of office – on campus' hours, which will be a combination of effective use of officers time, speaking with USSA members and promotion of USSA

Proposed by: Amy Davies, Deputy President-elect

Seconded by: Philip Whyte, President-elect

<sup>1</sup> Union Standing Policy (page 147) 3<sup>rd</sup> Statutory Meeting of Council 10<sup>th</sup> December 2007

<sup>2</sup> USSA Constitution 6.1 i,g,v

#### d) **Jordanhill Graduations, plus proposed Amendment**

Following the presentation of the Motion and amendment and a summation, a vote was taken.

The vote fell

e) **Peace in Sri Lanka**

The Proposer presented the motion, but was asked to accept an amendment, which it was. A summation was given and a vote taken.

The vote **passed**

**COUNCIL NOTES**

1. That the civil war in Sri Lanka has left the Tamils deprived of their human, civil, political, economic, social and cultural rights by the Sinhalese
2. In particular, council notes the denial of the Tamil people's right to self-determination – the right of the people to decide how they want to be governed, without the influence of any other peoples;
3. Many innocent Sri Lankans have died as a result of the country's civil war

**COUNCIL BELIEVES**

1. That the Tamil and Sinhalese peoples of Sri Lanka should have equal rights;
2. The Tamils should be given the right to self-determination;
3. That either of the above results would be a major step towards ending the violence in Sri Lanka
4. That the Tamil Tigers do not speak for the Tamils of Sri Lanka

**COUNCIL RESOLVES**

1. To support all non-violent action taken by the Tamils in their struggle for peace, equal rights and the right to self-determination;
2. To condemn all violent action taken by the Tamil Tigers and the Sri Lanken Government

**COUNCIL INSTRUCTS**

1. VPSC/President to contact NUS, local MPs and the Prime Minister (?) voicing our collective concerns about the situation in Sri Lanka and put pressure on those in power to address the above concerns
2. VPSC to liaise with Jim Wilson, International Student Adviser, in order to contact Sri Lankan students at Strathclyde who may wish to be involved in forming a "Peace in Sri Lanka" society

Proposed by: Martin Law, Vice President Support & Campaigns

Seconded by: Benedict Docherty, Vice President Student Development

f) **Swimming Pool Access**

The motion was presented, followed by a summation and vote.

The vote **passed**

COUNCIL NOTES

1. Currently there are three Sports Union Clubs that use the Centre for Sports and Recreation Swimming Pool at Strathclyde
2. There is a new Lifesaving Club on trial affiliation of the Sports Union that also needs access to the Swimming Pool
3. That the Lifesaving Club are only being offered time in the Swimming Pool to the detriment of the other Sports Union Clubs

COUNCIL BELIEVES

1. That more time should be allocated for the current Sports Union Clubs to use the Swimming Pool
2. Time should be allocated for the new Lifesaving Club to use the pool but not the detriment of the currents Sports Clubs

COUNCIL INSTRUCTS

1. Executive to lobby the University to increase access to the Swimming Pool for Sports Union Clubs

Proposed by: Campbell Steel, Sports President

Seconded by: Nicole McCaffery, Deputy President

g) **No Minimum Pricing in the Union**

Following a speech from the Proposer and amendments, a vote was taken.

The vote **fell**

A Procedural Motion was called for asking that SRC0809/7.11 i) be presented next. A vote was taken and **passed**

h) **Updating Equal Opportunities**

The Deputy President spoke on behalf of the Equal Opportunities Officer proposing SO.4.59 g) move the Motion to the Extraordinary SRC.

A vote was taken and **passed**

i) **Emergency Motion to SRC 7: Student Representation at all Levels of University Decision-Making**

The President proposed this Motion and following a summation and vote, was unanimously **passed**

SRC NOTES

1. That currently, the students' association is represented at the highest level of the university's decision making structures, including but not limited to: Court, Senate, University Management Committee, Academic Policy Committee, Quality Monitoring Committee and Student Experience Committee
2. That the university is currently undergoing a review of its decision-making structures, with a report going to tomorrow's meeting of UMC;
3. That these proposals include merging the student experience committee (5 student members) with the academic policy committee (2 student members) to create an academic strategy committee, with student membership numbers yet to be confirmed'
4. That the proposals seek to replace the University Management Committee (USSA President attends) with the University's Executive team and a Governance Group, the powers and membership of which is yet to be confirmed.

SRC BELIEVES

1. That steps to improve the speed of the decision-making process with the University of Strathclyde are welcomed in so far as they will help USSA to achieve change for your members more quickly;
2. That whilst the Student Experience Committee has shown itself to lack clarity of purpose and effective decision-making power, it is nevertheless the only formal channel by which USSA can bring its agenda to the university's recognised decision-making structures
3. That the newly created Governance Group will likely have far-reaching powers in setting the agenda for Court and questioning decisions of the Executive Team, many of which will have direct implications towards the students of Strathclyde

4. That having student representation at every level of the University's decision-making structure is a right that students fought hard for, and that excluding students from these discussions must always be the exception, not the rule.

#### SRC RESOLVES

1. That the President, armed with this motion, demands that UMC offer concrete assurances and a recommendation to Court that USSA retains a seat at every decision-making table where the decisions taken will have an impact on the lives of students
2. That should these assurances not be forthcoming, that the Principal is asked to write an open letter to all Strathclyde students, explaining to them why they are no longer being offered a say in the decisions that affect them

Proposed by: Neil Campbell, President

Seconded by: Nicole McCaffery, Deputy President

#### **SRC0809/7.12 NUS BUSINESS**

- a) Deputy President's report on NUS UK Women's Conference 2009  
As ratified by Council
- b) Presidents report on NUS Scotland Conference 2009  
The question was asked why the President-elect did not arrive in time to register to vote. The President-elect explained and apologised.  
As ratified by Council
- c) Report from NUS UK  
The President will submit a report in time for ESRC

**SRC0809/7.13 HONORARY LIFE MEMBERSHIPS**

The list presented for consideration is:

1. Claire Loudon
2. Amanda Hamilton
3. Martin Harvey
4. Campbell Steel
5. Phil Wilson
6. Martin Law
7. Eamonn McKnight
8. Lisa Fagan
9. Lorna McWilliams
10. Rachel Crombie
11. Ben Docherty
12. Craig Millar
13. Brian Petrie
14. Emma Williamson
15. Laura Fraser
16. Kelly Liu
17. Darren Matthews

Other names proposed verbally were:

1. Charlene Chung
2. David Bremner

As ratified by Council

**SRC0809/7.14 POLICY LAPSE**

- |     |  |                                 |
|-----|--|---------------------------------|
| i)  | Disabled Access to the Association                               | Council to <b>lapse</b> policy  |
| ii) | Facilities for the Hearing Impaired Students in Lecture Theatres | Council to <b>retain</b> policy |

**SRC0809/7.15**

Date of next meeting to be held on Thursday 7 May at 5.45pm in Vertigo. Only the business listed below which was on the Agenda for SRC 7 and did not get discussed will be dealt with at the Emergency SRC meeting:

- Election of Honorary President
- Motion – Updating the Equal Opportunities Policy
- Report – NUS National Annual Conference 2009
- Policy due to lapse
- Fusion Constitution
- Association Budget 2009-10
- SRC & Elections Timetable 2009-10

Meeting closed at 21.00

**MINUTES OF THE EMERGENCY STUDENT REPRESENTATIVE COUNCIL MEETING  
8.45PM, THURSDAY 7 MAY 2009  
Vertigo, Level 8, The Union**

---

**PRESENT:** Neil Campbell, Nicole McCaffery, Benedict Docherty, Martin Law, Philip Wilson, Campbell Steel, Craig McAulay, Chris Majury, Philip Whyte, Lorna McWilliams, Kelley Temple, Audrey Whiteside, Amy Devlin, Kieran Gillespie, Christopher Elsdon, Thomas Fraser, Robert Harris, Amy Davies, Fiona McPhail, Jan Doherty, Ross Bryson, Will Nelson, Katia Henderson, Siobhan Steel, Benjamin Braidwood, Gurjit Singh

**APOLOGIES:** Claire Loudon, Leigh-Anne Fyfe, David McDonald, Efehi Ubebe, Claire Docherty, Miriam Rose, Sarah Peachey, Iain Pullar, Fiona Bathgate, Ruth Wills, Ross Callan, Nicola Martin, Lynsey Duff

**UNON CHAIR:** Brian Petrie

**IN ATTENDANCE:** Ian McCartney, Al Wilson & Audrey Murray – Chair's Aids and Minute-Taker

---

**SRC0809/8.1 ROLL CALL**

Everyone was welcomed to the meeting of the Student Representative Council by the Union Chair.

**SRC0809/8.2 ELECTIONS**

a) Election of Honorary President

The President gave a speech nominating Liam McMonagle for the position. A secret ballot was held and subsequently Liam McMonagle was **elected** Honorary President.

There followed a Procedural Motion requesting that Item 8.6 a) regarding the Fusion Constitution be presented early on the Agenda. A vote was taken and **passed**.

**SRC0809/8.6 A.O.C.B.**

b) Approval of Fusion Constitution

Speech given by Proposer who highlighted that this had already been approved by the Executive.

As ratified by Council

### **SRC0809/8.3 MOTIONS LYING ON THE TABLE**

- a) Updating of Equal Opportunities Policy

Speech given by the Deputy President who accepted there were inaccuracies and grammatical changes needed

Summation given by Deputy President

A vote was taken and **passed**

#### **Council Notes:**

1. That the equal opportunities policy has not been updated for many years
2. The Equal Opportunities Committee has discussed this and wishes to update the policy

#### **Council Believes:**

1. That the current policy is outdated

#### **Council Instructs:**

1. That the current policy be deleted and replaced with the document submitted to SRC

Proposer: David McDonald, Equal Opportunities Officer

Seconder: Nicole McCaffery, Deputy President

### **SRC0809/8.4 NUS BUSINESS**

- a) NUS National Conference

The President apologised for not issuing a report prior to this meeting, but details will be on the website. The topics discussed were Drink Pricing and Top Up Fees.

The Strathclyde delegation was unhappy due to the lack of support of Scottish Universities.

### **SRC0809/8.5 POLICY LAPSE**

- |      |                                 |   |
|------|---------------------------------|---|
| i.   | Resit Fees                      | Council agreed for this to <b>Lapse</b> |
| ii.  | Student Funding                 | Council agreed for this to <b>Lapse</b> |
| iii. | Tuition Fees & Student Hardship | Council agreed for this to <b>Lapse</b> |

iv.	Blood Donation and Gay Discrimination	Council agreed to <b>retain</b> this policy
v.	Fair Trade	Council agreed to <b>retain</b> this policy
vi.	Houses in Multiple Occupancy Legislation	Council agreed to <b>retain</b> this policy
vii.	Membership Services	Council agreed to <b>retain</b> this policy
viii.	Provision of Secure Cycle Storage on University Campus	Council agreed to <b>retain</b> this policy
ix.	Shutdown of Education	Council agreed for this to <b>lapse</b>
x.	Strathclyde Students against Top-up Fees	Council agreed for this to <b>lapse</b>
xi.	Student Debt and Credit Cards	Council agreed to <b>retain</b> this policy
xii.	University Challenge	Council agreed for this to <b>lapse</b>
xiii.	Use of Web Forums on the Union Website	Council agreed for this to <b>lapse</b>

**SRC0809/8.6 b) SRC and Election dates for next academic year**

Calendar submitted for consideration.

As ratified by Council

**c) Approval of the Budget**

The Association Budget Report for 2009/10 having been approved by the Finance Committee and Executive Committee was now presented by the President to SRC for their ratification.

The President and Sports President had attended a meeting of the Alumni Committee today and had been given a donation of £16,000 towards a new IT system.

Following various questions and discussion, the President proposed a vote of approval.

A vote was taken and the 2009/10 Budget was **approved** by Council

As ratified by Council

**d) Mature Students Convenor Report**

Discussion followed about the issued report. The Students with Disabilities Convenor raised concerns about how little had been done with this group and the lack of meetings held.

It was highlighted that the Mature Students Convenor elections were taking place on-line via Pegasus. Through Standing Policy there are many positions open to candidates.

As ratified by Council

Meeting closed at 21.45

**MINUTES OF 1<sup>ST</sup> EXECUTIVE COMMITTEE MEETING  
0900 THURSDAY 10<sup>TH</sup> JULY 2008  
DEBATING CHAMBER**

**1. ATTENDANCE**

**Present :**

Neil Campbell	President
Nicole McCaffery	Deputy President
Martin Law	Vice President Support & Campaigns
Benedict Docherty	Vice President Student Development
Campbell Steel	Sports President
Iain Delworth	Academic Affairs Officer
Claire-Marie Loudon	Clubs & Societies Convenor
Michael Strachan	Honorary President

**Apologies :**

Leigh-Anne Fyfe	Jordanhill Officer
Philip Wilson	Vice President Operational & Commercial Services
David McDonald	Equal Opportunities Officer
Craig McAulay	Student Media & Marketing Officer
John McCusker	General Manager

Audrey Murray                      Minute Taker

**2. EXECUTIVE COMMITTEE MINUTES: 17<sup>TH</sup> held on 16<sup>TH</sup> June 2008**

Discussion of these Minutes postponed until next meeting

**3. CORRESPONDENCE**

Vice President Student Development has received an Invoice for the TV Camera and has received information about the Careers Service "Investors in Volunteers", which will be circulated to Managers

**4. ORAL REPORTS**

This was done for convenience, but thereafter written reports prior to meetings will have to be submitted.

**Deputy President:** Nicole McCaffery

Parking Permits – ASK will be made aware of these requests from Students  
Discipline – Individual cases and issues ongoing. A further update next meeting

Communication – Discussion to be made with the IT Department regarding changes to Union Web page with regard to the Communication Strategy.  
Warwick University to brief on a possible change to Union Network Provider. Suggestion to take up the NUS policy.

Jordanhill Office – Check priorities and offer support  
PGD – Cheese and Wine night to be arranged. Details to follow  
Freshers' Week – Committee Meeting held yesterday. Volunteers needed to help.  
AAO offered assistance  
Graduations – Represented the Executive

**Vice President Support & Campaigns:** Martin Law

Commercial Nights - After discussion with Phil Wilson regarding events for Students, it was suggested that 3 be held per semester. These would take the form of a "Country" theme: Scottish and German in October, Cuban/Latin in November and Chinese in February.

Freshers' Week - International Student welcome on the Wednesday

Graduations – Represented the Executive

Action Through Advocacy – Conference to be held in Leeds, 22-25 July

Caledonian University – Denise McCaig organising an Induction and Training for Nightline

NUS – Attending the Effective Campaigners Conference with the Deputy President in August

ECIU – European Consortium of Innovative Universities which deal with students exchanging abroad. Discussions in progress

ASK - In discussion with department about signage. Offer of help to campaigners on the Friday of Freshers' Week

Suggestion made to have space available on the Web site to ask questions

Book Trader – To be discussed. SRC report to be checked

**Clubs & Societies:** Claire-Marie Loudon

Freshers' Week – Arrangements underway for this event

Jordanhill

New Clubs – Applications have been received for 3 new clubs

Christian Union – CSC to speak to Ian McCartney re issues

**Vice President Student Development:** Benedict Docherty

SRC – The plan is to build on progress from last year

Private Eye Brand – Discussions ensuing about this

SRC ID Card – This is under discussion

Halls Party – Andrew Ure offered help

Freshers' Committee – Attending meetings.

Welcome Team – Will discuss with Carole McGreish

Refectory Visit – Deputy President, Karen Ashley and CSC will visit this Monday regarding Freshers' Fair

Film & TV Camera – ordered and arrived, currently located in Cash Office

Andersonian Chemical Society –Affiliation request passed to CSC

SRC – Debate Chamber and Priory booked

ELIR – Sought clarification from President and Deputy President

NSLP – Discuss with Ian McCartney

Graduations – Represented the Executive

Training Plan – Discuss with Ian McCartney and Carole McGreish

**President:** Neil Campbell

Postgraduate Officer – The President will be responsible for this position until filled with the back-up of Adam Wagner. Assistance may be needed

Chess – There was a meeting held in June

Court – Attended a meeting with senior members

New Principal – Consultants have been involved in the process of this role

New Union Building – Attending meetings and discussions about this project

Governance Review Working Group – Attended meeting

ECIU – More students being encouraged on the Foreign Exchange programme

Freshers' Week – Attending relevant meetings

Jordanhill Steering Group – Attended meeting on 7 July. Purpose to make move as smooth as possible  
Graduations – Represented the Executive

**Sports President:** Campbell Steel

Various Meetings – Concerning Fixtures, fittings, storage and training  
CSR – Bookings to be made for use of this area  
Winning Scotland – Charitable organisation advertising all sports. Sponsorship sought  
Freshers' Fair – Floor plans being organised for stalls  
SDSO – Discussion with Lorraine McAuley regarding handbook being questioned.  
Possible PDF on internet instead  
Members to be checked  
Fencing – Facilities to be checked  
Freshers' Varsity – Discussions have been held with Hannah Dunwoody from Caledonian University and Euan Millar from Glasgow University regarding this event, where it is planned to have participation in 11 main sports  
Alumni – Archery range proposed and money offered. One problem has arisen regarding Public Right of Way and land issues  
Sports Awards – 3 candidates nominated for 2008  
Freshers' Week – Attending relevant meetings  
AMSU – Assisted during Conference

**Academic Affairs Officer:** Iain Delworth

Freshers' Week – Attending relevant meetings

**Jordanhill Officer:** Leigh-Anne Fyfe

Steering Group – Attended meeting on Monday along with The President. Clarification and reassurance being sought for new students about new building plans

TES Website - In communication with David Bremner and students starting this Autumn

PGDE - Cheese & Wine night organised for August, venue possibly Toby's.

Fayre – Dates to be confirmed. Venue requested for In-service Suite, David Stow building. Representation requested from Clubs and Volunteer Groups.

Discussion planned with the Sports President regarding sports recruitment. Possible quiz or competition within Toby's.

Freshers' – Planned event encompassing Social Work, Community Education and smaller Courses. This should be planned once students are in classes. Possible DJ requested.

5. **AMSU**

The event was hailed a great success, generating significant revenue into the building.

**Action:** The President to discuss with the General Manager 3 issues arising –

- On Sunday in Gamezone, students were asked to leave due to a private function
- Request Financial Report and details of Trustees payment
- Clarification of opening times for all function areas

The Executive wished to express their thanks to staff via the General Manager

6. **FRESHERS' WEEK**

The Deputy President organising this event

7. **GOVERNANCE REVIEW WORKING GROUP**

The number of Executives in this group has to be clarified, but the President and Deputy President are confirmed.

Pauline Holland is the planned Consultant.

8. **SPORT and HEALTH CENTRE UPDATE**

The location of the new building is planned for the grass area outside the Library. This is planned to house a 6 lane, 25m swimming pool.

Personnel to be confirmed for Fund Raisers and Users Groups.

**Action:** Discussion with Ian McCartney and Estates Management regarding exam consideration during building work

The Deputy President to discuss a Café with Ian McCartney

9. **NEW BUILDING**

The President is across the Building Plan for this and is involved in the Working Group. The next meeting of which is 5 August, involving the Estates Department. It has been suggested that the location may be within the Library. At the moment the current building covers an area of 6,000 square metres. To replicate this would cost around £24 million. The University seem to want the Union to be non-commercial.

Consideration for size has to be given to Jordanhill campus moving here. Another possible location is Rottenrow Gardens. The University have suggested available space ranging from 1,000 – 2,400 square metres. One main factor for consideration has to be storage.

**Action:** The President will speak to Val Hunter in Estates Management

10. **ANNEX**

It is proposed that the Annex move into the main Union building within the next 2 years. It is suggested that the SRC room be a suitable venue, although access to the area raised issues, since this may have to be through the Debating Chamber. A booking system for all the groups was agreed as the easiest solution to usage. All groups have expressed their acceptance to the move.

**Action:** VPOCS to check on space and needs of the groups

11. **SRC MEMBERSHIP CARD**

It is proposed to have proper laminated membership cards, offering student benefits. The Executive have been asked to wear ID badges identifying their position. There was also discussion about a general Union card.

12. **NUS EXTRA**

This is a discounted card issued by NUS for a charge of £10. The proceeds of which is shared between the Union and NUS. It allows discount on-line when using Amazon, but is not recognised in general on the High Street. There is an explanation about card usage on the NUS web page.

**Action:** VPOCS to seek more information from NUS

13. **CAMPAIGNS/COMMUNICATIONS**

The proposed working groups are:

Communications            Deputy President  
                                    Vice President Operational & Commercial Services  
                                    Vice President Student Development  
                                    Student Media & Marketing Officer  
                                    Communications Co-ordinator - Julie Grant  
                                    Design & Media Co-ordinator Maria Campbell

Campaigns                Academic Affairs Officer  
                                    Vice President Support & Campaigns  
                                    ASK Adviser - Alison Urquhart  
                                    ASK Adviser - Nicola Summers  
                                    Senior Manager - Ian McCartney  
                                    Democratic Services Co-ordinator (TBA)

+ Open invitation to anyone interested

**Action:** The Deputy President and VPSC to organise

15. **AOCB**

The President mentioned about the SUEI report. He would like information about a review from the last accreditation.

**Action:** The President will liaise with the General Manager about what's involved

The Vice President Student Development mentioned about the Open Days planned for 8, 9 September in the Sports Hall. The Executive are requested to help. The Union will be open for these two days.

16. **DATE OF NEXT MEETING**

The next meeting is planned on Thursday 24 July, 1000-1200, in the Arbutnott Meeting Room.

**MINUTES OF 2nd EXECUTIVE COMMITTEE MEETING  
10:00am THURSDAY 24th JULY 2008  
ARBUTHNOTT ROOM**

**2. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President (late arrival)
Philip Wilson	Vice President Operational & Commercial Services
Campbell Steel	Sports President
Iain Delworth	Academic Affairs Officer (early departure)
Leigh-Anne Fyfe	Jordanhill Officer
Craig McAulay	Student Media & Marketing Officer (early departure)

**Apologies:**

Martin Law	Vice President Support & Campaigns
Benedict Docherty	Vice President Student Development
David McDonald	Equal Opportunities Officer
Claire-Marie Loudon	Clubs & Societies Convenor
John McCusker	General Manager

**In Attendance:**

Ian McCartney	Membership Services Manager
Tony Polden	Commercial Services Manager (Item 16 only)
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

**2.1 17<sup>th</sup> Executive 2007-08**

- 2.1.a) Matters of accuracy were ratified
- 2.1.b) The Jordanhill Officer spoke to Communications Dept to update the map

**2.2 1<sup>st</sup> Executive 2008-09**

- 2.2.a) SMMO's name wrongly spelt in Apologies

The Sports President corrected the charitable organisation's name to "In The Winning Zone"

- 2.2.b) AMSU finances- The President asked the General Manager for a financial breakdown of the Conference, which will be available in 2 months. A breakdown of the estimated profit of £20 – 25K has been requested, taking into account the figure for building and cleaning work.

AMSU & Trustees - The General Manager was unaware of Executive members being in paid employment during AMSU. The Membership Services Manager stated that this does not ordinarily apply, but since AMSU used the Union as an agent, the trustees were eligible for employment. The SMMO wanted to clarify that SRC members, during the summer, are able to be employed within the Union. The Membership Services Manager confirmed this to be the case.

AMSU & Gameszone – The stewards had the impression that the area was to be closed to students after 10pm. Commercial Services Manager had discussed this with the General Manager who had agreed the time for closure, however it was unfortunate there had been no flexibility.

New Building – The President has held 2 meetings with Val Hunter from Estates

Annex – VPOCS meeting with Raymond Sharp to discuss the cost of moving into the main building and also to check about the SRC roofing.

NUS Extra – VPOCS stated that there was no obvious benefit to this card, except for on-line discounts, which are also available in-store. It was felt that the Union's own loyalty scheme was preferred.

SUEI & Strategic Plan – The President had passed out information relating to a planning day to be held on Monday 25 August.

Opening hours – The Deputy President, having spoken to the Commercial Services Manager, agrees that the times match up with the Web page. The door hours will have a clause inserted stating that depending on numbers, outlets may close earlier.

### 3. **CORRESPONDENCE**

Bar Deal – VPOCS had response from Dave Lewis, Head of NUSSL, after correspondence with previous Executive, regarding the bar deal. The students were unhappy that there was no consultation for Tennents lager being removed from the bars and SRC mandated the Executive to ask why. Also it has been found that the deal for selling Cider went for £50K, when estimates maintain it should have reached £250K. VPOCS will report back to SRC to allow them to decide upon next steps in this issue.

Drink Sales – The President noted that Robert Brown, MSP, wants to raise the age limit for the sale of alcohol to 21. He questioned should we as a Student Association do anything, as it had a definite Lib Dem slant, which raises issues about taking away the rights of young people. The Deputy President suggested that there should be a Student led campaign which is preferred, rather than political. SNP have submitted this on their political agenda to possibly reach a compromise agreement. Deputy President to look into the student-led campaign and report back.

### 4. **LIFE MEMBERSHIPS**

The proposal for Mr Gordon Adamson, 42 Broomlands Gardens, Erskine, PA8 7BL M. Pharm, 2004-2008 to become a Life Member, was accepted.

### 5. **REPORTS**

The deadline of 5pm on the Tuesday prior to the Executive Meeting was re-iterated for Executive Reports to be submitted.

#### 5.1. **PRESIDENT**

Added: Held a meeting with Estates, details of which will be minuted later.

Interviewed for the post of Democratic Services Co-ordinator, which has been offered and accepted by Mr Al Wilson. The appointment will begin in August.

5.2. DEPUTY PRESIDENT

Added: A copy of the correspondence from Dave Lewis, NUS, regarding NUS Extra cards will be sent to the Executive. There were also discussions involving VPOCS and other Unions.

5.3. VICE PRESIDENT OPERATIONAL & COMMERCIAL SERVICES

Question: AAO wanted clarification about the use of the Capital Expenditure budget of £10,000. VPOCS informed that the plans are to put new LCD screens and a drop down screen in the Gameszone. Also ventilation has to be installed in the Scene due to heat issues.

Added: A Sports Bar has been proposed on a Wednesday evening including offers to encourage sports teams to return after league matches.

5.4. VICE PRESIDENT STUDENT DEVELOPMENT

No questions to report

5.5. VICE PRESIDENT SUPPORT AND CAMPAIGNS

No report submitted

5.6. SPORTS PRESIDENT

Added: An invoice is to be submitted to Richard Orr from "In the Winning Zone" regarding their participation in Freshers Week.

Discussions have been held with Angus Stevenson (former Sports President) and Sports Development & Safety Co-ordinator regarding updating the web site and introducing a new link.

Accenture have been in contact regarding possible sponsorship of Hockey, Hand-ball and Ultimate Frisbee.

Was liaising with Estates Management regarding the noise implication of building works for the new Sports Centre during exams.

Question: Deputy President asked about the Inter-Varsity after-party. Sports President confirmed this would be hosted by Glasgow University.

5.7. ACADEMIC AFFAIRS OFFICER

No report submitted in writing

The AAO and VPSD met with Cherie Woolmer of CAPLE to discuss SVA. The AAO explained that this is a difficult time for working with the University as so many people are on holiday.

Application submitted for student reviewer of ELIR (Enhancement Led Institution Review)

5.8. EQUAL OPPORTUNITIES OFFICER

No report submitted in writing

5.9. CONVENOR OF CLUBS & SOCIETIES

Added: Request made that the computers be replaced after use at the AMSU Conference. Membership Services Manager to raise this with IT.

#### 5.10. STUDENT MEDIA & MARKETING OFFICER

Added: After discussion with DP, VPSC and the Telegraph Editor it was agreed that an Executive Newsletter would not be included in the paper, although they agreed to include the Executive Logo. The President had suggested the newsletter be supplied as a supplement. SMMO to speak to Telegraph again and issue to be an Agenda Item for next Executive meeting.

#### 5.11. JORDANHILL OFFICER

No questions to report

#### 5.12. MEMBERSHIP SERVICES MANAGER

In absence of a report from the General Manager, the following points were raised:

The financial year end is 31 July. Jill Hayman is assisting with the process. SMMO raised the issue of the Reserve Fund being considered for the Telegraph, although the AAO mentioned that it was the SRC Policy to ring-fence self-raised funds. The Membership Services Manager noted that discussions had taken place regarding the anomaly of Telegraph in this area, as they generate so much external fundraising as well as being given a substantial budget from the Association – further clarification will need sought in this area.

The Commercial Services Manager has been accepting applications for the position of Duty Manager. Interviews are planned for 4 August.

The meeting for SUEI and Strategic Planning is 25 August, at which the Departmental objectives are to be reviewed.

The AMSU feedback has been fantastic, both in terms of feedback forms and delegates sending letters of congratulations, highlighting USSA as a benchmark for customer care. The Deputy President raised concern that there was no programme available to the new Executive during the handover period.

#### 6. EXECUTIVE EXPENSES

No issues arising

#### 7. LIBRARY HOURS

The President and AAO held discussions about the Library opening times during the re-sit diet, 6 – 19 August. They agreed that the hours were unacceptable for revision, offering insufficient time around job commitments. Glasgow, Caledonian and Heriot-Watt were to be compared. AAO raised the issue of Security, but this could not be enforced if additional time needed. SMMO suggested asking for some late nights, although the AAO felt that it would be more beneficial to have the weekend opening hours as 0900-2100.

**Action** President will check on the statistics about students working, the number of re-sits taken and submit a strongly-worded letter to the Library quoting this information.

AAO will confirm the opening hours of other Universities.

Deputy President will check on the standing policy regarding the issue.

8. **STUDENT SURVEYS**

Following discussion, it was proposed to consider Loughborough University's approach to Student Surveys. It was felt that the Executive needed to have a themed topic which would allow them to engage with random students, giving the Executive a chance of being seen. It was agreed in principle to conduct surveys, but more discussion is required re format, structure, etc.

The Deputy President suggested liaising with the Communications and Campaigns Committees to have this on their agenda. The President is keen to pilot this scheme quickly. The Jordanhill Officer reminded the Executive that the Library on the campus should be included.

**Action** President to prepare and circulate pilot survey

9. **UNION BUILDING**

The General Manager, Membership Services Manager, President and Deputy President had all met with Val Hunter of Estates Management over the past few weeks. USSA has been asked to submit a robust business case to the University to justify the move to a new Union building; to massage the Union Vision to comply with the University agenda; to amend the Business Plan to 2013 to take account of amended heat and light costs; and to prepare figures for trading and running costs based on an assumed new building – all of the above to be submitted to the University as soon as possible. The next Working Group meeting is scheduled for 5 August. President will distribute copies of the Business Plan and other relevant documents to all.

The preferred location of the new building would be Henry Dyer, but Naval Architecture is housed there for up to 5 years.

**Action meeting** The issue will be raised by the President and Deputy President when with Dr West on Friday 25 July

The President will also seek advice from David Page, Architect, during a meeting next week

The Deputy President will contact Aberdeen Union regarding their One Stop Shop, as they have difficulty with ownership of the building.

10. **ACTION PLANNING (Part 3)**

The Membership Services Manager apologised for the lack of documentation for this, but plans to distribute by early next week. He will arrange a suitable meeting during w/c 28<sup>th</sup> July.

11. **ANNEX**

This item will be carried forward to the next meeting

12. **SUEI**

The next meeting is planned by end of August, to identify what needs to be done before the Evaluation Workshop on 5 November, which will be attended by the General

Manager, Membership Services Manager and two Executive members. The final audit of evidence will take place between November and January '09.

Marketing and Communications evidence not in place, but the process has been started.

It is planned to hold a meeting with the Executive team, staff and students during the Audit.

13. **FRESHERS' WEEK**

Following a recent meeting, the Deputy President stated that there will be a Clubs & Societies Traders Fayre to be held in the Refectory. The line up of acts was listed by the VPOCS, the cost being approximately £16,000 for the week.

It was suggested to hold an alcohol free event. Also a fairground is planned: an external company is supplying all equipment for the event at a cost of £450, including VAT. Permission from Estates Management is being sought. It is proposed to have a tuck shop. A Risk Assessment will be organised with Estates Management, covering the Health and Safety aspects of all equipment. The cost of the PA system is £50.

The Fairground Budget will be met out of Membership Services budgets

**Action** VPOCS issuing information on "How to Survive Freshers' Week" and start to collate Executive rotas

14. **WEBSITE**

The Deputy President intends to re-map site and organise appropriate page content. Each department has to be responsible for their own section, with regular content updates. The website re-branding is scheduled for 10 August with appropriate changes to log-ins.

15. **ONE TO ONE MEETINGS**

The President intends holding fortnightly meetings with each member of the Executive team. These will be agreed and confirmed in your calendars.

16. **ENDSLEIGH SITE**

The Commercial Services Manager was invited to join the meeting to cover this item.

Commercial Services Manager was able to clarify that at the moment an annual lease payment of £9,500 is paid by Endsleigh, but they intend vacating Level 2 by the end of the year. The contract is in place until 31 July 2010, and as such, they are obliged to continue to pay. If they vacate early they have the right to use the space for storage, but through negotiation, Commercial Services Manager feels confident that the space will be available for use by the Union in August.

This area is being considered for an alternative outlet to the Scene, to help ease congestion during term time. It would act as a fast-food area, serving pre-packed sandwiches, wraps and juice. By using equipment which is already available from other parts of the building, purchasing a sandwich bar display for £2,000 and knocking a new doorway, the Commercial Services Manager felt confident that the alterations could be made at a cost of approximately £5,000. This could be funded by using the capitalised asset for the Endsleigh snack shop. It was hoped that the cost of the food would be cheaper than the Scene, with possible meal deals.

Discussion followed about alternative usage of space for possibly selling Union branded merchandise, but it was highlighted that the lease was unable to be used for shop products. Alternative suggestions were for use as a Book Trader or Campaign centre.

The Executive could be seen to be pro-active by developing and changing this area, due to demand.

**Action**                    The Commercial Services Manager, Membership Services Manager and VPOCS                    to supply figures and reports for all proposed usage.

17.     **AOCB**

The VPOCS updated the meeting about the availability of “The Automatics” group as a headline act for the Saturday night during Freshers’ Week, at a cost of £12,000, plus expenses. The meeting agreed the act and cost.

18.     **DATE OF NEXT MEETING**

To accommodate as many members as possible, it was agreed to hold the meetings every fortnight on a Thursday, 09:15-11:15, starting 7<sup>th</sup> August. These will all be held in the Debates Chamber.

**MINUTES OF 3rd EXECUTIVE COMMITTEE MEETING**  
**09:00am Friday 8<sup>th</sup> August 2008**  
**DEBATES CHAMBER**

**3. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President (late arrival)
Philip Wilson	Vice President Operational & Commercial Services
Martin Law	Vice President Support & Campaigns (late arrival)
Benedict Docherty	Vice President Student Development
Campbell Steel	Sports President
Iain Delworth	Academic Affairs Officer (early departure)
Claire-Marie Loudon	Clubs & Societies Convenor

**Apologies:**

Craig McAulay	Student Media & Marketing Officer
Leigh-Anne	Jordanhill Officer
David McDonald	Equal Opportunities Officer
John McCusker	General Manager

**In Attendance:**

Ian McCartney	Membership Services Manager
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy were ratified

2.1.b) CARDAS -The President had a copy of the Video. A petition was available for signing in the President's office & on the web site

Library and Union Building on Agenda for further discussion

"How to Survive Freshers' Week" to be distributed by VPOCS closer to Freshers' Week

**3. CORRESPONDENCE**

Marie Curie - VPSD received letter from Marie Curie regarding student voluntary opportunities. This will be of possible interest to CACTUS.

Rowing 8 - Sports President received letter from The Principal approving funds to buy a boat

**4. LIFE MEMBERSHIPS**

None

## 5. REPORTS

### 5.1 PRESIDENT

Added: Conceptual meeting planned on 18 August which will take the form of a workshop for discussion for ideas on the image of the new building. David Page reduced the fee to £6,000 plus VAT. Following on from a PSMG meeting with Estates, a paper from Graeme Roddick will be issued to the Executive. The AAO suggested that the Executive should meet prior to the 18<sup>th</sup> to discuss how best to use the space available. President noted that the Architect has come up with new and creative use of space and felt it better to have an open discussion.

**Action                    The Business Plan and David Page's email have to be circulated to the Executive, prior to the meeting.**

### 5.2 VPOCS

Added: There are no costs available for the SRC renovation. The University are being asked to pay for these. Discussions are on-going with the Facilities Manager

### 5.3. VPSD

Added: AMSU – Jacki Booth, General Manager of Birmingham City Student Association sent her congratulations for a very successful conference

Added: SRC FLYER – After liaising with Commercial Services the front page was presented to the Executive

Added: ADVERTISERS - After discussions with Sabbaticals from other Unions at a NUS event, Bam and On Campus, received a fairly negative assessment

Added: VOLUNTEERS – VPSC and VPSD have expressed interest in the hope that accreditation for volunteers will be recognised at transcript level.

Added: MARIE CURIE – Student volunteers required

Quest: HALLS EVENT – The President asked how much was left in the Budget? VPOCS stated there was £33 left in the Andrew Ure Halls Budget. VPSD did not feel that the Hall's Convenor would be inclined to want to spend next year's budget. The Hall's Committee had requested to open Vertigo on Saturday, but payment had to be made to the Duty Manager and Stewards as well as the Bar Staff. A possible solution would be to open Gamezone on Friday. The committee appeared to be under the wrong impression that there would be free alcohol once the initial cost was paid. Ruth Daubney of the University may be able to help with funding.

Hall clusters were represented on the Halls Committee, but it was felt that funding should be kept separate. Due to change in Halls Representation VPSD agreed to look into Union funding of Halls and report to next Executive meeting on whether changes should be made.

**Action                    VPSD to submit Report**

Added: RADIO LICENCE – It was confirmed there would be no cost for broadcasting on-line as this was not regulated by Ofcom. AM/FM licences have been ruled out due to cost.

5.4 DEPUTY PRESIDENT

Quest: VPSD wanted to discuss Malawi. It was agreed to have a discussion later out with the meeting.

5.5 VPSC

Added: G Town Desi, who held a Banghra Night last year, offered to play for £500, but wanted a portion of the Printing door charges. Phil Reeve unhappy about this. The President asked if this was negotiable. VPOCS will ask the question.

Added: VPSC encouraged the rest of the Executive to attend a meeting later in the Debates Chamber re Campaigns planning

5.6 SPORTS PRESIDENT

Added: He has reset the Accounts to Jill Hayman

5.7 ACADEMIC AFFAIRS OFFICER

Added: His report should have included the research of Opening Hours of the Library

5.8 EQUAL OPPORTUNITIES OFFICER

No report submitted

Quest: VPSC asked for information regarding the alternative Welcome

Ans: The President stated he would ask the EOO later

5.9 CLUBS & SOCIETIES CONVENOR

Quest: VPSD asked for an update regarding the Christian Union and SUMSA

Ans: CSC stated it was included in her report

5.10 STUDENT MEDIA & MARKETING OFFICER

Report submitted, but not in attendance.

It was noted that there was difficulty opening the attachment

Congratulations were to be given to SMMO for the Fairground Poster

5.11 JORDANHILL OFFICER

No report submitted

## 5.12 MEMBERSHIP SERVICES MANAGER

Added: ACCOUNTS - He was unable to distribute draft Accounts, but Jill Hayman would supply these early next week.

**Action                    Circulate Accounts to the Executive**

Quest: A question was raised re the costs of the Senior Management facilitated meeting next week. MSM was unable to provide exact costings, but there was no cost for room hire and the costs of this and other similar meetings had been budgeted for.

Added: FACILITIES – Potential small budget saving, in spite of major building and repair work. Any issues to be raised later.

Quest: The President raised the point about lack of Finance training for the new Executive. The Membership Services Manager thought this had been covered in the one-to-one sessions with the relevant Manager in the Induction Training, but this may have been missed as this was previously provided by the Deputy General Manager. He would ensure that the General Manager is made aware of this and provides in due course.

## 6. EXECUTIVE EXPENSES

Due to lack of training these have not been completed. Pam Smith organising this.

**Action                    The list will be issued for the next meeting**

## 7. ENDSLEIGH SITE

VPOCS presented a proposal for this area to be used as a Sandwich Bar called “Grab & Go” to ease queuing in the Scene which was an unacceptable problem. It was proposed to price the food less than the Scene, but this had to be confirmed. The potential cost of £6,500 would be need to cover equipment and installing a new doorway. He felt that depreciation over 3 years could be recouped easily and felt his Report was self-explanatory and in keeping with recognising the feelings of the Students. The proposed supplier would be Brambles, who have already supplied samples, with positive feedback. There followed a lengthy discussion allowing all the Executive to raise any concerns.

The Senior Manager followed by proposing the site should be considered for 2 options; either for use by Campaigns or Book Trader.

Campaigns            Reference was made to Leeds University who have a Campaign HQ which generates a significant traffic. Space was obviously a major factor in the Union building. It was felt it would raise awareness of Level 7 instead of the perception given of a Commercial Area.  
The proposed cost for this area to be established would be up to £1,000 for a PC, Printer and phone-line.

Book Trader            It was felt that this area would have 2 busy times; at the start of the 1<sup>st</sup> and 2<sup>nd</sup> Semester. It had to be considered that this may be moving to an on-line facility. There was no significant cost for this to be established.

An SRC Policy stating a physical presence within the Union needed clarified by the AAO, which VPSC left the meeting to do. It was felt that going on-line should be a last option. On return the VPSC was able to clarify the position of the SRC:

Option 1	On-line
Option 2	Bring back in original form
Option 3	Exchange desk

Acknowledging that SRC had chosen Option 2 as its preferred choice, the President felt they were in a position to make an informed judgement and proposed the area to be used as a Sandwich Bar. The Executive AGREED to convert the current site to a sandwich outlet, with the caveat that space in all commercial outlets be given over to the promotion of Campaigns.

## **9. BUILDING WORKS**

The Membership Services Manager noted that the Lifts and Fire proofing work should be completed in 4 to 6 weeks.

Glasgow City Council is not agreeable to the proposed signage outside the Union building, as it does not meet their guidelines. VPOCS offered to contact the Council, but does not hold out much hope. As a result, Communications are to organise canopy signage with possible light projection as an alternative solution.

## **10. FRESHERS' WEEK**

The Deputy President assured the Executive that it was going well. She asked individual members of the Executive to take responsibility for the Post Graduate, Non Alcoholic and Alternative Welcome Events planned.

VPSC had an offer of a band to play for £100, but VPOCS said that most signed bands have their own support bands arranged.

VPSC confirmed The Comedy Night has been organised and planned within budget. VPOCS made the Executive aware of the cost of £600 for 3 Comedians and a Compere. VPSC requested that Home Students should receive a flyer for this event.

## **11. UNION BUILDING**

The President proposed that David Paige be the Architect for the Project. He had Submitted a quote of about £6,000 and proposed a meeting with everyone on 18 August to present multiple concept options, incorporating cultural aspects. Eleanor McGuinness, Estates, would be invited to attend the meeting to help the University understand the Union needs. The Membership Services Manager clarified that a budget for £10,000 had been allocated for the financial year.

After discussion the Executive approved the next step.

**12. ANNEX**

After inspection of the SRC area, VPOCS stated that there were a number of issues with the roof, ventilation and fire alarms. He does not envisage the groups being able to move until the start of the 2<sup>nd</sup> Semester. AAO mentioned that it was policy for the room to be used by SRC members. The Deputy President would like clarification for the groups that this will be dealt with promptly, since it was first raised at the first Executive meeting with no positive feedback of timescale to the groups concerned. Budgets are available for each group to help with the move.

**Action**            **SMMO to submit report**  
                             **VPOCS to provide costs before next meeting**

**13. LIBRARY**

After research made of other Universities, The President stated that Strathclyde lagged behind in access availability for working students and he would be approaching the University with the survey findings and writing an angry letter to the Library. To assist quantifying the survey findings the VPOCS suggested the answers be defined to 1 word

**Action**            **VPSC will organise the survey**

**14. ONE TO ONE MEETINGS**

The President acknowledged that the Executive were right about not having time to meet as planned, but he endeavoured to contact everyone throughout the week

**15. A.O.C.B.**

CHARITY            VPSC suggested nominating a Charity which the Executive and staff could raise money for. The Membership Services Manager noted that as the Union is a Charity, we could not donate money to any other. The suggested solution would be have donations paid to RAG and they allocate funds to the appropriate organisation. Additionally, there is a Strategic Objective to have a Charity of The Year which would donate time rather than cash to an identified local charity.

**16. DATE OF NEXT MEETING**

Thursday 21 August, 0915-1115, in the Debates Chamber

**MINUTES OF 4TH EXECUTIVE COMMITTEE MEETING**  
**09:15am Thursday 21st August 2008**  
**DEBATES CHAMBER**

**4. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President (late arrival)
Philip Wilson	Vice President Operational & Commercial Services (late arrival)
Martin Law	Vice President Support & Campaigns
Benedict Docherty	Vice President Student Development
Iain Delworth	Academic Affairs Officer (early departure)
Claire-Marie Loudon	Clubs & Societies Convenor

**Apologies:**

Campbell Steel	Sports President
Craig McAulay	Student Media & Marketing Officer
Leigh-Anne	Jordanhill Officer
David McDonald	Equal Opportunities Officer

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

- 2.1.a) Matters of accuracy were ratified  
Proposed : VPSD      Seconded : AAO
- 2.1.b) VPSD waiting to hear from Ruth Daubney, University Senior Housing Officer.  
He also conducted and completed a survey of 16 Students regarding the Library

General Manager mentioned that the Draft Annual Accounts were being printed and distributed today

Executive expenses to be discussed later in the Agenda

VPOCS has submitted costings in his report

**3. CORRESPONDENCE**

SUMA - VPSD received word that renovation work was being done

AMSU – The General Manager had further correspondence praising staff and commenting about how well the Conference was run

**4. LIFE MEMBERSHIPS**

None

## 5. REPORTS

### 5.1 PRESIDENT

Added: Meeting with Rowena, AAO and Democratic Services Co-ordinator re publicity to encourage Students to sign up as SRC members and class reps

Attending a meeting on Friday re plagiarism guidelines for staff and Students

### 5.2 VPSD

Added: Halls report not actioned

### 5.3. VPSC

Added: ASK – Forth Valley being used a sample College highlighting voluntary opportunities

ACTION THROUGH ADVOCACY – making campaigns effective by the slogan “An Action Network”. This can offer an additional tier making 1 – 1 more effective and therefore expanding numbers

CAMPAIGNS Meeting – unsatisfactory attendance at a requested meeting

CHESS – lots of discussion re CARDAS

TELEGRAPH – Successful interview with Lynsey Pilcher. Joint thinking task force not discussed

### 5.4 DEPUTY PRESIDENT

Apologized for no report submitted

VPSD asked about Chess. DP, having attend NUS meeting, said they have dropped backing for CARDAS.

NUS handling campaign for tenancy deposit scheme

ELIR – regular spot on Agenda at CHESS

Funding for teaching campaign discussed but not progressed

### 5.5 SPORTS PRESIDENT

Nothing to add to Report

### 5.6 ACADEMIC AFFAIRS OFFICER

Apologized for no report submitted

SVA – Compiled document in conjunction with VPSD

Attended meeting with President and Roweena re plagiarism

Jordanhill Summer Ball - Discussion with VPOCS which highlighted some exciting ideas

Book Trader – 2 large posters cost £220 + 10,000 Flyers in mailing to all Students  
After the DP questioned why the Flyers were distributed, although the Executive had not agreed, the AAO justified the decision to send flyers out, due to timescale and unavailability of Executive members. The President appreciated the timescale for distribution, but the Executive decision should not have been over-ridden.

**Action            The President will check the Freshers' Meeting Minutes and Include on the Agenda for next meeting**

The Deputy President questioned why she was not seeing certain documents.

**Action            The General Manager to check**

#### 5.7      VPOCS

Added: Highlighted that a deep clean being done in The Scene. The President asked about the Budget. VPOCS stated there would be a 20% increase in prices, which meant about a 5 – 25p increase on most items, which he felt was a fair amount. The menu was also being reviewed.

**Action            VPOCS to arrange for Chris Oxley to issue full list of menu changes**

#### 5.8      EQUAL OPPORTUNITIES OFFICER

No report submitted

#### 5.9      CLUBS & SOCIETIES CONVENOR

Added: CARDAS -      petition distributed on Tuesday, with what looked to be a positive response  
BALL POOL -      prizes to be decided  
SUMSA -      VPSD mentioned there had been a request from the group about CCTV. The University to be requested to cover costs.

#### 5.10     STUDENT MEDIA & MARKETING OFFICER

RADIO LICENCE -      Following a conversation with Colin Gear of Strathclyde Fusion, it was suggested to check the Licence with the Performance Rights Society

**Action            SMMO to confirm Licence and legal costs re Fusion Radio**

#### 5.11     JORDANHILL OFFICER

The DP highlighted that it had been Minuted from the last meeting that no report had been submitted, when in actual fact, it had.

## 5.12 GENERAL MANAGER

Added: FESTIVE HOLIDAYS - It was planned for the Union building to close on Tuesday 23 December and re-open on Monday 5 January 2009. This would include 4 days annual leave and 4 Public Holidays.

MEETING - Following the planned meeting on Monday 25 August for Senior Managers and the Executive, a further suggested date was the week beginning 17 December for an overnight at Ross Priory, which would include a Christmas Night Out.

**Action General Manager to check costs**

PAYROLL - Confirmed move to SCVO, costing between £5 – 10,000 with an annual cost of £5,000.

**Action General Manager to issue costs  
The President to request UMC for funding to cover these costs**

SUEI - The President requested an updated plan to be sent out

**Action The General Manager to organise**

## 6. EXECUTIVE EXPENSES

The GM reported that Period 12 finished at the end of July and were finalised yesterday. The new period to begin next week. There were no concerns, with an under-spend of £3,200. £8,614 expenses, which included £8,200 towards salaries, leaving a budget of £11,495. The Training Budget is separate.

**Action General Manager to issue report today**

## 7. GOVERNANCE REVIEW WORKING GROUP

The President, General Manager and Membership Services Manager to meet with the Consultant, Kenny Miller this week. Dr Peter West to confirm appointment.

To complete the committee for this group, a full-time and part-time Officer had to be chosen. It was proposed Philip Wilson would be the full-time Officer, seconded by VPSC and Iain Delworth the part-time Officer, seconded by the Deputy President.

The Committee now comprises of :

- President
- Deputy President
- VPOCS
- AAO
- General Manager
- Membership Services Manager
- Democratic Services Co-ordinator

**Action Membership Services Manager to circulate timetable**

**8. SVA**

Further to the information issued in the report, VPSD highlighted that the Volunteer Awards were offering Best Practice in other Universities including Bristol. He was keen to pilot this scheme for next year and had held discussions with the Membership Services Manager and AAO. It was planned for 10 Executive members each to take 5 volunteers, therefore benefiting the University, encouraging them to become more aware and hopefully return at Mentors in the following years. It was hoped to look for volunteers from SRC, Sports and Clubs and those who are already volunteers. Another suggestion was to ask 2<sup>nd</sup> or 3<sup>rd</sup> Year Students during the Freshers' Fayre. Anyone already involved in SVA would be an ideal candidate. This offered the potential for accreditation by the University and enhance their employability through their redrafted CV.

The Deputy President was concerned about the 30 hours time needed to cover the 6 sessions, especially for the part-time Officers. CSC suggested using the Welcome Team and established Volunteer Officers.

The Executive confirmed that the scheme should progress and acceptance emails would be issued to VPSD and AAO.

**Action VPSD and AAO to issue work booklet, target lessons and organise Training**

**9. FRESHERS' WEEK**

VPSD assured everyone that the events for Jordanhill, Home Students and Alternative Welcome have all been addressed.

**Action "Code of Conduct" protocol issues to be discussed at next Executive. The Deputy President to put on next Agenda**

**10. WEBSITE**

**Action VPOCS to distribute roles to Executive for updating website**

**11. ANNEX**

The use of the Post Graduate Common Room being used as a Study Area was stated wrongly in the Report. The space has to be clarified, with possible use of Level 7. The costs are stated in the VPOCS report. With regard to timescale, this should be dealt with quickly. Denise Hickish is unable to give IT support at present, but this will change when groups move to the main building for the cost of £15 for a piece of equipment. The quote of £6,500 for replacement windows is too high. Each group to contribute towards the cost, with the Association paying the difference.

**Action The General Manager will liaise with the Facilities Manager to get a new estimate**

**VPOCS to look at room availability**

**EOO to clarify what areas promised to groups**

**Deputy President to circulate emails**

**12. POST GRADUATE LOUNGE**

This busy area has to remain as is, with the possibility of using the Debates Chamber as another available space.

**Action            The President to check funding for windows**

**13. AWAY DAY PLANS**

See General Manager's report.

**Action            General Manager to confirm costs**

**14. MANAGEMENT MEETINGS**

**Action            To be discussed at Away Day**

**15. TRAINING RESOURCES**

**Action            Compilation of NUS training for 2008 to be put on disk**

**16. A.O.C.B.**

RGU - "Get Stuck In at Strathclyde" new strap line

**Action            The President to consult Commercial Services**

ACTION NETWORK

**Action            VPSD & VPSC to organise opportunity profiles templates from each Area**

FORTNIGHTLY NEWSLETTER

**Action            Deputy President to discuss with Commercials**

CARBON TRUST

VPOCS feels this is needing to be discussed quickly. It is recognised the work and costs which have already been done. Elected for NUSSL Convenor for Scotland.

**Action            VPOCS to arrange meeting with University**

**17. DATE OF NEXT MEETING**

To be confirmed by Deputy President

**MINUTES OF 5TH EXECUTIVE COMMITTEE MEETING**  
**10:00 Thursday 4 September 2008**  
**DEBATES CHAMBER**

**5. ATTENDANCE**

**Present:**

Nicole McCaffery	Deputy President (Chair)
Philip Wilson	Vice President Operational & Commercial Services
Martin Law	Vice President Support & Campaigns
Campbell Steel	Sports President
Claire-Marie Loudon	Clubs & Societies Convenor
Craig McAulay	Student Media & Marketing Officer

**Apologies:**

Neil Campbell	President
Benedict Docherty	Vice President Student Development

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy for both 4<sup>th</sup> and Additional Minutes were ratified.

2.1.b) VPOCS Website distribution to be complete by tomorrow

**Action** VPOCS will issue any changes of menu after speaking to Chris Oxley

PAYROLL - The General Manager circulated details last week. The Deputy President agreed it was the right way forward. After a meeting with David Coyle, the President felt it unlikely that the University would contribute towards the change of company. VPOCS agreed that it was necessary for payment to be made weekly to casual staff. The General Manager clarified that information had been issued in the past to the Executive about this proposal.

**MINUTE:** The Executive agreed the move to SCVO

**3. CORRESPONDENCE**

None

**4. LIFE MEMBERSHIPS**

None

## 5. REPORTS

### 5.1 PRESIDENT

Nothing to add to Report

### 5.2 DEPUTY PRESIDENT

Nothing to add to Report except Commercial Services to be mentioned

### 5.3 VPOCS

Added: Health & Safety meeting held previously. University to advise on legal issues in future

Added: Loomis accusation unfounded. Future contract to be reviewed.

Added: The lift work is finished and will be fully functioning for Freshers'

### 5.4 VPSD

Nothing to add to Report

### 5.5 VPSC

Quest: VPOCS asked for more information regarding Campaign ideas, but this will be discussed later in the Agenda

Added: International events – John Carmichael's Ceilidh band is unavailable on 4<sup>th</sup> October, but offered to find an alternative. VPSC also making enquiries.

### 5.6 SPORTS PRESIDENT

Nothing to add to Report

### 5.7 ACADEMIC AFFAIRS OFFICER & EQUAL OPPORTUNITIES OFFICER

**MINUTE:** VPOCS voiced his displeasure that no reports have been submitted by both Officers

### 5.8 CLUBS & SOCIETIES CONVENOR

Added: Entertainment for Freshers' Fayre billed and will include a Magician

Palestinian Solidarity Society Student's literature to be checked before stall offered

### 5.9 STUDENT MEDIA & MARKETING OFFICER

Added: Catering Services Manager at the Lord Todd covering food arrangements. BBQ food cooked off-site.

They have requested publicity and will provide tables for use.

5.10 JORDANHILL OFFICER

Nothing to add to Report

5.11 GENERAL MANAGER

Added: Governance Review Committee names requested, but had been listed in previous Minutes. To clarify, the Executive Members will be the President, Deputy President, VPOCS and AAO.

Added: The General Manager and President discussed the fact that the Deputy President had not seen certain documents. Commercial now distributing these.

Added: Away Day Review           Inchyre Grange Hotel   £120 pp  
  Ross Priory Hotel       £100 pp

Since the price was questioned, the Executive consensus of opinion was that no overnight stay was necessary and the BTO office will be used on 15 December.

**Action                   General Manager to book**

Added: Updated SUEI plan issued

Added: The original quote of £6,500 per room for secondary glazing in the SRC and Post Graduate rooms now amended to £2,097 per room.  
This was agreed by the Executive.

VPOCS and President are awaiting Claire Jackson to clarify budget for the Post Graduate Room.

The Annex could be used for storage/archiving.

**MINUTE:               VPOCS wanted clarification whether the Groups are to contribute towards the cost of moving to the SRC Room**

**Action                   Deputy President and EOO to action**

The Deputy President has requested the General Manager to give a more detailed report to the Executive

**6. EXECUTIVE EXPENSES**

Nothing to report

**7. FRESHERS' WEEK**

All as planned. The Code of Conduct to be discussed at another time with the VPSD. Executive Welcome mentioned unexpectedly on Freshers' Literature. Arrangements will be dealt with.

**Action                   VPOCS to issue Rota and Guide to Surviving Freshers'**

**8. CAMPAIGNS WORKING GROUP**

The planned Campaign meetings involving ASK, are not working.  
The VPSC proposed a Working Group of:

Deputy President  
VPSC  
Nicola Summers – ASK  
Membership Services Manager  
and 2 Executive members

VPOCS suggested that depending on the campaign topic, a specific member should be invited. The Deputy President felt an Agenda would be appropriate to allow the Executive to make an informed decision.

**9. SRC TRAINING**

The Deputy President clarified that it was Executive SRC Training.  
VPSC suggested the Executive should meet before the Meeting to discuss motions and VPOCS felt it important that they be united by voting in-line at SRC.

**Action                    VPSC to circulate information**

**10. LIBRARY SURVEY**

The Deputy President, on behalf of the President, raised the issue at APC, in turn it will be referred to the Student Experience Committee. Special funds were available to Library Pilot schemes, but it was felt that the Student uptake didn't warrant extra hours.

**11. "VISIBLE EXEC" POLICY**

Discussion followed about wearing Executive badges on their T-shirts. The Sport President felt that when the badge was worn on duty, the Executive member should not be drinking. It was felt that when representing the Union, T-shirts should be worn with discretion.

**Action                    The Deputy President to check the current policy for discussion at the next Executive**

**12. HOLIDAYS TAKEN**

At HR's suggestion, a wall chart will be displayed on Level 10 to include all staff and Executive leave and TOIL.

**16. A.O.C.B.**

**Freedom of Info Act**

**Action**            **The President to issue statement of support to the University**

**Rock Star Energy Drink**

VPSC highlighted this company to the Executive

**MOTION:**        **Executive to write policy for SRC 1**

**Budgets**

VPOCS reported that the Sales report was under budget to date by roughly £140.

He also clarified how the £10,000 budget was being spent:

£4,000 on new LCD screens

£6,000 will be spent on new ventilation in The Scene, Level 4. Work to be started 5th January 2009.

Tables are being refurbished in Meeting Rooms.

**Footprints**

Having seen this idea at Heriot Watt University, the VPSC suggested using footprints or arrows from Level 6 to Level 5 and 7 to help Freshers'. This would be in addition to other signage.

**Action**            **VPSC, VPOCS and Facilities Manager to check feasibility**

**Lift LCD Screens**

VPOCS clarified that there would be an LCD in each lift, which would be flush with the wall.

**Carbon Trust Working Group**

Following on from a meeting with the General Manager and Facilities Manager, VPOCS, a member of the Executive has been asked to join this group. It was suggested and agreed for VPSC to be the representative. The first meeting is planned for Week 1 and it was agreed that Reports and Minutes from each meeting would be sent to the Executive.

**Sound Impact Awards**

VPOCS is keen to sign the Association to this award scheme. Ruth Bush, the President of Heriot Watt Union is trained to carry out the audit on behalf of Sound Impact and will be speaking to her in due course.

**17. DATE OF NEXT MEETING**

Thursday 18 September at 0915-1045 in Debates Chamber

**MINUTES OF 6TH EXECUTIVE COMMITTEE MEETING**  
**09:15 Thursday 18 September 2008**  
**DEBATES CHAMBER**

**6. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President (Late)
Philip Wilson	Vice President Operational & Commercial Services (Late)
Benedict Docherty	Vice President Student Development
Martin Law	Vice President Support & Campaigns
Campbell Steel	Sports President
Claire-Marie Loudon	Clubs & Societies Convenor
Craig McAulay	Student Media & Marketing Officer
Leigh-Anne Fyfe	Jordanhill Officer

**Apologies:**

David McDonald	Equal Opportunities Officer
----------------	-----------------------------

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

- 2.1.a) Matters of accuracy for 5<sup>th</sup> Minutes were ratified  
Proposed : President                      Seconded : VPSC
- 2.1.b) Away Day              The General Manager confirmed this would be held in the BTO offices on 15 December
- SRC                      Training planned for 11 October
- Visible Exec              New policy proposal later in the Agenda
- Freedom of Info Act              Thanks were extended by the President to the Executive for supporting his proposal
- Rock Star              VPSC recommended that if this drinks company made an approach to the Union it was felt to be ethically inappropriate
- Footprints              VPSC said the cost was being checked by Facilities Manager and Communications Co-ordinator

**3. CORRESPONDENCE**

None

**4. LIFE MEMBERSHIPS**

None

## 5. REPORTS

### 5.1 PRESIDENT

Added: PSMG Working Group attended yesterday with the feeling that it was finally moving forward. The Page/Parker document was discussed, the Henry Dyer Building being the preferred venue. An issue is the demarcation of space.

### 5.2 VPOCS

Added: Sales up on last year's budget, which was reflected in the printed Period Accounts

The President offered his thanks to VPOCS for covering whilst he and the Deputy President were on Annual Leave.

### 5.3 VPSD

Added: MSA – SRC room not big enough. Planned decoration by end October

Added: Union Welcome Team – 45 available to help

Added: Annex – held discussions with SUMSA. Estates quoted £4,172 for CCTV. Planned meeting with Principal, Dr West and Adel Dass

Quest: AAO wanted to check that the signs in the Annex were being replaced, which they are. He also highlighted that a Swastika needed to be removed from the corner at the front of the building.

**Action VPSD to speak to Facilities Manager re graffiti**

The President offered his thanks to VPSD for his input to PSMG

### 5.4 VPSC

Added: Campaigns Working Group started well. Alcohol Awareness information to be discussed with VPOCS re Freshers'.

Added: Week 4 - Get Involved planned  
Week 5 – Give Blood based around Halloween theme. Unfortunately Blood Donation unit unavailable until Semester 2.

Semester 2 – Mental Health campaign – planned to run with Well Being Fayre

Added: Had discussion with SACS

### 5.5 DEPUTY PRESIDENT

Nothing to add to Report

### 5.6 SPORTS PRESIDENT

Nothing to add to Report

5.7 ACADEMIC AFFAIRS OFFICER

Apologized for no Report, but details for SPARQS submitted in next report

Quest: VPSD mentioned about a training issue for ELIA

5.8 EQUAL OPPORTUNITIES OFFICER

No report submitted

5.8 CLUBS & SOCIETIES CONVENOR

Nothing to add to Report

5.9 STUDENT MEDIA & MARKETING OFFICER

Added: Metal display box found for Telegraph distribution. Liaising with Facilities and Commercial Services Managers about painting and rebranding it ready for Freshers'

Added: Fusion licence invoice arrived. Purchase order to be raised with Finance.

**Action SMMO to action both**

5.10 JORDANHILL OFFICER

Nothing to add to Report

The Deputy President reminded the Executive that Jordanhill has still to be manned throughout Freshers' Week, since there was an important value factor. Also confirmed Jordanhill Fayre on 30 September.

The Sports President wanted the bus times confirmed. The Shuttle brought Students from Jordanhill, but did not return them. It was suggested using Hyndland Train Station instead by VPSC.

5.11 GENERAL MANAGER

Nothing to add to Report

VPSD wanted to check that the signage would be on 3 sides of the canopy. The General Manager confirmed this, but said that once the external contractors provided by the University had finished, the Communications Department would erect their own agreed signage.

## 6. EXECUTIVE EXPENSES

The President questioned the omission of the Sports President from Executive Expenses. The General Manager assured him that it will be added by Finance for the next period, but in the past the position would normally be under the Sports Union Budget.

VPSD budget was high – this is being checked

Travel by the President and Deputy President under Executive General

**Action            The General Manager checking budget for Executive Travel**

## 7. FRESHERS' WEEK

a)        Line up as is.

b)        VPOCS has issued an email with details of time, venues and duties for the on duty Executive. While on duty the Exec uniform must be worn. VPOCS co-ordinating plus staff member. VIP passes, which must be signed and terms and conditions read, must be produced with either a Freshers' or Gold pass.

**Action            VPOCS distributing updates**

c)        For Inductions there is a power point presentation available running approx 15 minutes, which highlights the role of the Association and can be used at the Exec Welcome. Exec uniform to be worn. The location will be Vertigo with an Exec meets Exec format.

**Action            The President will issue the presentation**

**Action            For the Halls Welcome VPSD will advise what is required**

## 8. VISIBLE EXECUTIVE

Staff to be made aware of On and Off Duty Officers. Should there be any mis-conduct; SRC will hold the person answerable and the Executive can enforce necessary discipline. After lengthy discussions the following clause was adopted:

Executive conduct within the building (subject to discussion and amendment)

Executive officers will of course want to have a good time and have a few drinks *when not on duty*. We will be working alongside members of staff, and it is perfectly reasonable for them to expect the same standards from us as we would expect from them. There will be lots of new members of staff, particularly on the bar, and it's important that we don't put them in difficult or uncomfortable situations by acting like we own the place. There will be executive officers on duty throughout Freshers' Week. If other officers who are on a night out have issues with anything, they should take it to those on-duty officers. Students will also get a certain impression of officers dependent on their behaviour, and it must be remembered at all times that we are part of a professional organisation. Our conduct has the potential to influence how students conduct themselves within the association premises.

Executive are expected to use their own judgement when drinking in uniform and behave appropriately and within reason

**9. Ebay PROPOSAL**

The Deputy President felt there were sufficient items around the building which could be sold for profit to encourage opening a Union eBay account. Each department which takes part will have the profit re-imbursed to them as an incentive. This could possibly involve IT and Facilities.

**Action            The Deputy President will draft a proposal before the next meeting**

**10. SAFE JOURNEY HOME**

VPOCS highlighted this new scheme which Glasgow City Council are aware of. It involves texting the number of the hired car which confirms the vehicles details, therefore encouraging a safer journey. The company requested advertising space and after discussion at Campaigns a poster will be placed on Level 2, next to the Taxi information.

**Action            The President will contact the Commercials Services Manager**

**11. HOLISTIC REVIEW OR UG AND EARLY PGI STUDENT EXPERIENCE**

The President and AAO plan to meet next week, Week 1. The President is sitting on the Working Group. The Executive are expected to feed into the discussion.

**Action            The President to organise a meeting in Week 1**

**12. A.O.C.B.**

Book Trader            VPSC taking receipt of books. If Graduates hand in books they have to make Security aware

Website                VPOCS to advertise link to Website

Carbon Trust Energy Group    VPOCS planning meeting during Week 1. One suggestion is for the Executive to view the submitted reports, not print them off

**13. DATE OF NEXT MEETING**

Friday 3 October at 0915-1045 in Debates Chamber





5.9 STUDENT MEDIA & MARKETING OFFICER

Added: Thanks to Welcome Team and VPSD for help at Big Fairground

VPOCS requested that the launch party for Fusion should be held on a Thursday in possibly 2 weeks time. Communications are publicising this event.

Added: All licences are in hand and being checked. Recruitment also in hand.

5.10 JORDANHILL OFFICER

No report submitted

5.11 GENERAL MANAGER

Added: Best Freshers' ever, brought about by team work

VPOCS wanted clarified what the NUS Reception at the Scottish Parliament consisted of. The General Manager explained that it focused on the Strategic Plan up to 2010

VPOCS also requested that the item on SACSOH in the report be expanded upon. The General Manager explained that it was a University Committee, the first meeting of this calendar year was held on 1 October when the General Manager and VPOCS were invited to join the Personal Safety Committee.

VPOCS asked about the date of the University Audit, which the General Manager advised to be possibly late October. He explained that the external audit was dealt with by Baker Tilly and this gave a true reflection.

VPOCS asked about the correlation between Oracle and Sage. The General Manager explained it was on-going and in hand.

VPOCS felt that Senior Managers should have stayed on later during Freshers' and especially on Friday. The General Manager suggested meeting with VPOCS and the President next week.

**6. FRESHERS' WEEK**

The Committee to review all aspects of the week, which will benefit future Executives and also help prepare for Refreshers' Week.

**Action            The Deputy President and VPOCS to report back to Executive**

**7. GOVERNANCE**

This will be a recurring item on the Agenda. The executive committee is to be the sponsoring committee, to receive reports from the working group and oversee progress and the options leading from the discussions.

**Action            The President will submit an update of the Pauline Holland report to every Executive Meeting.**

**VPOCS and Democratic Services Co-ordinator to supply time-line**

**8. SUEI**

Report finished by 5 November in time for Audit. The President and General Manager will attend Cohort 1 presentation next Wednesday at House of Commons. The Union is part of Cohort 2, which hopefully will be awarded early next year.

**9. HOLISTIC REVIEW OR UG AND EARLY PGI STUDENT EXPERIENCE**

**Action Meeting to be arranged by the President**

**10. ASSOCIATION REGULATORY COMMITTEE**

The President has a meeting with Ronnie Cleland on Monday.

Proposed Committee:

Honorary President

Lay person Court

Vice President Audit

James Dickson

Honorary Treasurer

David Coyle

**Action General Manager to distribute ARC paper**

**11. CAMPAIGNS**

As mentioned in VPSC report. For the Ceilidh tomorrow night, help is requested.

Book Trader being held on Monday and Tuesday and VPOCS mentioned that it was highlighted in the Forum.

Alcohol Awareness next week with posters and beer mats being displayed

Week 4 - Get Involved Campaign including Clubs and Sports. The President asked for an update at the next Executive.

**Action VPSC to arrange meeting with VPSD and CSC**

Week 8 – Green Week Campaign – VPOCS requested to be on the Working Group. Communications will be involved.

**12. SIGN-UPS**

This is regarding volunteer groups, details of which have to be typed up.

VPSD mentioned there were 69 requests to become SRC representatives.

The Sports President said that it was also very encouraging for the Sport teams.

With regard to the Postgraduate Officer applications, there will be a bi-election next week.

**13. A.O.C.B.**

VPSD suggested a key to be available to lock Level 7.

**Action VPOCS to organise with the Facilities Manager**

**MINUTE It was to be recognised that the Jordanhill Officer had made a great job of clearing the exec room**

If any requests are made to the Facilities Manager for work to be done, please cc VPOCS.

VPSD wanted to clarify that the correct date for SRC Executive training is 6 October. General SRC training will be held on 22 October in preparation for the event on 27<sup>th</sup>.

VPOCS is arranging the Jordanhill Summer Ball and has spoken to Ian Munro, Estates. He is looking to organise a brainstorming meeting and has asked for help.

**Action VPOCS to arrange meeting**

Energy Group – The first meeting will be held on Tuesday to discuss Carbon Trust and Sound Impact Awards. £200 has been paid for the pack and workbook. Ruth Bush will do the Audit.

Health & Safety – Training for this will be held on 14 October and this session needs to be attended

Timetables – The President has requested these for all the part-time Officers

**14. DATE OF NEXT MEETING**

Thursday 16 October at 0915-1115 in Debates Chamber

**MINUTES OF 8TH EXECUTIVE COMMITTEE MEETING**  
**09:15 Thursday 16 October 2008**  
**DEBATES CHAMBER**

**8. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President (late arrival)
Philip Wilson	Vice President Operational & Commercial Services (late arrival)
Benedict Docherty	Vice President Student Development
Campbell Steel	Sports President (early departure)
Claire-Marie Loudon	Convenor of Clubs & Societies
David McDonald	Equal Opportunities Officer
Leigh-Anne Fyfe	Jordanhill Officer

**Apologies:**

Martin Law	Vice President Support & Campaigns
Craig McAulay	Student Media & Marketing Officer

**In Attendance:**

Ian McCartney	Membership Services Manager
---------------	-----------------------------

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy:

5.11 – should read VPOCS requested clarification on what the NUS Reception at the Scottish Parliament consisted of. The General Manager explained that this was an annual event for key Union staff and NUS contacts at external agencies and provided an update on NUS Scotland's plans for the year ahead.

10 – list of committee members should have included Pauline Holland as External Consultant; Honorary Treasure had been noted twice.

Following these corrections, Minutes of 7<sup>th</sup> Executive Committee were ratified  
Proposer : Sports President                      Seconder : VPOCS

- 2.1.b) HLMS                      MSM explained that HLM cards weren't issued at end of last Academic Year due to a problem with the card machine. Although this had since been sorted, HLM nominations do not require addresses, and therefore investigations were being conducted to try and find current addresses of HLMS – of those 28 HLMS nominated, 20 had either been distributed or contacted. The remaining 8 were Sports Union nominations. MSM to chase.
- Holistic Review              President still trying to find a suitable date for meeting with Ann Hughes
- Get Involved Week           Will take place in Week 5, not Week 4, and will be a 1 or 2 day event rather than a full week. Publicity will be with Comms Dept by end of week. Links established with Blood Transfusion Service and Volunteer Centre Network. Vertigo and Foyer booked.

Level 7 Office                      Keys ordered – VPOCS to chase

Summer Ball                        To be discussed under AOCB.

### **3. CORRESPONDENCE**

None

### **4. LIFE MEMBERSHIPS**

None

### **5. REPORTS**

#### 5.1 PRESIDENT

Added: Attended ELIR briefing day in Edinburgh – Strathclyde will be audited during 2009/10, and USSA will be involved in the reflective analysis process prior to then.

Quest: In response to a question regarding the charity background of the Lay Member of Court proposed for ARC, President noted that Ronnie Cleland had worked in NHS Trusts and other related charities, and that Mr Cleland had asked many pertinent questions regarding ARC during their conversation.

Quest: In response to a question direct to the President regarding the By-Election for the post of Academic Affairs Officer, MSM noted that the Returning Officer had set Monday 20<sup>th</sup> October as opening date for nominations, with 31<sup>st</sup> October as closing date and Friday 14<sup>th</sup> November as polling day. This means the new AAO would be able to attend SRC2 in that capacity.

#### 5.2 DEPUTY PRESIDENT

Added: Will convene AGM Working Group after Freshers Week Review this week. VPSD offered his help.

Added: Attended HUB Committee – University is seeking to convert the matriculation card into a “Smart Card” which could be used to access buildings It, Registry, etc, plus charge printing and vending. DP had been invited on to Task Group.

Quest: In response to a question on discipline cases over Freshers Week, it was noted that 25 cases had been listed since that date, but not all have progressed to being formally charged.

#### 5.3 VPOCS

Added: Period 3 sales are £15.5k ahead of last year, £18k ahead of budget. YTD sales are 6.3% ahead of budget, 8% ahead of last year.

Added: Electro night meeting moved to Friday

Quest: In response to a query as to how these figures compare to other Unions, VPOCS noted that he hadn't received any formal notification of this position, but anecdotally looks favourable. SLTN want to do an article on USSA.

Quest: Re Annexe clearing, VPOCS spoke to Facilities Manager – will follow up. MSA no longer wish to relocate – clarification is required on which Groups are moving and when.

#### 5.4 VPSD

Added: Met with Volunteer Development Scotland and CAPLE – discussed SVA+, and looked at possibility of a “Strathclyde Award”, which could be accredited but not credit-bearing (similar to other schemes such as the York Award).

Quest: In response to a question regarding position of Events Team Co-Convenors, it was noted that this practice needs to be examined within Group Constitutions. President thanks VPSD and CCS re getting group and club Constitutions together.

#### 5.5 VPSC

Deputy President asked that everyone get involved in Get Involved Week. President referred all present to Schedule 6.1.f in the Constitution

#### 5.6 SPORTS PRESIDENT

Added: Met with IT Officer and former Sports President re Sports Union website – has been updated, but flow needs examined.

#### 5.7 MEMBERSHIP SERVICES MANAGER

Added: Commercial Services have recruited a new Administrator for the department.

Added: No update had been provided by University or Council re cause of drainage problems on Monday. This would be forwarded asap.

Quest: Deputy President asked when Level 9 was to be redecorated. VPOCS responded that it was due to start on Monday, but building closure had put paid.

Quest: Deputy President inquired as to why some internal signage had been erected without proper approval. MSM would ask GM to report back on this issue. An additional question was asked re Annex sign – MSM responded that this had been discussed and agreed that the University would erect a sign some time ago, but this had so far failed to take place.

Quest: EEO requested clarification with regard to the Annex, in particular concerns that SUMSA may be in breach of fire safety regulations, that DDA compliance did not seem to be progressing, and that reporting procedures for security, break-ins, etc appeared unclear.

**ACTION: GM to speak to Estates re above issues**

(Sports President left meeting to carry out Jordanhill duties)

#### 5.8 EQUAL OPPORTUNITIES OFFICER

No report submitted.

#### 5.9 CLUBS & SOCIETIES CONVENOR

Added: An accusation had been made regarding a club breaching Clubs Byelaws. A meeting would be convened in due course to discuss the issue.

#### 5.10 STUDENT MEDIA & MARKETING OFFICER

No questions in SMMO’s absence, although it was noted that some mail had arrived from PPL.

#### 5.11 JORDANHILL OFFICER

Added: Gave student advice on planning Graduation Balls – suggested they affiliate to Clubs.

Added: Will be meeting with DP to discuss Jordanhill Campaigns.

**6. EXECUTIVE EXPENSES**

All expenses are in order. University's Internal Audit will also be checking these over the coming weeks.

**7. THE LOUNGE**

VPSD introduced paper. ASK has no problems re Lounge closing at 5pm. All Lounge bookings would be added to the What's On & Where display in the Foyer. VPOCS would look at improving lighting.

VPSD's proposal was **AGREED**

**8. GOVERNANCE REVIEW WORKING GROUP**

Vacancy for a part-time officer on the Working Group has arisen due to AAO resignation. CCS volunteered her services and was duly elected to the Group.

Papers for the GRWG had been submitted. VPOCS explained Timeline document. Some concern was raised over potential info-overload in February due to Review and Elections running concurrently. Thought will also be needed from Democratic Services Committee re referendum campaign teams.

Executive Committee noted their satisfaction with the progress made thus far by the Governance Review Working Group.

**9. ASSOCIATION REGULATORY COMMITTEE**

President noted that the Honorary Treasurer had not been included in the original paper, but should be added on the same principles of Finance Committee. A Lay Member of Court has also been identified (as discussed earlier), as has an external commercial representative, in James Dickson of Brechin Tindal Oatts.

EOO expressed reservations with regard to adding to committee as may affect balance, and proposed that Honorary Treasurer be added as a non-voting member. VPOCS noted that the original decision had been made to limit the amount of Honorary officials on ARC to ensure more external scrutiny.

Deputy President was on balance happy with the addition of the Honorary Treasurer, but would have appreciated more information from the President prior to the meeting.

Following a lengthy debate, Executive committee **agreed by majority verdict** to add Honorary Treasurer to ARC. Those expressing concerns will speak separately to Honorary President discuss the issue.

**10. NUS**

President noted that NUS would like to convene an Extraordinary Conference to progress their Governance Review, but they need 25 Unions to call for such a Conference in order for this to take place.

Executive **agreed** to support the call for an Extraordinary Conference.

## 11. GET INVOLVED WEEK

Discussed previously.

## 12. SRC

President reminded all present that SRC Reports are due in midday on Monday. Working Hours will also be given to Union Chair for distribution.

It was also noted that the Exec SRC Training hadn't been completed – meetings would be scheduled for 4pm on the afternoon of every SRC in order for Exec to discuss motions, then moving on to mingle on the Priory from 5pm onwards.

(Deputy President departed to attend a Governance meeting with the External Consultant)

## 13. POVERTY ALLIANCE

President noted research being conducted into living wages, and expressed a desire to submit a motion to NUS Scotland Council. Executive Committee **agreed** this motion:

### *Council Notes:*

1. *According to recent HBOS research, 73% of Scottish students work to fund their studies with 48% working during term-time. Average earnings for working students amount to £48.60.*
2. *Many students working part-time earn little or no more than the national minimum wage.*
3. *For many students, especially those without generous parental contributions, not working means living below the poverty line.*
4. *NUS Scotland has always campaigned to keep students out of poverty.*
5. *A living wage campaign is being set up in Scotland, and although still in its infancy, it has the Scottish Trade Union Congress, the Poverty Alliance, the Scottish Low Pay Unit and the Scottish Churches Social Inclusion Network already committed to it.*
6. *The Poverty Alliance will publish its research into what a living wage for Scotland should be in early 2009.*
7. *The next campaign steering group committee will take place Tuesday 25<sup>th</sup> November.*

### *Council Believes:*

1. *It should be a priority of NUS Scotland to ensure that students are paid a living wage, based on the true cost of living.*
2. *Students who have to work long hours for the national minimum wage to support themselves, and in some cases their families, are seriously disadvantaged in their ability to study, let alone lead a fulfilling life.*
3. *Only a large, active and diverse campaign will encourage employers in the public and private sectors to pay a living wage to their employees.*
4. *It is vital for the success of any living wage campaign, that it takes into account the views and experiences of students.*

### *Council Resolves:*

1. *NUS Scotland will pledge its support to the Scottish Living Wage Campaign.*

2. *An NUS SEC member will attend the campaign steering group meeting on 25<sup>th</sup> November to ensure student involvement.*

**14. A.O.C.B.**

**Malawi University Students' Union**

The University of Malawi: The Polytechnic Students Union had submitted a document regarding mutually-beneficial exchange programmes. This will be discussed at the next Executive Committee meeting

**Summer Ball**

VPOCS is to have some informal discussions re Summer Ball and will report back to next Executive.

**Dragon's Den**

VPD informed all present that this year's Dragon's Den will be held on 5<sup>th</sup> November.

**15. DATE OF NEXT MEETING**

Thursday 30 October at 09:15 in Curran Room.

**MINUTES OF 9TH EXECUTIVE COMMITTEE MEETING**  
**09:15 Monday 17 November 2008**  
**DEBATES CHAMBER**

**9. ATTENDANCE**

**Present:**

Neil Campbell	President
Philip Wilson	Vice President Operational & Commercial Services
Benedict Docherty	Vice President Student Development (late)
Martin Law	Vice President Support & Campaigns (late)
Campbell Steel	Sports President
Claire-Marie Loudon	Convenor of Clubs & Societies (left early)
David McDonald	Equal Opportunities Officer (left early)
Craig McAulay	Student Media & Marketing Officer (left early)
Efehi Ubebe	Postgraduate Officer (left early)

**Apologies:**

Nicole McCaffery	Deputy President
Leigh-Anne Fyfe	Jordanhill Officer

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

Previous attempts to hold this meeting on 30 October and 13 November were inquorate.

- 2.1.a) Matters of accuracy for 8<sup>th</sup> Minutes were ratified  
Proposer : President                      Seconder : VPSC

- 2.1.b) Matters arising:

Lounge	Available until 5.30pm
Extraordinary Conference	Delegates agreed at SRC
SRC	NUS Motion passed on Saturday at NUS Conference
Malawi	Discussed later in the Agenda
Fire Safety	The General Manager, Estates and SUMSA holding discussions next week. A fire drill was held on Friday which took up to 5.5 minutes to evacuate the area.

**3. CORRESPONDENCE**

None

#### **4. REPORTS**

##### 4.1 PRESIDENT

Added: Led Extraordinary Conference delegation to Wolverhampton last Wednesday, when NUS reform proposals were approved. Also attended NUS Scotland Council on Saturday.

##### 4.2 DEPUTY PRESIDENT

Nothing to add to report

##### 4.3 VPOCS

Added: Sound Impact preparation completed.  
Summer Ball – Thanks given to Kelly Liu, Sports Union, for all her help  
Close to Sponsorship deal for this event.

##### 4.4 VPSD

Added: Attended Remembrance Service at Jordanhill, SPARQS meeting and visited Abertay University in Dundee.  
Issued list of SRC Committees  
Compiling Workplans for SRC

##### 4.5 VPSC

Added: Discussed Green Week with VPOCS. Had meeting with Miriam Rose, Environmental and Ethical Convenor.  
Organising Nightline Awareness Week when volunteers, including students from Caledonian University, man a helpline.  
Attended a Student Consultative Group meeting in Belfast, which has just restarted.  
Encouragement given to Students to join Committees  
Forthcoming events include a Latin and Banghra Night. Funding and budget discussions in progress.

**Action                    The President has asked for a report for the next Executive Meeting**

##### 4.6 SPORTS PRESIDENT

Added: Unwell last week.  
Attended Freshers IV at Caledonian University, publicity organised by Communications.  
City of Glasgow Cup planned for Week 2 or 3 of next Semester  
Attended Elite Athlete programme  
Attended a Sports Presidents get-together at St Andrews where Scottish funding issues were discussed  
Held discussions with Communications re web use  
Next general meeting held on Tuesday  
SMMO suggested the Communications Officer and Sports Editor have a discussion and include a piece in the next Telegraph issue.

##### 4.7 POSTGRADUATE OFFICER

Added: Involved with Postgraduate research for the web site which is needing a substantial upgrade and will require involvement from IT.  
Attended Welfare Meeting  
Planning to start Postgraduate committee

##### 4.8 EQUAL OPPORTUNITIES OFFICER

Added: Held meeting to discuss policy and SRC.  
Womens Officer to be announced at 4pm today, and AAO announced later

4.9 CLUBS & SOCIETIES CONVENOR

Added: Attended Club meetings including an emergency one  
Unable to attend a general meeting due to being unwell

4.10 STUDENT MEDIA & MARKETING OFFICER

Added: Fusion's planned broadcast date is 1 December 2008. A Motion is being presented at SRC tonight. Denise Hickish dealing with laptop issues. Promotional material has been distributed.

Quest: VPOCS asked for the broadcasting capability in the Scene to be checked

Quest: The President requested the Telegraph distribution be checked

**Action SMMO will check both points**

4.11 JORDANHILL OFFICER

Nothing to add to report

4.12 GENERAL MANAGER

Added: Finance Meeting held on Friday was quorate.  
Safety Campaign meeting planned with Police on Wednesday 26 November to check available funding  
Memorandum of Understanding meeting to discuss Estates service level agreement

**5. EXECUTIVE EXPENSES**

All expenses for P3 are in order and will be issued for SRC tonight

**6. GOVERNANCE REVIEW**

Transform Your Union is the slogan publicised on the Web and in the Telegraph about the proposed changes. There are planned Focus Group consultations next week with a cross-section of students, which Clubs and volunteers are being encouraged to attend. There will also be a stall in the foyer this week. 10 British Unions are being used for comparison. The President and Deputy President are planning a presentation at SRC. The VPOCS assured the meeting that the timeline was as planned.

(CSC and PO left the meeting)

**7. ARC**

It was proposed that each individual group (SMT, Executive and ARC) should meet to discuss the remit.

**Action Honorary President to convene ARC as soon as possible**

## 8. SIGNAGE

Maria Campbell joined the meeting to discuss the building rebranding. After presenting various options, the Executive chose the "Complex" vertical sign and chrome sign frontage. Consideration has to be given to the load bearing capacity of the canopy as well as the safety issues. The next step now would be to contact the Sign Builders. A budget of approximately £9,000 is in place to the end of the year.

## 9. CAMPAIGNS

This item to be deferred to next meeting

## 10. BUILDING RESEARCH

The Telegraph is to publish the findings. The Sports President asked when the next meeting would be, but this is a University decision. Thanks were expressed to VPOCS and SMMO, on behalf of the Student Marketing Team. SMMO requested that the Executive meet with the new Principal, especially if they are to canvas him for backing the new building

**Action VPOCS to circulate research document**

**Action The President to arrange a meeting with the new Principal**

## 11. MALAWI PROPOSALS

Following discussions with the President of the Malawi Student Union, it was agreed to offer collaborative arrangements to exchange multi-media facilities. It was also agreed that consideration should be given to re-starting an Exchange visit, which previously was known as the Nelson Mandela scholarship. Consideration was given to asking the University to fund the cost of accommodation and course fees, if the Association were to fund flights and living expenses through fund raising.

VPOCS suggested contacting Madonna to ask her to host an Oxford style Lecture as Strathclyde is the only University in Britain offering support to Malawi.

The University already sends a container of publications to Malawi.

**Action The President to arrange to send material over to Malawi and report back to the Executive**

(SMMO left the meeting)

## 12. UNION COMMITTEES

Executive encouraged to publicise each committee

(EOO left the meeting)

**13. HOFFMAN RESEARCH**

The Executive gave their approval for The President to contact the company about Student Bank Services Research in the Union.

**14. A.O.C.B**

Discussion about Refreshers to be deferred to the next meeting

**15. DATE OF NEXT MEETING**

Wednesday 26 November at 14:00 in Debates Chamber.

**MINUTES OF 10TH EXECUTIVE COMMITTEE MEETING**  
**14:00 Wednesday 26 November 2008**  
**DEBATES CHAMBER**

**10. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President
Philip Wilson	Vice President Operational & Commercial Services
Benedict Docherty	Vice President Student Development (left early)
Martin Law	Vice President Support & Campaigns (late)
Campbell Steel	Sports President
David McDonald	Equal Opportunities Officer
Craig McAulay	Student Media & Marketing Officer (left early)
Efehi Ubebe	Postgraduate Officer (late)
Chris Majury	Academic Affairs Officer (left early)

**Apologies:**

Claire-Marie Loudon	Convenor of Clubs & Societies
Leigh-Anne Fyfe	Jordanhill Officer
John McCusker	General Manager

**In Attendance:**

Ian McCartney	Membership Services Manager
Audrey Murray	Minute Taker

The President welcomed the Academic Affairs Officer to his first Executive meeting.

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy for 9<sup>th</sup> Minutes were ratified

- i. EOO clarified that he had stayed onto the end of the previous meeting to maintain a quorate
- ii. Item 11 - The President's action point for Malawi should have read to investigate distributing material
- iii. Item 7 action point should not have read for the Honorary President to convene meeting
- iv. Item 2.1.b) should read Lounge open after 1715
- v. Item 4.4 should read Convenors to issue Work Plans for SRC

2.1.b) Matters arising:

Funding	VPSC holding discussions regarding additional campaign funding. Also compiled a campaign plan of what is required for Semester 2.
Fusion	Scene to be checked for broadcasting by VPOCS
Telegraph	Circulation has been reduced
Principal Designate	The President to arrange meeting with Executive

### 3. CORRESPONDENCE

VPSD has received correspondence from Glasgow Caledonian requesting a reciprocal agreement for student access to activities. The Sports President recommended that it should only be Students from Strathclyde to use our facilities.

### 4. REPORTS

#### 4.1 PRESIDENT

Added: First year survey highlighted events and many comments regarding Freshers'. A compilation report can be circulated to anyone interested.

Quest: Membership Services Manager made reference to Item 5.5 M2 corridor redevelopment discussed at Residential Court.  
The President mentioned that plans were in place giving access to the centre of Campus.

**Action                    The President to report back**

Quest: VPSD questioned if there was an update with regard to the SRC Mandate about Central Timetabling.  
The President had spoken to Craig Williamson from Registry but they were unable to confirm that timetables would be made available earlier.

#### 4.2 DEPUTY PRESIDENT

Added: Apologised for lack of hours due to being ill.  
With regard to the National Post Graduate Committee, issues were raised at the CHESS Meeting claiming that an undergraduate was in charge of a postgraduate committee. The affiliation fees are £984, with an allocated budget of £300. The affiliation fees were cancelled last week by stopping the cheque. There was no attendance at the Conference by a representative from Strathclyde Union.  
The Environmental & Ethical Committee standing policy requires to be reviewed.  
Working on the report for SRC

#### 4.3 VPOCS

Added: Sound Impact Awards to be discussed later.  
Facebook has not yet been created, but VPOCS plans to speak to the Communication & Marketing Committee.  
Wikipedia to be looked, at but not recommended.

#### 4.4 VPSD

Added: Following a meeting with Strathclyde Police literature has been issued regarding applying for a grant, since there is no Capee involvement. This funding can be used for organising Safety campaigns.  
With regard to the National Student Survey, the 2<sup>nd</sup> Year B.Ed course is being checked.  
Junior Office Bearers to discuss events for the Student Development Committee

4.5 VPSC

Added: With reference to the Nightline stats, there have been more calls from start of Semester 1 to Friday, than the total of Semester 1 last year.

**Action VPSC to issue report of findings**

4.6 SPORTS PRESIDENT

Nothing to add

4.7 POSTGRADUATE OFFICER

No report submitted

4.8 EQUAL OPPORTUNITIES OFFICER

Quest: The Deputy President raised the topic about an NUS Scotland Women's Group Anti-Porn Debate which she was keen to promote. EOO suggested arranging for Semester 2.

**Action EOO and Kelley Temple to discuss**

4.9 CLUBS & SOCIETIES CONVENOR

VPSD raised the issue about the Clubs Bus Trip to Alton Towers. 50 tickets were paid for, but unused from last year. VPSD suggested CSC should not be expected to organise this event.

**Action CSC and Deputy President to discuss**

4.10 STUDENT MEDIA & MARKETING OFFICER

Added: Main focus on organising Fusion broadcast. The Student Marketing team are involved with the promotion of this event through posters, flyers and a stall in the Barony.

Quest: The Deputy President requested regular meetings with the SMMO to discuss issues.

Added: The security issue to be addressed regarding half a pallet of Telegraph papers having gone missing.

Quest: VPOCS, although aware of how busy the part-time officers are, requested more information in the SMMO report. The SMMO replied that since the previous Executive meeting there was little to discuss.

4.11 JORDANHILL OFFICER

No report submitted

The Jordanhill Skool Disco is to be held on Friday 5 December and sponsored by ATL.

**Action VPOCS checking whether the RAG quiz is taking place**

4.12 ACADEMIC AFFAIRS OFFICER

Nothing to add to report

#### 4.13 MEMBERSHIP SERVICES MANAGER

Quest: VPOCS expressed his feelings that a member of the Executive should be involved in the whole interview process for the Management Accountant. The President had discussed this with the General Manager and had agreed he would preside over the final interview selection. The Deputy President and VPOCS disagreed and expressed that integration was important. The EOO felt that for consistency, the same interviewer should take part. The Membership Services Manager highlighted that HR had a structure and layout of interview process in place.

**Action Deputy President and VPOCS to liaise with HR**

When questioned the Membership Services Manager confirmed that the Senior Managers wrote the updated Student and Staff Protocol document.

The Burns Supper invitations have been distributed to Honorary Life Members. The minimum number of acceptances has to be 60 to make it a viable event. The request for guest speakers has been made. The plan is to distribute a follow-up letter in December.

The Deputy President had requested feedback prior to the 9<sup>th</sup> Executive meeting from the General Manager regarding Internal Signage, this was still awaited.

**Action The Membership Services Manager to discuss with the General Manager**

The VPSD highlighted that he had been given the wrong Period Accounts which had been the truncated version instead of the full version.

**Action The Membership Services Manager to discuss with the General Manager and Finance Department the request to have Sabbaticals receive the full version of Period Accounts and Part-Time Officers the truncated version.**

(SMMO left the meeting)

#### 5. EXECUTIVE EXPENSES

Not published

#### 6. STUDENT CONGRESS

The President proposes bringing a Constitutional amendment to SRC regarding the Student Congress planned for Semester 2, which would be time-based, giving better feedback for students, as mentioned in the AAO report. It was suggested the March Congress would be the best date.

It was suggested asking the University for half the funding required for the Congress Budget. Since the Democratic Services Budget was under, it was felt there was space for a contribution towards the other half. The Deputy President suggested having a stall next week in campus for Congress and Campaign recruitment, which would also promote the Visible Executive.

**Action                    The President to propose motion to next SRC**

**With the Executive approval the AAO to ask the University for half the funding**

## **7.            SUMSA**

VPSD highlighted that Estates have installed an internal CCTV system in the SUMSA premises in the Annexe. The University have suggested the Union pay for the maintenance of the system. Having consulted with the Facilities Manager, there is no maintenance contract in place. The Membership Services Manager highlighted that a budget was in place and with this recommendation, the Executive agreed to the Union taking responsibility for this maintenance.

**Action                    VPSD to tell the University that USSA will cover the cost of the Maintenance Contract**

(VPSD and AAO left the meeting)

## **8.            GOVERNANCE REVIEW**

Focus Group meetings arranged for this week. It is planned to contact other Universities. The Deputy President urged representation from all groups by encouraging Clubs. Pegasus is also used to highlight details. VPOCS asked what the position was for Staff Focus Groups, but the Membership Services Manager explained these had not been arranged.

**Action                    The Deputy President to speak to the Democratic Services Co-ordinator**

## **9.            CAMPAIGNS BUDGET**

The Deputy President highlighted that there was no planned Campaign Budget and requested the Executive to approve this, since it was mentioned in the Constitution the right to campaign and represent students. It was suggested using the Campaigns Team Budget, but the Membership Services Manager proposed instead using the Executive General Budget and assured the meeting that internal funding was available and would be budgeted for in the future.

**Action                    The Membership Services Manager to arrange for an additional line to be included in the Executive General Budget**

**10. ARC**

Meeting in Camera with no decisions made

**11. STAFF STUDENT PROTOCOL**

Deferred to next meeting

**12. MALAWI PROJECT GROUP**

The Deputy President will attend on 5<sup>th</sup> December.

**13. AWAY DAY AGENDA**

Deferred to next meeting

**14. SUMMER BALL**

Deferred to next meeting

**15. THE PRIORY**

A proposal was put forward to purchase a new air conditioning unit at a cost of £3,000. Since the current unit is over 5 years old this option was preferred over buying one part at a cost of £1,000. The original unit will be kept in operation at the moment for spare parts as we are using the same manufacturer.

**Action            The Executive agreed for VPOCS to progress with the purchase**

**16. A.O.C.B**

None

**17. DATE OF NEXT MEETING**

Wednesday 10 December, 1400-1545, in Debates Chamber

**MINUTES OF 11TH EXECUTIVE COMMITTEE MEETING**  
**14:00 Wednesday 10 December 2008**  
**ARBUTHNOTT MEETING ROOM**

**11. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President
Philip Wilson	Vice President Operational & Commercial Services
Benedict Docherty	Vice President Student Development (left early)
Martin Law	Vice President Support & Campaigns
Campbell Steel	Sports President
David McDonald	Equal Opportunities Officer
Claire-Marie Loudon	Convenor of Clubs & Societies
Craig McAulay	Student Media & Marketing Officer
Efeh Ubebe	Postgraduate Officer (late)
Chris Majury	Academic Affairs Officer

**Apologies:**

Leigh-Anne Fyfe	Jordanhill Officer
-----------------	--------------------

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

The President apologised for the late distribution of the previous Minutes

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy for 10<sup>th</sup> Minutes were ratified

- i. Item 4.2 The Deputy President clarified that the £984 was for the affiliation fees for Strathclyde to the National Postgraduate Committee, with an allocated budget of only £300 for NPC Scotland
- ii. Item 3 VPSD investigating correspondence to establish if a reciprocal agreement is in place
- iii. Item 4.8 Action point should read EOO and Women's Officer to discuss
- iv. Item 7 Action point to have the word contract deleted
- v. Item 10 ARC – no decision made

2.1.b) Matters arising:

- i. M2 The President has discussed with Graham Roddick, Estates, but no decision made
- ii. Nightline Stats Due to confidentiality issues, no report will be issued

- |       |                  |   |
|-------|------------------|---|
| iii.  | Debate           | EOO and Women's Officer still to discuss  |
| iv.   | Alton Towers     | Event has been dropped. CSS offers support if someone else prepared to organise. NUSSL account available to pay invoice.                              |
| v.    | Interviews       | Interviews completed by the time the DP and VPOCS had checked   |
| vi.   | Internal Signage | It was agreed that the General Manager and Deputy President should discuss the matter out with the meeting  |
| vii.  | Period Accounts  | Arrangements have been made for the Sabbaticals to receive a full version of accounts. The Sports President requested details of the Reserve Accounts |
|       |                  | <b>Action                    The General Manager to organise with Accountant</b>  |
| viii. | Student Congress | AAO raised issue at SRC   |
| ix    | SUMSA            | CCTV policy drafted and USSA will take responsibility for maintenance   |
| x.    | Focus Group      | Staff meetings held yesterday   |
| xi.   | Budget           | <b>Action                    The General Manager to advise the Accountant to add an extra line in the Executive General Budget to cover Campaigns</b> |
| xii.  | Priory           | VPOCS reported that the air conditioning unit work will be undertaken at Easter   |

### 3. CORRESPONDENCE

VPSD checking correspondence received from NUS

### 4. REPORTS

Due to illness, the President invited the Executive to give verbal updates

#### 4.1 PRESIDENT

Added:

- Meeting with Craig Williamson, Registry and Graham Roddick Estates. It was suggested by GR that all major estates developments should have a senior officer from the University included to "champion" them. The President suggested Dr West.
- Meeting with Gordon Watson from Strathclyde Universities and Colleges Union who mentioned that during the next phase of the pay negotiations with the Universities, there would be no industrial action during exams.

The President explained that USSA would act at all times in the best interests of Students.

#### 4.2 DEPUTY PRESIDENT

Added: Dealing with AGM and general democracy around “Transform” and working on the reorganisation of standing policy

#### 4.3 VPOCS

Added:

- Working on SRC, Liberation and Annex move.
- LGBT need 3 computers and have managed to source one which will be moved downstairs.
- Working on web site
- Update Facebook
- Sound Impact – Bronze award expected with only 2 self-assessment parts to be completed. Deadline for workbook is 19 December with a planned Awards day on 8 April
- Summer Ball to be discussed later
- Various meetings

#### 4.4 VPSD

Added:

Held meeting with Junior Office Bearers involved with Refresh  
Christmas Party next week

#### 4.5 VPSC

Added:

- SUEI Workshop – more Executive encouraged
- C-card protection meeting last week
- Sign-ups good for volunteers
- Well Being Fayre doing well
- Apologies for typing error giving wrong address
- Nightline last week and social
- AGM Meeting
- ASK training

The VPSC had overheard a student making homophobic comments about The C-Card Christmas posters.

The Deputy President stated that homophobic comments were not allowed in the Union against Posters, due to the equal ops policy. Anything of this nature should be referred to VPOCS.

#### 4.6 SPORTS PRESIDENT

Added:

- Sport Union Finance Committee backing 5 Athletes travelling to China for World University Games in February
- Attended Awards Meeting
- Development Committee setting up Strategic Plan
- Sports Executive setting up Policy and Procedures similar to SRC
- Attended SUS Competition Committee meeting

#### 4.7 STUDENT MEDIA & MARKETING OFFICER

Report submitted

Added:

- Telegraph published
- Checking advertising

The Sports President questioned the use of the Crest and inscription in the Telegraph heading. VPOCS clarified these had been approved by the University.

#### 4.8 POSTGRADUATE OFFICER

Added:

- Postgraduate work in progress to end of year
- Posters available for events
- Address Faculties next Semester with liaison from VPSD
- Social Network sites to liaise with Strathclyde UCAS

**Action VPOCS sending email for Workshops and presentation information**

#### 4.9 ACADEMIC AFFAIRS OFFICER

Added: Had meeting with Lyndsay Anderson, SPARQS and the Democratic Services Co-ordinator regarding course reps in the University and how changes were implemented with regard to Congress. Also intend to have Student Executive plan drafted in January

#### 4.10 CLUBS & SOCIETIES CONVENOR

Report submitted

Added: Send list to Postgraduate Officer

#### 4.11 JORDANHILL OFFICER

Nothing to add due to absence

#### 4.12 EQUAL OPPORTUNITIES OFFICER

Nothing to add to Report submitted.

#### 4.13 GENERAL MANAGER

Added:

- Finance Department under severe pressure due to staffing issues
- The new Accountant, Anthea Capaldi started on Monday
- P4 Accounts being worked on today and issued this week. Period showing £8,000 up on budget
- Finance Meeting held on Monday approved Annual Accounts for 2008. These will be circulated to the Executive prior to the next meeting and then presented to SRC 4 on 2<sup>nd</sup> February and forwarded to UMC and Court

- Estates – Memorandum of Understanding in final stages. VPOCS asked for a copy of the original

The General Manager was able to clarify to VPOCS that the VAT concerns raised in the Senior Manager's Minutes were dealt with.

VPOCS also questioned the additional £5,000 audit fee by Baker Tilly. The General Manager explained it had been a difficult period due to the Accountant not meeting the job requirements.

**Action            The General Manager to meet with Baker Tilly and clarify reason for additional fees.**

VPOCS expressed concern why S1 Jobs had not been used to recruit the new Accountant instead of an Agency, due to additional costs incurred. The General Manager explained that time was a major factor in the decision, since going through S1 Jobs may have meant waiting until February for a replacement. Having sought advice from other parties and making the President aware of the options, this was the preferred solution. There would be no refund from the previous Agency due to the small print.

The Deputy President raised the issue about Internal Signage. GM advised that he had emailed his response 2 weeks ago.

**Action            The General Manager and Deputy President to discuss out with meeting**

(VPSD left the meeting)

## 5.        **GOVERNANCE REVIEW**

VPOCS confirmed that Focus Groups, including staff, had been either held or planned. Opinions were aired about the set questions given which highlighted several issues. Timeline on course.

A suggestion for an Executive Focus Group to be discussed at Away Day on Monday.

**Action            General Manager to put on Agenda for Monday**

## 6.        **CAMPAIGNS BUDGET**

The item was deleted, as it was felt discussion at this meeting was inappropriate

## 7.        **STAFF STUDENT PROTOCOL**

The General Manager stated this document has been revised, but with no obvious changes. The intention is to revise the staff handbook by the end of December, since no update has been made since 2002.

**Approved by Executive**

## 8. AWAY DAY AGENDA

Suggested items for discussion at the meeting on Monday 15 December at BTO are:

- Governance
- Review strategic objectives
- Long term strategy in terms of building
- Capex
- IT – VPOCS to provide details
- Malawi
- SUEI
- Executive priorities
- Senior Managers proposals to be shared

**Action            The President to compile Agenda**

## 9. SUMMER BALL

VPOCS highlighted that sponsorship and a budget were available for this event. Andy Dunlop from QMU has proposed a joint venture, with plans to discuss this on Thursday. This would help to bring costs down since they would be shared. VPOCS would like to consider a joint Scottish Summer Ball event in the future.

The Sports President has been working on incorporating a sports day around the Summer Ball event at Jordanhill, and therefore depending on the venue, this may be a problem. A meeting is planned to discuss on Friday with Kirsty Black , Vice President of Jordanhill

**Action            VPOCS and Sports President to liaise**

**VPOCS to report back to the next Executive**

## 10. OXFORD STYLE DEBATE

The format of this potential debate has not yet been decided, but a planning meeting is organised for next week.

**Action            EOO and VPSD to discuss and report back to the next Executive**

## 11. EXEC/SMT HANDOVERS

The EOO encouraged Senior Managers and Executive, bearing in mind the ARC and Governance working group discussions, to compile a training handover, with HR support, listing procedures for each role.

**Action            The EOO to encourage each committee to compile a handover Document**

**The President, Deputy President and VPOCS to submit a rough guide for the next Executive**

**12. REFRESH WEEK**

Various events organised with the Commercial side nearly completed. Print deadlines are tight, but discussions are planned with Communications.

The Deputy President also asked for help with Membership events which are equally as important, including the Ethical Careers Fayre.

**13. TRANSFORM**

The working group is available for everyone on the Democratic Services committee. Printed T-shirts, planned for the Volunteer Party, have encountered a design problem, which is being worked on. It's planned to have a Transformer in the Union stairwell over Christmas.

**14. A.O.C.B**

Congress      EOO, with Executive approval, will ask the University for half the funding required for the Congress Budget.

**Action            EOO to update next meeting**

ARC              The meeting continued, but In Camera

**15. DATE OF NEXT MEETING**

Friday 16 January 2009 at 1000 in the Debates Chamber

**Extraordinary Meeting of the USSA executive committee**  
**17:50 16<sup>th</sup> December 2008**  
**President's Office**

In attendance:

Neil Campbell  
Nicole McCaffery  
Philip Wilson  
Benedict Docherty  
Martin Law  
Campbell Steel  
Craig McAulay

An extraordinary meeting was called so that the executive could discuss the report from the external auditors, Baker Tilly.

The committee noted that the report had already been approved by the finance committee, subject to minor changes which have since been made.

The committee therefore agreed that the president should sign a letter of recommendation on behalf of the executive committee, attesting to the fact that in the best of their knowledge, the report is a fair and accurate account of the students' association's finances for the year ending 31<sup>st</sup> July 2008.

**MINUTES OF 13TH EXECUTIVE COMMITTEE MEETING**  
**10:00 Friday 16 January 2009**  
**DEBATES CHAMBER**

**12. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President (late)
Philip Wilson	Vice President Operational & Commercial Services
Martin Law	Vice President Support & Campaigns
Campbell Steel	Sports President
Chris Majury	Academic Affairs Officer (late)

**Apologies:**

Benedict Docherty	Vice President Student Development
Leigh-Anne Fyfe	Jordanhill Officer
David McDonald	Equal Opportunities Officer
Claire-Marie Loudon	Convenor of Clubs & Societies
Craig McAulay	Student Media & Marketing Officer
Efehi Ubebe	Postgraduate Officer

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy for 11<sup>th</sup> Minutes were ratified

i. Item 4.9 Should read Student Experience Committee proposal

Proposer: President                      Seconder: AAO

The Minutes of the Extraordinary Meeting were ratified

Proposer: President                      Seconder Sports President

2.1.b) Matters arising:

Period Accounts                      Full version of Accounts have been organised by GM

Budget                                      GM arranged for Campaigns to be included in the Executive General Budget

Workshops & Presentations                      VPOCS has sent relevant paperwork to PO

Baker Tilly                                      GM met company Partner who clarified a number of factors which caused additional hours for Audit staff, but after discussion a reduced fee of £4,500 was agreed

Oxford Style Debate                      Still to be organised

Handovers                      **Action**                      **President and VPSD to discuss with HR Manager**

**3. CORRESPONDENCE**

None

**4. REPORTS**

4.1 PRESIDENT

Report submitted, but nothing to add

4.3 VPOCS

Apologised for no report submitted.

Working on:

- Governance Review last week
- Liberation Room – Computer set up by IT. 2 tables and blinds required
- Facebook
- Website
- Summer Ball
- Attending NUS Scotland meeting on 27 January to discuss topics – Licensing and change of Constitution
- Attended NUS meeting in Macclesfield on 14 January to discuss NUS Card

**Action                      VPOCS to submit report**

- RAG Week – possible foam party
- Transform
- Annex - since the University have cut the number of Muslim students attending Prayers in the main hall, the Playroom will now be used to provide an audio extension.  
The University are to liaise with VPOCS and the Sports President about a new fire exit being provided

4.4 VPSD

No report submitted

4.5 VPSC

Report submitted

Added:

- Kay Wood discussions about recycling mobile phones from which the University will get £1. Posters have been distributed and further details available on the Website.

**Approved by Executive**

- Refresh – discussions planned with Barbara Graham, Careers Service, and Accenture on 10 February

- ASK – record number of enquiries
- Nightline going well
- C-card – 56 sign ups

4.6 SPORTS PRESIDENT

No report submitted

Added:

- Attended SUS Seminar – cycling enquiry
- Awards meeting
- Fixtures cancelled due to weather have successfully been re-arranged
- New Sports Centre meeting

4.7 POSTGRADUATE OFFICER

Report submitted

4.8 EQUAL OPPORTUNITIES OFFICER

No report submitted

4.9 CLUBS & SOCIETIES CONVENOR

No report submitted

4.10 STUDENT MEDIA & MARKETING OFFICER

No report submitted

4.11 JORDANHILL OFFICER

No report submitted

4.12 ACADEMIC AFFAIRS OFFICER

Report submitted

Added:

- Meeting with University Finance Director and ASK
- Planned meeting with Registry to be arranged

4.13 GENERAL MANAGER

Report submitted

Added:

- P5 Accounts published this morning. £5449 under budget for December. YTD £88k ahead of budget
- Suggested External Audit be put to tender

**Approved by Executive**

(DP joined the meeting)

#### 4.2 DEPUTY PRESIDENT

No report submitted. Apologies offered for being late  
Working on:

- Transform - offering encouragement to all groups
- Refresh
- Democratic Services Meeting yesterday discussed: Election rules  
No Jordanhill forum  
Calendar not finalised but will be presented at SRC

#### **5. EXECUTIVE EXPENSES**

Published this morning highlighting:

- Salaries over budget for wages and pensions
- Staff uniforms for EOO and AAO
- Other expenses to be questioned

Approval of expenses to be held over to next Executive

#### **6. GOVERNANCE REVIEW**

The prospect of potential change is exciting and on track. Currently at stage of choosing design options. President attended meeting with Kenny Miller, Vice Principal and the Democratic Services Co-ordinator yesterday to discuss Trustee boards and Student Officers.

**Approved by Executive**

#### **7. ARC**

This will be discussed In Camera later

#### **8. STUDENT CONGRESS**

AAO attended the SEC on Tuesday to present the Student Congress plans for the event on 23 March, which will be a conference format with delegate packs being provided. Anne Hughes, Deputy Principal, suggested taking the presentation to UMC on 20 January.

Art work being done by Maria Campbell, Design and Media Co-ordinator.

The total potential cost of the event is £5k, with funding being requested from the Executive and University. Since there is a Constitutional obligation, the Executive agreed for £1,500 to be made available from the Democratic Services budget. AAO will now request the final balance from the University. Should the funding from the University be unavailable there are alternatives.

It is hoped to have the Student Reps act in post for 2 years, instead of 1.

Following discussion involving further campaigns it was suggested the following action be taken.

**Action                    The General Manager to enquire about a Campaign budget**

**9. SUMMER BALL**

VPOCS presented the Executive with details of the proposed joint event with QMU on 31 May. Several areas of issue were raised and it was decided that joint proposals from the Executive should be presented to SRC on 2 February, following discussions next week.

**10. CAPEX**

The President and General Manager have discussed timescales for Capex proposals which have been suggested by the end of March. Consideration has to be given for organising Building Warrants and Planning Permission with the City Council, and liaison with Estates.

Areas for consideration are Sage, since the contract is ending, and IT has to be prioritised. Budgets have been identified.

**Action            The General Manager to issue proposal by end of February**

**11. PRINCIPAL'S DEPARTURE**

The Principal leaves at the end of February this year.

**Action            The Executive to submit ideas for marking this occasion**

(GM left the meeting)

**12. A.O.C.B.**

NUSSL            VPOCS attended the Officer Focus Group where the NUS Extra card sales were discussed. Only 320 sales were made in Scotland, representing less than 1% of the overall UK sales. It was suggested at the meeting that in the future the amount of NUS Extra sales a students' association makes should equate to a discount on their NUS affiliation fees, with the scheme being implemented by August 2010. This would not work in Scotland given the sales are so poor and it was not well received amongst the group. Other major institutions in Glasgow and around the country not affiliated to NUS are able to offer discounts with a basic matric card. They are also planning to implement PASS Accreditation to the NUS Extra card, which would not be beneficial in Scotland, but with NUS Scotland looking at ways to introduce PASS Accreditation on to Matric cards/and or Young Scot, this would work against the appeal of the NUS extra card in Scotland. VPOCS to seek further information.

**Action            VPOCS to contact NUSSL for more details**

ARC                The meeting continued, but In Camera

**13. DATE OF NEXT MEETING**

The next meeting will be held on Friday 30 January, 1030-1200, in the Debates Chamber

**MINUTES OF 14TH EXECUTIVE COMMITTEE MEETING**  
**10:30 Friday 30 January 2009**  
**DEBATES CHAMBER**

**13. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President
Philip Wilson	Vice President Operational & Commercial Services
Benedict Docherty	Vice President Student Development
Martin Law	Vice President Support & Campaigns
Campbell Steel	Sports President (late)
Efehi Ubebe	Postgraduate Officer (late)
Chris Majury	Academic Affairs Officer

**Apologies:**

David McDonald	Equal Opportunities Officer
Claire-Marie Loudon	Convenor of Clubs & Societies
Craig McAulay	Student Media & Marketing Officer
Leigh-Anne Fyfe	Jordanhill Officer

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy for 13<sup>th</sup> Minutes were ratified

- i. The Deputy President's name was mis-spelt
- ii. Item 5 Should read uniforms for AAO and PO

Proposer: President                      Seconder: Deputy President

2.1.b) Matters arising:

Handovers                      President and VPSD have discussed this with HR Manager

NUSSL                          VPOCS has submitted report

Student Congress              AAO checking funding

Campaign Budget              **Action              The General Manager to enquire about Campaign budget with Accountant**

Principal                        Hoodie has arrived. Philip Whyte has arranged a plaque for the Debates Chamber

**Action              The Deputy President and General Manager to discuss a commemorative gift from the Executive**

### 3. CORRESPONDENCE

None

### 4. REPORTS

Due to Governance, it was suggested that the reports to be presented at SRC would be discussed

#### 4.1 PRESIDENT

Report submitted, but nothing to add

#### 4.2 DEPUTY PRESIDENT

Report submitted

Added: Attended CHESS in Aberdeen last Monday. Topics discussed were:

- Nightlines
- Class Reps system
- Website

**Action Deputy President to include details on Web**

#### 4.3 VPOCS

Report submitted, but nothing to add

#### 4.4 VPSD

Report submitted

Added: Seeking Sponsors for Star Awards.

**Action VPSD to issue papers to Executive regarding Clubs bureaucracy and signing authority**

#### 4.5 VPSC

Report submitted

Added: Highlighted the Chinese New Year on Tuesday

#### 4.6 SPORTS PRESIDENT

Report submitted, but nothing to add

#### 4.7 POSTGRADUATE OFFICER

Report submitted

Added: Working with New Postgraduates  
Liaising with CSC re Postgraduate Society  
Attending NPC meeting in Nottingham on Friday

#### 4.8 EQUAL OPPORTUNITIES OFFICER

Report submitted

**Action VPSD would like feedback from EOO as to the date of the next Equal Opportunities meeting**

#### 4.9 CLUBS & SOCIETIES CONVENOR

Report submitted

4.10 STUDENT MEDIA & MARKETING OFFICER

Report submitted

4.11 JORDANHILL OFFICER

Report submitted

4.12 ACADEMIC AFFAIRS OFFICER

Report submitted

Added: Cards to be issued soon

4.13 GENERAL MANAGER

Report submitted

Added: The Senior Managers have discussed their Collective Grievance with Pat Hoy, Deputy Director of Estates and Kenny Miller, Vice Principal. The President is meeting with Kenny Miller next week to discuss this matter.

The General Manager gave his thanks to the Membership Services Manager for the work undertaken as Project Manager for SUEI

**5. EXECUTIVE EXPENSES**

Bar and catering charges still to be confirmed. Also, the Sports President's expenses have to be scrutinised.

**Action The General Manager to arrange for the Accountant to confirm these expenses to the Executive**

**6. GOVERNANCE REVIEW**

Following discussion amongst the Executive, each gave their preferences for the three models plus variations which would be presented at SRC on Monday 2 February. SRC then have to choose two models to present for Referendum.

**Minute VPSD stated that it was not recommended for an Executive member to be involved on the Student Newspaper**

**Minute VPSD stated that more staff support was required for the Sports President**

**Minute AAO stated that a member of staff should be available to help the Faculty rep, since there would be a possibility of no VP Education on the Executive**

**Action The President and Deputy President to discuss the Executive preferences prior to SRC and identify each model more clearly**

**7. REFRESH**

This is being combined with Transform. The Deputy President will post the line-up on Pegasus, highlighting a wide variety of acts to cover all groups.

Since nothing is arranged during Refresh at Jordanhill, VPOCS and the Jordanhill Officer are planning events during Semester 2.

**Action            The Deputy President to post line-up on Pegasus**

**8.            TRANSFORM**

Democracy on Tour rolls out on Monday, with Lecture Hits the following week. The Deputy President has asked for a minimum of 2 hours help from each Executive member allowing them time to engage with students across campus.

**Action            The Deputy President to issue timetable**

**9.            COMMUNICATIONS CO-ORDINATOR REVIEW**

This post was seen to be valuable and much needed within the Association. The Deputy President intends setting up regular meetings to allay concerns about the current staff structure, allowing ideas of how best to address any problems.

**Executive agree for the post to be made permanent**

**10.          SUEI – Initial Outcomes**

The President issued a summary of the evidence presented which will be assessed prior to an award decision. An informal decision of “dysfunctional” has been reported, with the following areas being recommended for improvement:

- Collective Grievance to be parked allowing more to be achieved
- Alleviate tension between Executive and Management

The President suggested some solutions to help:

- One-to-one meetings with Executive to discuss objectives
- Executive to take a minimum of 2 hours per week to engage with students
- Regular meetings with the full-time officers, with the proviso of part-time officers attendance if available
- Regular meetings with the Senior Managers and Executive

**Action            The Deputy President to issue rota for Democracy on Tour**

**Action            The Executive to play a major role in the setting of next year’s departmental objectives and hire an external facilitator to help address issues**

**Action            The General Manager to produce paperwork through HR of relevant staff remits**

## 11. STUDENT CONGRESS

The University have offered AAO £1500 towards this event, but following discussions with Anne Hughes, she is checking whether the Principal will agree to the University matching the Association contribution. The event will be held on Monday 23 March, 0930-1630, in the Senate Suite which holds 96, but if needed McCance 3 will be available.

One item questioned by the Executive on the budget proposal was for delegates clothing. AAO was asked to reconsider this item. It was also highlighted that VAT can be recoverable.

Sign-ups are available on-line, with more publicity suggested for Class Reps. Maria Campbell in Communications is organising publicity

**Action Initial agreed figure of £1500 by the Executive stands, but AAO to review the budget and items**

## 12. SUMMER BALL

VPOCS has issued a document about the joint venture with QMU. The question of security was raised by AAO, but VPOCS assured him that the O2 Academy Security were available for discussion, especially with regard to discipline. After consideration it was agreed that the Union bars were not conducive to this event.

**The Executive agreed their support for this event with the caveat that Jordanhill must be used for an event this Semester**

**Action VPOCS to propose suggestion for Jordanhill event**

**Action At the request of the General Manager, VPOCS will organise a contract to be drawn up for the event**

## 13. CAPEX

**Action The General Manager to arrange a meeting for Senior Managers and Sabbaticals to discuss**

## 14. A.O.C.B.

i. Philip Whyte plans to propose a motion for a referendum of affiliation to NUS at SRC. The President suggested that the timing for this was not ideal due to the other topics already planned for the forthcoming referendum and he suggested opposing this motion.

ii. The Postgraduate Officer has had a request to start a Postgraduate Society which would be affiliated to the Postgraduate Committee, using their budget. The Executive agreed to this request and offered help.

## 15. DATE OF NEXT MEETING

Wednesday 18 February at 1430 in the Debates Chamber

**MINUTES OF 15TH EXECUTIVE COMMITTEE MEETING**  
**14:30 Wednesday 18 February 2009**  
**DEBATES CHAMBER**

**14. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President
Philip Wilson	Vice President Operational & Commercial Services
Benedict Docherty	Vice President Student Development
Martin Law	Vice President Support & Campaigns
Campbell Steel	Sports President (late)
Efehi Ubebe	Postgraduate Officer (left early)
Chris Majury	Academic Affairs Officer
David McDonald	Equal Opportunities Officer
Claire-Marie Loudon	Convenor of Clubs & Societies
Craig McAulay	Student Media & Marketing Officer

**Apologies:**

Leigh-Anne Fyfe	Jordanhill Officer
John McCusker	General Manager

**In Attendance:**

Ian McCartney	Membership Services Manager
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy for 14<sup>th</sup> Minutes were ratified

- i. Item 6 a) Minute should read:  
**VPSD stated that it was not recommended for a Sabbatical Executive Member to be involved directly in the production of the student newspaper. The role of the Executive is to support the volunteers who ultimately run and produce the paper themselves**
- Item 6 b) Minute should read:  
**VPSD stated that under any of the governance models more staff support was required for student activities, the direct provision of membership services to volunteers and especially to assist the part time faculty officers should that option be chosen**
- ii. Item 10 Minute should read:  
**The General Manager to email the VPSD through HR of relevant staff remits so as to enhance staff/exec relationships. The Executive to treat these as sensitive**
- iii. Item 11 Action should read:  
**Anne Hughes checking with the Principal if he would agree to host lunch at the event. University already agreed to match contribution of the Executive**

Proposer: President

Secunder: VPOCS

2.1.b) Matters arising:

Campaign Budget	Executive decided on £5,000 to be made available for Campaigns in the Membership Services Budget
Gift	Executive commemorative gift arranged
Web	Deputy President still to include Chess details on Web
Equal Ops Meeting	VPSD and EOO to discuss later
Expenses	Still to be arranged
Governance	Discussed prior to SRC
Democracy on Tour/ Transform	Deputy President dealing with both
Departmental Objectives	To be arranged for next year
Jordanhill Event	VPOCS and JO to report feedback at next meeting
Capex	Meeting to be arranged

**3. REPORTS**

3.1 PRESIDENT

Report submitted

Added: Following discussions with the Principal and a representative from UCU regarding pay negotiations, nothing has been resolved but are confident it will be.

The President suggested removing Item 12 from the Agenda as it had been covered in his report. The Executive agreed.

3.2 DEPUTY PRESIDENT

Report submitted

Added: Report highlights items from the last meeting, not previous events

Deputy President and VPSD to discuss Budgets

3.3 VPOCS

Report submitted

Added:

- Liberation Room ready today
- Facebook updated today
- Issued details for inclusion in the Core and Team briefs
- Attended lecture hits

Executive agreed to defer discussing John Kane to the next meeting

**Action            The President to include Website as an Agenda item for the next Executive Meeting**

Following discussions regarding a regular meeting between Senior Managers and the Executive, the President suggested they be arranged fortnightly

**Action            The President to arrange joint fortnightly meetings with the Senior Managers and Executive**

VPSD asked about an alternative SUMSA entrance and additional facilities. The Facilities Manager is looking at an alternative venue for a toilet. VPOCS will send an email report once he has feedback.

VPOCS quoted May as being the planned timescale for leaving OnCampus, The IT Officer is checking out alternative management systems, but plans to remain with OnCampus until all is working efficiently.

3.4    VPSD

Report submitted, but nothing to add

3.5    VPSC

Report submitted

Added:            VPSC stated that he was removing his name from the Election nominations.

When asked about the Ethical Careers Fair, VPSC confirmed after discussion with Barbara Graham, Head of Careers Service, it would possibly take place in Week 10. The plan is to have an opening plenary and workshops for volunteers, with potential Employers being invited.

3.6    SPORTS PRESIDENT

Report submitted

Added:            After discussion about the Sports Ball, it was agreed by the Executive for each officer attending the event to have their ticket paid for through Executive expenses, as has been customary practice in previous years.

3.7    POSTGRADUATE OFFICER

Report submitted

Added:

- Postgraduate Committee to be reconstructed, with help asked for from Executive members. It was planned to have each Faculty represented
- Postgraduates concerned that their views are not represented by NUS
- Jim Wilson, International & Graduate Office, to provide details of events for International Students before Wednesday morning

- Held discussions with Glasgow Caledonian re possible joint events and regular meetings

The President extended his congratulations for the Postgraduate event held on Monday night

### 3.8 EQUAL OPPORTUNITIES OFFICER

Report submitted

Added: Budgets meeting to be arranged with VPSD  
Planned discussions re PC usage

**Action VPOCS to arrange meeting re shared PC resources**

### 3.9 CLUBS & SOCIETIES CONVENOR

Report submitted

Added: CSC highlighted that the Clubs Treasurer had sent an email to an incorrect distribution, to which the SMMO had replied. SMMO apologised for the tone of the email

### 3.10 STUDENT MEDIA & MARKETING OFFICER

Report submitted

Added:

- An enquiry had been made from another University wishing to advertise Postgraduate courses in the Telegraph. The Membership Services Manager advised that this was inappropriate as it would be in direct competition with the University of Strathclyde
- With regard to Elections, Union resources or logo have not to be used. If in doubt refer to Democratic Services

The PO requested Fusion to broadcast forthcoming Postgraduate events, which SMMO agreed to once details are supplied. Arrangements are being made for Fusion to broadcast Election candidates on-mass.  
The Deputy President and SMMO to discuss the Fusion studio later

### 3.11 JORDANHILL OFFICER

Report submitted

### 3.12 ACADEMIC AFFAIRS OFFICER

Report submitted

Added:

- Art work sent to company for approval for Student Congress
- Total figure for publicity is £797.50
- Timetables finalised
- Website ready for online registrations

### 3.13 MEMBERSHIP SERVICES MANAGER

Report submitted

Added: Finances going well. Depending on budgets, cash should be available for capital projects

### **4. EXECUTIVE EXPENSES**

To be deferred to next meeting

### **10. RESERVES ACCOUNT TRANSFERS**

The Financial Accountant, Anthea Capaldi, joined the meeting to explain about an adjustment, authorised by the external auditors of £21k, which best practice advises to be dealt with now. The Accountant offered to clarify the situation to anyone individually. Although the Executive were informed, it was decided to take it to the Finance Committee for a decision.

**Action            The President to advise the Finance Committee**

The Financial Accountant left the meeting

### **5. CAPEX**

The Commercial Services Manager joined the meeting. Following discussion, it was agreed this topic be raised in a separate meeting.

**Action            Following the Finance Committee, when figures will be available, a joint Executive/SMT meeting be arranged to discuss next week. Proposals to be emailed to the President.**

The Commercial Services Manager left the meeting

### **6. SUMMER BALL**

Since QMU reviewed the costs, they have declined the offer of a joint event. Following VPOCS submitting a new proposal and budget, these were reviewed. The Executive wanted to ensure that this event, which may be renamed, was primarily for Strathclyde Students. Clauses have to be written into the sponsorship and headline act agreements to cover any possible cancellation.

The Executive agreed for this event to go ahead.

### **7. THE UNION'S 50TH**

Following discussion, the proposed event dates are 18<sup>th</sup> and 19<sup>th</sup> May 2009.

**Action            The President to organise a working group consisting of Deputy President, VPSD, General Manager and Carole McGreish**

**8. AGM**

The Executive are actively promoting the AGM with lecture hits and stalls. VPOCS has arranged an email to be sent to all students.

**9. THE LOUNGE RULES**

Deferred to next meeting

**Action VPOCS to issue guidelines for effective monitoring**

**VPOCS to arrange necessary cleaning after events**

**11. GROUPS & CLUBS FINANCE PROCEDURES**

VPD submitted a report regarding the above, highlighting that new forms had been drafted by Leanne Carnan, Sports & Clubs Administrator. It was suggested to ask for a weekly finance report from each club.

Executive agreed to £100 signing limit for cash claims by signatories and the introduction of the new forms

**Action The General Manager to arrange for the Financial Procedure Manual to be amended also make any necessary amendments with IT for changes to Sage**

**13. FIRE SAFETY PROPOSALS**

Following reports submitted by VPOCS, the Executive gave their approval for Health & Safety responsibilities and reasonable procedures

**Action Health & Safety item to be included on the Agenda**

**VPOCS to feedback report from the Health & Safety Committee.**

The Deputy President highlighted how well the staff and stewards had dealt with the recent fire alarm.

**14. NIGHTLINE (IN CAMERA)**

**15. A.O.C.B. (IN CAMERA)**

**16. DATE OF NEXT MEETING**

The next meeting will be held on Thursday 5 March at **0915** in Debates Chamber

**MINUTES OF 16TH EXECUTIVE COMMITTEE MEETING**  
**09:30 Thursday 12 March 2009**  
**ANDREW HAMNETT DEBATES CHAMBER**

**15. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President (late)
Philip Wilson	Vice President Operational & Commercial Services
Benedict Docherty	Vice President Student Development
Martin Law	Vice President Support & Campaigns
Campbell Steel	Sports President
Efeh Ubebe	Postgraduate Officer (late)
David McDonald	Equal Opportunities Officer

**Apologies:**

Leigh-Anne Fyfe	Jordanhill Officer
Craig McAulay	Student Media & Marketing Officer
Chris Majury	Academic Affairs Officer
Claire-Marie Loudon	Convenor of Clubs & Societies

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy for 15<sup>th</sup> Minutes were ratified

i. VPOCS should have been included on the 50<sup>th</sup> Birthday Working Group

Proposer: President                      Seconder: VPSD

2.1.b) Matters arising:

Website	VPOCS has completed work
Meetings	These have been scheduled weekly for Sabbatical Officers and for fortnightly for Part-time Officers
PC Resources	VPOCS has made necessary arrangements
Reserve Accounts	The President discussed this at the last Finance Meeting
Capex	Under discussion
50 <sup>th</sup> Birthday	On the Agenda

Lounge Guidelines for effective monitoring to be drafted and issued by VPOCS following discussion with the Facilities Manager regarding cleaning

**Action VPSC & VPSD to discuss guidelines with VPOCS**

Financial Procedures Discussed and effected with the Finance Committee

Health & Safety This will be on the Agenda following the next Health & Safety meeting on 19<sup>th</sup> April

### 3. CORRESPONDENCE

i. The President received correspondence regarding the NUS Governance Review Consultation.

**Action The President to organise a group to discuss this topic**

ii. Following an invitation from Sri Lankan students concerned about the Civil War, VPSC and the President attended a presentation and video and have offered help to present a motion to SRC

### 4. REPORTS

#### 4.1 PRESIDENT

Report submitted

Added: Kenny Miller agreed that the AGM resolution would be discussed at Senate. Following UMC, the VPSD was asked to organise a discussion with some Executive officers about the AGM.

**Action The President to discuss with the Principal**

#### 4.2 DEPUTY PRESIDENT

Report submitted

Added: Following the AGM the Standing Policy will be re-arranged with regard to new Governance Forums. The Executive will be given an opportunity to view these prior to SRC 6.

The Website has been updated. Discussions are planned at next weeks Committee Meeting about moving away from OnCampus. The Design and Media Co-ordinator is taking a Design Course just now to enhance new ideas.

Plans are being made to change the name of the Barony Bar on Facebook

#### 4.3 VPOCS

Report submitted

Added: Evidence to be provided on four topics for Sound Impact Awards, when a Bronze Award is expected;

- Provide emails over the last 2 years regarding University environmental involvement
- Training
- Fairtrade on Website – link provided
- Environment behaviour and operation update

#### 4.4 VPSD

Report submitted

Added:

- IIV - Assessor to interview various members of staff on 16<sup>th</sup>, 20<sup>th</sup>, 23<sup>rd</sup> and 24<sup>th</sup> March. These people have all been notified about interview times from 0930-1630 each day. The Sabbatical Officers chosen are Deputy President and VPSC, with VPOCS on standby. The Part-time Officers chosen are PO and EOO, with AAO on Standby
- Halls Committee – Planned Safety Campaign over Easter, posters for which are costing £450
- Attended SRC
- Star Awards - Police sponsorship of approximately £400 for event. Membership Services budget available, with remainder being funded by Association
- Chemical Engineers – VPOCS advised that the Alcohol request at their party night should not be granted

**Action      The President to look into the EEE BAE mater**

#### 4.5 VPSC

Report submitted

Added:

- Thanks to the President for attending the Sri Lanka meeting
- Safety Campaign on going
- Plans being made by the Co-ordinators for Nightline here and at Caledonian University to hold another week of events, possibly by the end of Semester 2.

#### 4.6 SPORTS PRESIDENT

Report submitted

Added:

- Attending Sports Union AGM
- Constitution work
- Budget submissions with the help of VPSD
- Fixtures almost complete
- Oxford Lectures – possible Sport involvement. It was suggested to check with the Alumni Office

#### 4.7 POSTGRADUATE OFFICER

Report submitted

Added:

- 7 new students have joined the Committee, to which the Executive are invited on Monday
- Claire Jackson offering training

#### 4.8 EQUAL OPPORTUNITIES OFFICER

Report submitted

Added:

- Equal Opportunities committee yesterday to discuss Policy, details of which will be posted on the Website
- Budget discussion
- Shared resources to be discussed at Membership Services Committee

#### 4.9 CLUBS & SOCIETIES CONVENOR

Report submitted, but not in attendance

#### 4.10 STUDENT MEDIA & MARKETING OFFICER

Report submitted, but not in attendance

#### 4.11 JORDANHILL OFFICER

Report submitted, but not in attendance

#### 4.12 ACADEMIC AFFAIRS OFFICER

Report submitted, but not in attendance

#### 4.13 GENERAL MANAGER

Report submitted

Added: Capex details to be confirmed, but areas of consideration are:  
IT, Alarm, Fridges and Glass Wall on Level 7

### **5. HEALTH & SAFETY**

No issues, as there has been no updated meeting held

### **6. LIFE MEMBERSHIP**

6.1 Kieran Pentland – Biochemistry/Pharmacology 1997-1999

6.2 Douglas Macdivitt – BSc Statistics 2002-2006

Both approved by the Executive  
**7. EXECUTIVE EXPENSES**

The Sport travelling expense should be charged to the Sports President's Account

**8. GOVERNANCE REVIEW**

The Open-Forum Approach was passed at the AGM following a Referendum. It was raised that students did not understand each option. A meeting will be held on Monday 16<sup>th</sup> March to discuss the next stage and reflect on the campaign. It was agreed to invite the newly elected President and Deputy President to attend these meetings.

**9. STUDENT CONGRESS UPDATE**

20 Students have registered, although every Class Rep has been emailed directly and the event publicised in the Newsletter. The Agenda has been confirmed. Discussion followed about the purchasing of Hoodies for the event, but the President stated this was discretionary spending.

**10. SIFE**

VPSD introduced this group as an affiliated club who are raising awareness of the Wobbly Williams Wednesday campaign highlighting Parkinsons' Disease. The event is to be held on 25 March, when it is hoped the staff will participate by wearing donated T-shirts, agreement for which has to be given by the General Manager. There will be collection cans and any money gathered will be given to RAG to process. This has proved a successful networking exercise between groups.

**11. AQUA AID**

The Commercial Services Manager is finalising the contract with Aqua Aid, following an approval email issued by VPOCS. The change over is costing £565, but the bottle price increase matched the cleaning cost incurred for Eden Springs. This also meets Environmental and Ethical practices.

**12. 50<sup>TH</sup> BIRTHDAY**

Discussion followed about the report issued by the President.

Executive agreed the budget from the Burns Supper should be used and therefore not charge guests for the event.

**Action**                    **VPOCS to discuss proposals with the Commercial Services Committee and report back**

**VPOCS to attend Birthday Party meeting tomorrow at 1030**

### 13. SUMMER BALL

VPOCS updated the meeting. There is only one act for the Pigeon Detectives to be confirmed. The night will also include Ray Summers and S Club. Approximately £9,000 has been saved off the original budget of £40K due to Carling Academy reducing costs.

If tickets are bought between 23 March and 3 April the cost will be £15  
The cost increases to £20 if purchased between 4 April and 29 April  
The cost will be £25 if bought on the night

The expected number to attend is 2,000. Maria Campbell is working on the design brief. The event is continuing to be called Summer Ball, with it primarily for Strathclyde Students.

With regard to an event to be held at Jordanhill, VPOCS will discuss this with the Deputy President.

**Action**                    **VPOCS to update the Deputy President with regard to a Jordanhill event and also clarify placement times**

### 14. A.O.C.B.

- i.        The Executive are being asked for help from VPSC and the Environmental and Ethical Officer to run a Green Week campaign jointly with the University from 30 March to 2 April. There is a budget of £400 available.
- ii.      Following a donation to the Association of £100 on 18 December 2008, VPSD has been considering how best to use this money, but would prefer if it were focused on Welfare. The Executive agreed to donate the money to Nightline.

**Action**                    **VPSD to liaise with Ask and Finance to donate the money to Nightline**

- iii.     The EEO raised the issue about Budgets and formalising the rules of these. The Deputy President stated that this was already covered in a Standing Policy document
- iv.      The EEO also raised the issue of Executive Handovers and standardising the layout format. It was suggested that any reports should be sent to the HR and Democratic Services Managers.

**Action**                    **The President to organise a meeting regarding Executive Handover formats**

### 15. DATE OF NEXT MEETING

The next meeting will be held on Friday 3 April at 1000 in the Andrew Hamnett Debates Chamber

**MINUTES OF 17TH EXECUTIVE COMMITTEE MEETING**  
**10:00 Friday 3 April 2009**  
**ANDREW HAMNETT DEBATES CHAMBER**

**16. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President (late)
Philip Wilson	Vice President Operational & Commercial Services
Benedict Docherty	Vice President Student Development
Martin Law	Vice President Support & Campaigns
Craig McAulay	Student Media & Marketing Officer

**Apologies:**

Campbell Steel	Sports President
Efehi Ubebe	Postgraduate Officer
Leigh-Anne Fyfe	Jordanhill Officer
Chris Majury	Academic Affairs Officer
Claire-Marie Loudon	Convenor of Clubs & Societies
David McDonald	Equal Opportunities Officer

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy for 16<sup>th</sup> Minutes were ratified

Proposer: President                      Seconder: VPOCS

2.1.b) Matters arising:

Lounge Guidelines	VPOCS, VPSD and VPSC to discuss and present recommendations to Exec 18
NUS Governance Review	Discussion planned before May
AGM Resolution	Discussed at Senate. Discussion with the Principal to be arranged. Decision making review meeting planned with Jim Love
BAE EEE Sponsorship	The President to arrange discussion
50 <sup>th</sup> Birthday	Next meeting planned for today
Jordanhill event	Possible afternoon Quiz to be arranged after Week 12. Details to be confirmed
Donation	Arranged on behalf of Nightline

Handovers

VPSD to discuss with the Membership Services and HR Managers. Mike Day has offered his help.

### 3. LIFE MEMBERSHIPS

An application was received from Eilidh Coull in October, but not presented for approval.

Details to be checked, but approved by the Executive.

### 4. REPORTS

#### 4.1 PRESIDENT

Report submitted

Added: Attended NUS National Conference. Report to be submitted to Executive.

#### 4.2 DEPUTY PRESIDENT

Report submitted, but nothing to add

#### 4.3 VPOCS

Report submitted

Added: Working on the Summer Ball, which has sold 50 tickets so far. There have been problems buying tickets on-line due to the website accessing cookies. Planned hits of lectures and the Library needed to encourage sales. Advertising being carried out at O2, ABC and other city venues.

VPSC had been asked about the possibility of extending the pub opening hours at Jordanhill beyond 2.30pm, Monday to Thursday. VPOCS stated that there was insufficient demand to open later.

#### 4.4 VPSD

Report submitted

Added: Attended Court where following topics were discussed:

- Decision making review
- Faculty reports
- Principal report
- McCance occupation

Attended the Halls Ceilidh. Training sessions for Halls Convenors to be arranged.

Investors In Volunteers (IIV) will be discussed later

4.5 VPSC

Report submitted

Added:

- Attended Congress
- Attended Hub Meeting
- Working on the SRC Motion presented on Monday night
- Working on Nightline awareness Easter campaign

VPSC issued a paper on Nightline shifts and call volumes

4.6 SPORTS PRESIDENT

Report submitted, but not in attendance

4.7 POSTGRADUATE OFFICER

Report submitted, but not in attendance

4.8 EQUAL OPPORTUNITIES OFFICER

Report submitted, but not in attendance

SMMO raised the appropriateness of a forthcoming event planned by the Women's Group to hold an Ann Summers Party. This was to spend the last of their budget.

**Action            EOO to check if this event was budgeted for**

4.9 CLUBS & SOCIETIES CONVENOR

Report not submitted and not in attendance

4.10 STUDENT MEDIA & MARKETING OFFICER

Report submitted

Added:

- A computer has been inserted in the Scene to enable Fusion to Broadcast
- Discussions with the Student Development and Communications Committee
- SMMO thanked VPSD for help with the Fusion Constitution

4.11 JORDANHILL OFFICER

Report submitted, but not in attendance

4.12 ACADEMIC AFFAIRS OFFICER

Report submitted, but not in attendance

#### 4.13 GENERAL MANAGER

Report submitted

Added:

- John Windle sent his SUEI report last night, reference to which will be made later. The General Manager has informed the Principal of the decision. A meeting with Di Boston is planned for 24 April, but awaiting a response as to her availability.

For the record, the Senior Managers have agreed to drop their Collective Grievance, subject to an agreement with Kenny Miller.

**Action                    The General Manager to update the President following the meeting**

- At the University Head of Departments Meeting on Wednesday, the Scottish funding issue of budgets being cut by 5% for next year was raised

**Action                    The General Manager to meet with the University's Financial Director to discuss the possible effect on the Association's Budget and update the President**

- The Staff Meeting will be held on 29 April, to which the Executive are invited
- The next Newsletter is due out Friday 10 April
- Received correspondence from the Best Bar None Awards Scheme inviting 2 representatives to attend the launch ceremony on 21 April 2009 in the City Chambers. It was agreed VPOCS and the Commercial Services Manager should attend.
- The Annual Report has been issued and will be circulated to the Executive. Any comments should be emailed to Communications by 21 May 2009
- Conflict Resolution meeting planned for 22 April. Jim Harvey will attend. The General Manager will email the document

**Action                    VPSD to inform the President and General Manager about budget recommendations regarding Jordanhill and the Postgraduate Committees. This is now dependent on the budget reduction.**

#### 5. **FEEDBACK CAMPAIGN**

Discussions have been held with the Campaign Committee regarding the aims, following the AGM. A brief has been sent to the Design & Media Co-ordinator to produce posters highlighting the National Students results. A report of the feedback, following a student's survey, will be issued. The Democratic Services Co-ordinator is organising a Wikipedia page. The planned budget for this campaign is £500.

**Action                    The President to ask the Library to distribute and collate the reports**

The Deputy President joined the meeting

**6. SUEI**

The SUEI application has not been granted, but will be re-assessed at the end of the year. The General Manager is meeting the University Financial Director this afternoon to discuss a conflict resolution. A joint Executive/SMT meeting is planned to consider areas of concern.

**Action                    The President to circulate John Windle's report to the Executive after this meeting**

**7. FUSION CONSTITUTION**

Since the motion was not presented at SRC, due to Inquoracy, two job positions have to be filled prior to the next SRC. SMMO was seeking approval from the Executive to advertise and fill positions for:

Promotions Officer  
Deputy Head of Systems

Executive approved on behalf of SRC

**8. CONFLICT RESOLUTION**

Jim Harvey will issue questionnaires to the Executive and SMT on 8 April, which require to be sent back by 15 April. This is to allow time for collation of information prior to the meeting on 22 April at BTO.

**9. IIV**

VPSD received an email from Linda Boyce, external Assessor. A decision is due on 29 April. An invitation will be sent to Linda to attend the Star Awards.

VPSD thanked the Student Development and Activities Co-ordinator and Membership Services Manager for all their help in this award. VPSD also wanted to thank the Membership Services Manager for the work involved for SUEI.

**10. INTERNATIONAL STUDENTS**

The Postgraduate Officer had attended the NUS National Conference where issues were raised about International Students. VPSD and PO plan to present a motion at the next SRC.

The rest of the meeting continued In Camera

**11. DATE OF NEXT MEETING**

Thursday 16 April at 0900

**MINUTES OF 18TH EXECUTIVE COMMITTEE MEETING**  
**10:00 Thursday 16 April 2009**  
**ANDREW HAMNETT DEBATES CHAMBER**

**17. ATTENDANCE**

**Present:**

Neil Campbell	President
Nicole McCaffery	Deputy President
Philip Wilson	Vice President Operational & Commercial Services (late Attendance – Item 11 only)
Benedict Docherty	Vice President Student Development
Martin Law	Vice President Support & Campaigns
Campbell Steel	Sports President

**Apologies:**

John McCusker	General Manager
---------------	-----------------

**In Attendance:**

Ian McCartney	Membership Services Manager (Minute Taker)
---------------	--

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy:

- i. Item 4.18 should be amended to read “SMMO queried the appropriateness of a forthcoming event planned by the Women’s Group to hold an Ann Summers party. Executive Committee felt it inappropriate to commit to such expenditure without asking that checks were made to ensure expenditure was included in the Women’s Group Budget”.
- ii. Item 4.13, bullet point 1 should be amended to read “...subject to agreement with Kenny Miller with regard to HR Support”
- iii. Item 8 – questionnaires were required for 17 April

Proposer:	President	Seconder:	VPSD
-----------	-----------	-----------	------

2.1.b) Matters arising:

Budgets	Increase in Block Grant has been reduced to 1%, meaning £40,000 will have to be found in order to present a balanced budget for 2009/10
Feedback Campaign	Surveys had not yet been completed
SUEI	A review session to discuss the findings of the SUEI report has been scheduled for Friday 24 April

**3. CORRESPONDENCE**

No correspondence had been tabled for discussion

#### **4. REPORTS (All provided verbally)**

##### **4.1 PRESIDENT**

Had attended NUS and NUSSL Conferences as well as Governance Review Working Group. Gave an update to Student Experience Committee on Student Congress, Governance and Exam Timetables.

##### **4.2 DEPUTY PRESIDENT**

Had also attended NUS Conference and Governance Review Working Group, as well as other meetings and sorting out issues for the last 80 days of office

##### **4.4 VPSC**

Has been planning STAR Awards, attended UMC, worked on Alumni Fund submissions, the University Challenge trials and the Volunteer Policy. Is also preparing for a possible Emergency SRC.

##### **4.5 VPSC**

Spent a full day discussing Nightline Strategy with Caley; has been working on a Mental Health Campaign – assistance will be required due to lack of volunteers available.

##### **4.6 SPORTS PRESIDENT**

Has been on holiday and has been catching up since returning

##### **4.13 MEMBERSHIP SERVICES MANAGER**

- Updated Executive on Period 8 accounts, but noted that P8 Budget Review meetings had yet to take place
- Met with Mike Day from NUS re Officer Training Residential, taking account of some of the feedback from SUEI
- Discussed programme for Friday 24<sup>th</sup> with Di Boston from SUEI
- Had finalised and sent off submission for NUS Awards
- Confirmed date of Staff Meeting as 29<sup>th</sup> April

#### **5. EXECUTIVE EXPENSES**

All Executive Officers were under budget for month, resulting in an overall position £231 below budget for period

#### **6. GOVERNANCE REVIEW**

President updated Executive on last meeting of the Governance Review Working Group.

The Group was now moving onto the 2<sup>nd</sup> stage, looking at business covered by the Forums and new officer remits. President noted that he will be taking a paper to Student Experience Committee on progress to date, which then goes to Senate and Court. The agreed timeline is to re-write the constitution before Christmas in Advance of Elections.

Deputy President added that there will be consultation with regard to officer remits and committee structures.

Membership Services Manager noted that, since the main body of the constitution will require to be re-written to comply with OSCR with regard to USSA's charitable aims, an AGM will be required to adopt changes.

The new Executive will have to decide upon officer membership of the Working Group, and, once the new model is build, consideration will be give to implication on staffing to support the structure.

## 7. EXECUTIVE PRIORITIES REVIEW

Deputy President led those present through the Executive Objectives Action Plan to monitor achievement. Summary as follows:

Biggest AGM in a decade	Achieved
Strong, active SRC	Last 3 tasks still need done
Successful platform for Governance Review	Achieved
Effective Communications Strategy	Not achieved
Visible Exec	Limited other than Transform
Expand & improve Ents	Tried some stuff and it didn't work. Felt that Ents strategy should be debated by Exec in future – to be discussed as part of Handover.
Provision of opportunities	Achieved much, but objectives a bit Woolly
Guarantees re new Union building	Not achieved, with justification
Improve quality of Union campaigns	Partial – not all Executive involved as Much as they should have
Successful Freshers Week	Achieved

## 8. JORDANHILL BUDGET

Executive agreed Jordanhill budget should be removed from SRC Groups due to reporting nature of Jordanhill Officer. However, processes would be different: no need to specify exact expenditure as this will be debated at Executive Committee level on an ongoing basis. Funding allocated via Executive Committee budgets will include general expenses and additional funding will be available subject to Executive approval.

Agreed budget to be allocated to cost centre 310: £1,000

Recycling costs asked for will be raised by Deputy President at Facilities Committee.

## 9. POSTGRADUATE BUDGET

Executive agreed Postgraduate budget should be removed from SRC Groups due to reporting nature of Postgraduate Officer. However, processes would be different: no need to specify exact expenditure as this will be debated at Executive Committee level on an ongoing basis. Funding allocated via Executive Committee budgets will include general expenses and additional funding will be available subject to Executive approval.

Agreed budget to be allocated to cost centre 311:           £3,800

## 10. REFERENDUM

Deputy President outlined the Referendum timetable, as agreed by Democratic Services Committee:

Campaign Teams decided:	17 April
Ground rules agreed:	20 April
Open meetings:	22 April
Publicity distributed:	27 April
Debate:	28 April
Polling:	30 April – 1 May
Results announced:	1 May, 4pm

Question text: “The University currently has ties to companies linked to the arms Industry; these ties include scholarships, placements and research funding for some Strathclyde Students. Should the Students’ Association lobby the University to end these ties?”

If passed, policy passed at AGM will not be removed from statute books; rather this will set a framework for policy to exist within.

Discussion took place as to Executive’s position during the Referendum process. It was agreed that Executive Officers should retain neutrality whilst seeking to promote the Referendum itself. Anyone seeking to campaign will be required to take annual leave.

## 11. SUMMER BALL

VPSC noted that tickets for the Ball were selling like Good 2 Go sandwiches.

VPOCS (in attendance for this item only) noted that 100 tickets had now been sold, but he wasn’t concerned at this stage. However, Executive Committee agreed that a decision would be required no later than mid-May re event definitely going ahead.

VPOCS noted that overall expenditure was budgeted at £31,000, with £12-15,000 of sponsorship being generated. A break-even point of 1,200 tickets had been established.

VPOCS noted that PR staff will be utilised for direct sales when needed, possibly from end of April.

**12. CAMPAIGNS**

- i. Feedback Campaign (President) : launching Week 12. Publicity being distributed to Class Reps and seeking to gain a large online presence
- ii. Mental Health Campaign (VPSC): launching Week 12. Some events planned to raise awareness, including myths about mental health. As volunteers not available due to studying, a rota will be generated covering Library, Halls, Union Foyer, STAR Awards and Principal's Debate.

**13. 50<sup>TH</sup> BIRTHDAY UPDATE**

17 HLMS confirmed so far, with 1 month to go. Commercial event now taking place at end of May.

**14. A.O.C.B.        None received**

**15. DATE OF NEXT MEETING**

The next meeting will be held on Thursday 30 April at 0915 in the Andrew Hamnett Debates Chamber

**MINUTES OF 19TH EXECUTIVE COMMITTEE MEETING**  
**10:00 Thursday 30 April 2009**  
**ANDREW HAMNETT DEBATES CHAMBER**

**18. ATTENDANCE**

**Present:**

Nicole McCaffery	Deputy President
Philip Wilson	Vice President Operational & Commercial Services
Benedict Docherty	Vice President Student Development
Martin Law	Vice President Support & Campaigns
Campbell Steel	Sports President
Efehi Ubebe	Postgraduate Officer

**Apologies:**

Neil Campbell	President
Craig McAulay	Student Media & Marketing Officer

**In Attendance:**

John McCusker	General Manager
Ian McCartney	Membership Services Manager (Item 6 and 7)
Audrey Murray	Minute Taker

**2. MINUTES OF PREVIOUS MEETINGS**

2.1.a) Matters of accuracy for 18<sup>th</sup> Minutes were ratified

Proposer: Deputy President                      Second: VPOCS

2.1.b) Matters arising:

None

**3. REPORTS**

**3.1 PRESIDENT**

No report submitted and not in attendance

**3.2 DEPUTY PRESIDENT**

No report submitted

Added: Attended University to discuss:

- Presentation about Freshers' Week
- Referendum
- Governance
- UCU – decision making

**3.3 VPOCS**

No report submitted

Added: Working on the Summer Ball

3.4 VPSD

Report submitted

Added: Attended UCU meeting which will be discussed later

3.5 VPSC

Report submitted, but nothing to add

3.6 SPORTS PRESIDENT

No report submitted

Added: Strathclyde Sports Union won the City of Glasgow Cup yesterday

3.7 POSTGRADUATE OFFICER

Report submitted, but nothing to add

3.8 EQUAL OPPORTUNITIES OFFICER

No report submitted and not in attendance

3.9 CLUBS & SOCIETIES CONVENOR

No report submitted and not in attendance

3.10 STUDENT MEDIA & MARKETING OFFICER

No report submitted and not in attendance

3.11 JORDANHILL OFFICER

No report submitted and not in attendance

3.12 ACADEMIC AFFAIRS OFFICER

No report submitted and not in attendance

3.13 GENERAL MANAGER

No report submitted

Added: Topics being dealt with:

- Conflict Resolution
- Class Reps meeting with Anne Hughes
- Association finances meeting with David Coyle
- 50<sup>th</sup> Birthday
- Budget review later today
- Collective Grievance meeting with Kenny Miller and Foster Evans
- Staff Handbook
- Financial planning with Association Accountant

#### 4. HEALTH & SAFETY

Meeting held on Tuesday which discussed the recent visit from Environmental Health. Most of the necessary goals were achieved; the remaining ones will be completed by 8 May.

#### 5. SUMMER BALL

With only over 100 tickets sold the Commercial Services department are nervous, but optimistic it will be a success. VPOCS requested help, but due to the Executive workload the Deputy President suggested using additional money to employ PR staff.

#### 6. POSTGRADUATE EVENTS

Discussion was held about the Postgraduate Calendar paper submitted

With the help of Membership Services and the Welcome Team, the events for Post-study Exit Strategy planned for 29 May and the Intellectual Warfare planned for 5 June were discussed. Suggested venues for 29 May were Vertigo or Hunter Centre.

It was proposed to hold the other two events for Spring Fest and End of Term Party as a joint venture at Jordanhill, looking at a potential date of 19 June. Transport would be arranged by running a bus.

Communications would be asked to arrange advertising for all the events.

**Action PO to check Hunter Centre availability with Audrey McCulloch**

**Action PO to check Jordanhill availability with Ian Munro, Estates**

**Action Meeting to be arranged for next week with PO, VPSD, VPOCS, DP and Membership Services Manager**

**Action VPSD to contact Nazia Iqbal regarding the Race Relations meeting to be held in Coventry on 16 and 17 May**

There is also a Postgraduate NUS Conference to be held in June, but details to be confirmed.

#### 7. JIM MCDONALD'S VISION

Following a meeting on Wednesday 29 May with UCU and Socialist Workers, concern was raised regarding the Union opinion being marginalised.

The areas of concern are: Governance  
Consultation  
UCU Action

The President and Deputy President met with the Principal and were concerned about the lack of student consultation with regard to the planned changes to departments, governance structure and redundancies.

The Executive agreed to call an EGM on 7<sup>th</sup> May, the day prior to University Court to enable the Association to have a stance on the changes. Gurjit Singh, NUS President, will be requested to chair the meeting. 150 Students are required to make the EGM quorate, therefore the Executive will contact them via leaflets produced by Communications, email via Facebook and signing of a petition lobbying Halls.

**Action            VPOCS to arrange catering with the Scene**

**8.        DATE OF NEXT MEETING**

To be confirmed

**MINUTES OF EMERGENCY EXECUTIVE COMMITTEE MEETING**  
**17:30 Tuesday 5 May 2009**  
**ANDERSON MEETING ROOM**

**19. ATTENDANCE**

**Present:**

Nicole McCaffery	Deputy President
Philip Wilson	Vice President Operational & Commercial Services
Benedict Docherty	Vice President Student Development
Martin Law	Vice President Support & Campaigns
Campbell Steel	Sports President
Craig McAulay	Student Media & Marketing Officer

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

**Apologies**

Neil Campbell	President
---------------	-----------

**2. ASSOCIATION BUDGET**

Since the budget had been revised from the previous SRC, and following approval of the Finance Committee, the Executive were asked to approve the following changes:

- i. Transfer and Lease income amended on Sage
- ii. The Sports President budget to be amended to a line under Sabbaticals
- iii. Commercial and Facilities budgets amended by £20,000 to cover a reduction in the University budget

Following these changes the Executive approved the Association Budget for 2009/10

**3. SRC**

The following topics are to be discussed at the Emergency SRC on Thursday night:

- i. Policy Lapse
- ii. Budget

The Democratic Services Co-ordinator to advise SRC of these Agenda topics

**MINUTES OF EMERGENCY EXECUTIVE COMMITTEE MEETING**  
**12:30 Wednesday 13 May 2009**  
**ARBUTHNOTT MEETING ROOM**

**20. ATTENDANCE**

**Present:**

Neil Campbell	President
Philip Wilson	Vice President Operational & Commercial Services
Benedict Docherty	Vice President Student Development
Martin Law	Vice President Support & Campaigns
Campbell Steel	Sports President

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

**2. SUMMER BALL**

With only 120 tickets sold, the Executive took the decision to cancel the event, following consultation with the Commercial Services Manager. The General Manager assured the Executive that although it was their collective responsibility they had been encouraged to try a new venture and learn from the experience. It was not through lack of effort to publicise the event that the cancellation was necessary. It was agreed to hold a discussion next week about the event.

The main act, Pigeon Detectives have agreed to play during Freshers' Week. The Ministry of Sound contract requires to be paid, but they will also be asked to move date. The contracts of the other acts involved need no further action. With regard to the venue, since no contract was signed, there was no payment required.

**Action**            **VPOCS to arrange with Finance for refunds to be issued to ticket holders. They will be offered a free ticket to the Foam Party as compensation.**

**3. NIGHTLINE BUDGET**

The VPSC asked the Executive to consider how best to fund the last meeting being held that night of the Nightline Volunteers, since there were insufficient funds in their budget. Any costs for the function would be halved with Caledonian University. The Executive agreed that VPSC should arrange a cash advance using his own Executive expense account, then claim back the £100 through the SRC Contingency Fund budget.

**4. LOUNGE RE-FIT**

Following a survey carried out and a document produced by VPSC from the results, it was agreed to discuss the topic next Thursday at the joint meeting of Executive and Senior Managers at BTO. The Executive were asked to consider possible options.

**Action**                    **VPSC to liaise with the Commercial Services and Facilities Managers regarding possible costs of work**

**5. ANTI CUTS ACTION NETWORK**

Following a request for support from SWSS, the Executive discussed the proposals and have agreed that since three strong mandates were passed last week at the EGM and progress has been made with the University, the Executive therefore do not anticipate lending support to the request.

**MINUTES OF 22nd EXECUTIVE COMMITTEE MEETING (INQUORATE)  
09:30 Thursday 28 May 2009  
ANDREW HAMNETT DEBATES CHAMBER**

**21. ATTENDANCE**

**Present:**

Neil Campbell	President
Benedict Docherty	Vice President Student Development
Martin Law	Vice President Support & Campaigns
Efehi Ubebe	Postgraduate Officer

**In Attendance:**

John McCusker	General Manager
Audrey Murray	Minute Taker

**Although the Meeting was Inquorate, the President continued to discuss the items on the Agenda, with follow-up at the next Executive Meeting**

**2. MINUTES OF PREVIOUS MEETINGS**

- 2.1 Matters of Accuracy and Matters Arising for 19<sup>th</sup> Minutes to be discussed at next Executive Meeting

**3. REPORTS**

No reports were submitted, except by the General Manager

**3.13 GENERAL MANAGER**

Report submitted

Added:

- Executive Handover planned for next Wednesday, 3 June at 5.30. The format is similar to last year
- Scottish Licensing Trade News article to be issued
- Auditors – Tenders from two different companies considered: Alexander Sloan & Co and BDO, with a suggestion to change companies every 6 years. The Executive **agreed** to change to BDO.

**Action                    General Manager to inform current Auditors of change**

- A full-time Finance Assistant is to be advertised on S1 Jobs, following Jill Hayman's contract stopping at the end of June. This position has been included in the budget for 2009/10.

**4. HEALTH & SAFETY**

Nothing to report

**5. FUTUREPROOF**

The Principal issued a communication to Students via the Website. The Executive agreed to encourage the Principal to come and engage with the Students

**Action            The President to request the Principal to attend a Village Hall Meeting next week**

**6. COURT COMPOSITION PAPER**

The President issued a draft paper concerning the Honorary President position being reviewed, following the University's plan to downsize Court numbers from 28 to 21.

**Action            The President to speak to Professor Miller**

**7. UNION LOYALTY CARDS**

Loyalty cards are envisaged for Commercial purposes and rewarding Volunteers. The NUS Extra card was already considered and now offers expanded discount provision, offering more benefits.

Since new Tills are being considered through Capex, the introduction of Loyalty cards and the software issues connected will have to be checked.

**Action            The General Manager to ask IT Officer and Commercial Services Manager to discuss software issues concerning new Tills**

**8. ACAN**

Following a proposed response from ACAN to the Principal's Vision, the Executive to discuss at the next meeting

**9. A.O.C.B.**

- i.        Lounge            VPSC raised that the Executive have to decide exactly what requirements they want for the refurbishment of the area. The General Manager suggested visiting the area with the Facilities Manager, following the meeting, which was agreed
  
- ii.       ECIU                Since Strathclyde are hosting this meeting on 15 – 17 June 2009 for 20 Students, details require to be confirmed by the end of the week. Halls are being used for accommodation. Although ECIU offer a 3,000 Euro budget to cover costs, the University also have a budget available to cover this event.

**Action                    The President to speak to the Secretary of the University regarding funding**

**The Executive to propose appropriate social events/outings for the visitors to participate in and feedback suggestions to VPSC**

- iii.      Conference      Having attended the Scottish Postgraduate Conference, a report will be submitted to the Executive. The NUS PG Conference is being held on 17 and 18 June '09.
- iv.      Facebook            The PG Officer has included a section on Facebook highlighting forthcoming Postgraduate activities and events
- v.      Calendar            The PG Officer suggests including an Event Calendar for the incoming Officer as part of the Executive objectives

**Action                    VPSC to include this suggestion at the next Freshers' Meeting**

#### **10.      DATE OF NEXT MEETING**

Friday 5 June, 1000-1130, in Andrew Hamnett Debates Chamber.

The last Executive meeting will be joint with the Executive-elect on Friday 19 June, 1400-1530, in Andrew Hamnett Debates Chamber



### 3. REPORTS

Due to the Executive Handover no reports had been submitted, except by the General Manager

#### 3.13 GENERAL MANAGER

Report submitted by General Manager, but Membership Services Manager added:

- Management Accounts healthy offering a decent surplus, allowing flexibility
- Internal Auditors in at the moment
- External Consultant to give report regarding pay and conditions and a performance report of Senior Management Team
- Recruitment taking place for a Financial Assistant, as a replacement for Jill Hayman. Multi-person interviews being held since there had been 250 applicants
- Swine Flu meeting held, but University monitoring the situation, with a possible Autumn wave expected
- Strategic Review Planning meeting planned for Friday 26 June in Vertigo
- Handover expenses available for Sabbaticals-elect
- Handover document requested from Executive to Membership Services Manager

### 4. EXECUTIVE EXPENSES

VPSD gave overview from the Management Accounts meeting held on 18 June for Period 10. Bar and Catering was highlighted as exceptionally high for the Sports President's budget.

**Action**                    **Executive-elect to review expenses and liaise with Finance**

### 5. LIFE MEMBERSHIP

Iain Johnston application **approved** by the Executive

### 6. SIGNATORIES DOCUMENT

Due to a change of Executive, as of the 1st July 2009, three new signatories had to be witnessed signing the relevant Nat West document, which would then be sent to the University for signature by David Coyle, Finance Director.

The names witnessed were:    Philip Whyte, President-elect  
   Amy Davies, Deputy President-elect  
   Iain Pullar, VPOCS-elect

**Minute**                    **Witnessed as a True and Accurate record of signatures of the Executive-elect**

## 7. HEALTH & SAFETY

Two incidents reported during the recent Foam Party.

The recent Environmental Health Audit has been satisfactory.

## 8. RESPONSIBILITY MATRIX

The Membership Services Manager issued a document which highlighted a number of issues regarding remits. This will be discussed at Residential Training on Monday 29 and Tuesday 30 June.

## 9. RISK ASSESSMENT

For the last two years the Students' Union has been classed as "being not fit for purpose for use of services provided" by the University and attained a High/High level. Since discussion is under way regarding future accommodation, it was agreed to alter the level to **Medium/High**.

## 10. CAPITAL PROJECT

VPSD issued paperwork quoting refurbishment costs for Level 5 & 7 amounting to approximately £14,080. A balance from a contribution made by the Alumni Fund allowed additional work to be done on Level 5. If agreed, the planned work would be carried out during the first two weeks in August. The work to extend the space through the removal of the stage and open out the cellar is not recommended for Capex, but hoped to be paid for using the Facilities Budget during July. The Capex money allocation was recommended to be kept as a back-up since the Contingency budget has been cut.

The Executive **agreed** for Level 5 & 7 refurbishment work to be carried out

Following agreement by the Executive for a new Alarm System by Tough, VPOCS suggested that the additional £5,000 Capex allocation should be used to purchase new lights for the Barony Bar, the quote for this is £4,330. The lighting from the Barony could be fitted in Vertigo. This work would not require building warrants.

It was agreed that this item be handed over to the Executive-elect for further discussion

**Action**                      **New Executive to set-up a Capex meeting to discuss a new lighting system for the Barony Bar**

## 11. NUS EXTRA CARD

Following discussion regarding the improved deal offered by the NUS Extra Card, which is not promoted by USSA and not recommended in Scotland by VPOCS, the meeting agreed to pass this item to the Executive-elect

**Action**                      **Executive-elect to discuss at the first Executive meeting**

**12. GOVERNANCE REVIEW HANDOVER**

The Deputy President and VPOCS issued relevant documents following a recent meeting. A resume was given as to the Executive-elect stating the up-to-date position of the Governance Review. Phase Two had begun, but a lot of work was required. The President suggested to the Membership Services Manager that further discussion would be worthwhile at the forthcoming Executive training, to which he agreed. The Deputy President-elect would like Phase Three begun within the next two months, which will involve re-writing the Constitution this summer.

**13. A.O.C.B.**

- i. SRC Budget Accruals                      VPSD issued a document for the Executive's consideration regarding External sponsorship. It was agreed to pass the information over to the Executive-elect, but instruct the following action to be dealt with.

**Action                      VPSD to inform the Financial Accountant to instruct Accruals to be carried out**

**14. DATE OF NEXT MEETING**

Since this is the final meeting of the current Executive, new dates will be set when the Executive-elect take-up office

**MINUTES OF THE ASSOCIATION GENERAL MEETING (AGM) OF THE UNIVERSITY OF STRATHCLYDE STUDENTS' ASSOCIATION**  
**4PM, THURSDAY 19 February 2009**  
**Vertigo, Level 8, the Union, John Anderson Campus**

---

**PRESENT:** Sign-in sheets available (225 members present)

**UNON CHAIR:** Gurjit Singh

**IN ATTENDANCE:** Ian McCartney, Al Wilson & Audrey Murray – Chair's Aids and Minute-Taker

---

**AGM08/09.1 ROLL CALL & QUORUM COUNT**

The meeting is quorum

**AGM08/09.2 MINUTES of the LAST MEETING**

Since the AGM held last year was inquorate there are no Minutes to be ratified.

The Union Chair asked approval to have pictures taken during the meeting.  
A vote was taken and agreed

**AGM08/09.3 MATTERS ARISING FROM THE MINUTES**

Not relevant

**AGM08/09.4 AMENDMENTS to the CONSTITUTION, RULES & SCHEDULES**

None to discuss

**AGM08/09.5 SUBMISSION OF ACCOUNTS**

The President presented the Accounts for 2007/8 – see Statement below. These were the audited financial statements produced by Baker Tilly, external Auditors, in line with best practice. They have been approved at UMC, SRC, Executive and the Finance Committee. The statement shows a £101,000 profit for this year.

President's statement:

Good afternoon everyone, and a very warm welcome to you all to the University of Strathclyde Students' Association General Meeting for 2008/09.

Firstly, a brief summary of the audited financial statements for the year ended 31 July 2008. The financial statements comply with the Statement of

Recommended Practice (SORP) – Accounting and Reporting by Charities as revised in 2005 and the Charities Accounts (Scotland) Regulations 2006. The financial year ending 31<sup>st</sup> July 2008 was a successful one for the Association. Commercial revenue was stable in a challenging trading environment and at the year end posted a surplus of £101,393 (2007: £60,928). Despite closing two bars, net sales of £1,018,000 was achieved, this was in line with budget and slightly ahead of last year.

The financial year end saw the Association with an overall surplus of £35,937, an achievement in itself but more so when compared to year end 2007 when a loss of £109,110 was posted.

In the largest commercial investment USSA has witnessed in recent years, the Food Court changed from self service to a deli style operation with hot food table service in the newly refurbished non-licensed area on level 4, now known as the Scene. The key change in the food offering saw catering sales increase 10% on last year.

The closure of Miller's bar helped facilitate a new home for our support and advisory service, ASK on level 5, along with the introduction of The Lounge; a non-licensed flexible space suitable for packed lunches and group interaction.

The Gamezone was also upgraded to provide much needed seating areas for our students.

After a full Disability Discrimination Act (DDA) survey in 2007 the Association building saw much needed improvements in many areas, including passenger and goods lifts and increased availability of accessible toilets.

In a bid to update the look, feel and impact of the Association brand and to make it as relevant to its membership as possible, a re-branding exercise was also undertaken in 2008. Consultation between executive, students and staff resulted in a new logo and brand guidelines being implemented across all areas, including advertising, promotion, uniforms and Association publicity materials.

Those were some of the most noteworthy events of last year. Now, to look at some of the big numbers:

Income: £3,315,356  
Expenditure: £3,279,419  
End of year balance for 2007/08: £35,937

Question time available, but not used

Following a vote the meeting gave their approval of Accounts, unanimously

## **AGM08/09.6 EXECUTIVE REPORT**

Presented by Neil Campbell, Union President, on current Executive objectives, achievements and challenges.

The AGM is the sovereign decision-making body of the Association, open to every member who chooses to take part. I'm delighted that so many people this year have taken up this right, allowing us to collectively set the policies and priorities that will lead this Association throughout the coming year – and beyond. Exactly one year ago, we as an executive were just a group of individual students, each with our own ideas, bracing ourselves for the campaign ahead. Last year's election was one of the most fiercely contested in a long time, with 25 candidates standing on a variety of platforms, giving the students of Strathclyde a real choice. For those of us who were elected, the next task was to distil 11 manifestoes into a set of priorities that we, as a team, could champion together. Those priorities were then shared with the student body via the student guide, sent out to everyone ahead of Freshers' Week.

First on the list of priorities: To have the biggest AGM in a decade. Well it's safe to say that we've achieved that. The choice to move the AGM to February, to coincide with the elections, was a bold one, but it's certainly paid off. Executives in recent years, it's fair to say, have become increasingly disillusioned with the AGM, as have students, assuming in advance that no-one will come, that no-one cares. Today we see that that is not the case, and the hard work that Nicole has put in, along with the rest of the team, has helped ensure that this Union is taking its orders from a bigger, more diverse group of students than any time in recent memory.

Our second priority was to have a strong, contested and active Student Representative Council. Given the nature of SRC, this was an ambitious target; that being said, the contributions from this year's councillors, both in holding the executive to account and setting policy for the association, have been invaluable. SRC can be a big commitment and we're indebted to those students who regularly give up their valuable time to contribute to the running of the Association. It's not only the council meetings, but the numerous committees that require the time and effort of student volunteers, without whom we couldn't do what we do. This year, SRC has led on change here at Strathclyde, calling for improvements to the exam timetable which we are taking up with the university. On a national level too, SRC gave us the mandate to take the issue of student dental care costs to our National Union of Students' in Scotland. It will be debated there in a few weeks and I'm confident we will achieve consensus. This just goes to show how one person's idea, when put to the democratic process, can become the shared belief of many.

The SRC model of governance is far from ideal, however, and there is wide agreement that the way we govern the Association needs to be seriously reconsidered. Too often I hear students who have to choose between taking part in student democracy and going to work so they can pay the rent. Our third priority therefore, was to build a platform for a successful governance review. We consulted with students, student volunteers, class reps, sports people, council members and other student unions up and down the country and formed the principles that would be the basis for reform: accessibility, balanced with accountability; transparent and robust decision-making, taken at the lowest appropriate level; clarity in communication and well defined roles and responsibilities, ensuring policy is enacted; all the while holding true to the fact that we are -and always will be - an organisation that is run by students, for students. In less than two weeks, the students of Strathclyde will make the ultimate decision. We have presented two new models to form the basis of a new constitution. Although different, both seek to cut bureaucracy across the board and move the focus of the organisation away from a structure that is

shaped around what happens within this building and towards what really matters: education, representation, personal development, equality and diversity and the services that students need from their Union. In both models, students like those here today will have the opportunity to shape association policy throughout the year, as and when they choose, not only at the AGM. A council will be retained, but made up of elected students with a mandate and desire to be there, not just because the constitution says they have to be. We're looking to embrace technology and put the big decisions out to online referenda on several occasions throughout the year, not just at election time. And both models will show us, in the longer term, to relate what we do to the work of class reps throughout the faculties, with a view to creating a coherent, consistent system of academic representation that belongs to the student, not the University. This change won't happen overnight and assuming one of these models is picked, there will be plenty for next year's executive to take forward. One thing's for sure, standing still is not an option. For too long this Union has been serving its structures. Now its time for a structure that serves us.

Also on our list of priorities was the development of an effective communications strategy. To represent our members, we have to know what they want. For them to feel represented, they have to know what we're doing. We also need to ensure that our work is being seen by the wider world. This year's AGM is just one piece of evidence for the success of our communications strategy. The motions that have come from the executive today aren't our ideas, but based on feedback that we gathered around the campus. More formally, we've set up a regular newsletter for class reps to improve our ties with them. In the press, we've been recognised for the success of our Fresher's Week despite the economic climate and praised for the socially responsible way that we go about our trading. I can't mention communication without talking about student media. The Strathclyde Telegraph has continued from strength to strength this year and although they will proudly tell you that they quite rightly take no direction from the executive, they are still a vital part in the way students keep abreast of development within the university, the union and the wider world. After a stop and go start, we also have Strathclyde Fusion, our radio station, broadcasting regularly for the first time certainly since I came to Strathclyde. Long may it continue and I look forward to its contribution to the dialogue that will shape our organisation in the years to come.

I've touched on Freshers' Week already, but it was another key priority, as was expanding and improving entertainment and service provision. Freshers' Week was one of the most successful in many years. Not only were the evening entertainments well attended, but the bigger, better freshers' fair attracted lots of attention from freshers' and returning students alike. The freshers' fairground returned to halls for a second year, as did the good weather to go with it. The line-up for Freshers' Week '08 was one of the best ever with live bands, DJs, comedy and hypnotism by a dog. The biggest complaint was that there was too much going on. We've sought to continue on from that, with live comedy throughout semester 1, the establishing of a regular open-mic night and a series of international themed events including our recent celebration of the Chinese New Year, as well as regular nights and all-nighters. Again and again we're proving that student unions are not just about cheap drink and cheesy pop music, but capable of delivering unique experiences that students can't get anywhere else.

In terms of opportunities for students, we continue to deliver. Freshers' Week saw increased sign-ups for sports teams, clubs and societies, volunteering and liberation groups. This success is a testament to the students that run these

groups, committing their time to helping others share in their interests. At the executive level, we have merely sought to make it easier for students to get involved in these activities, cutting back bureaucracy and ensuring they maintain a high profile. There are the old-timers like RAG, our charity group, who this year held a hugely successful casino night and are always out collecting money. We've also seen activity where previously it was lacking. For the last five years we've been without an SWD convenor. This year, we have an entire group and they've already held a hugely successful event with Kelly Knox, the winner of Britain's missing top model. The university thought that holding an Alternative Welcome event during Freshers' Week was a waste of time because it was so poorly attended last year. This year just went to show that even if you only bring together a small handful of students with a shared cause, very soon you have an unstoppable movement for change.

Reaching more students with better campaigns was a key priority for this year. Although the word campaign is only present in one person's title, campaigning is something that should permeate the student movement. We started the year by highlighting the dangers of drink spiking to new students here in the Union, whilst at the National level, we brought policy ensuring that NUS is at the heart of a new living wage campaign being run by the poverty alliance. Also at the national level we helped to ensure that the minority SNP government failed in its attempts to discriminate against 18-21 year olds and instead look at alcohol in Scotland as a problem that permeates all age groups. At the same time, pressure was applied to guarantee student exemption from the proposed local income tax, a tax what in its original form would have meant the students who have to work long hours would end up paying the most. Back at Strathclyde we saw the return of Green Week, proving that sustainability is a constant concern for students and led us to enter the Sound Impact awards – for student unions that take environmentalist seriously. Our recent sexual health campaign and our soon to be launched mental health campaign, coupled with our professional advisory service, ASK, play a vital role in ensuring the wellbeing of Strathclyde students throughout their time here.

Finally there's the Union building itself. In May, we'll be celebrating its 50<sup>th</sup> anniversary and it's certainly showing its age. This place is inflexible for redevelopment, expensive to heat and light and inaccessible to students with certain disabilities. Sooner or later, we're going to have to move and the University have agreed that it's a matter of when, not if. The question of when however, is still a big one. Given the current economic climate, which has led to a review of both the Jordanhill relocation and the new sports centre, it is difficult to say what the future will hold. Nevertheless, we firmly believe that any campus redevelopment needs a students association at the heart of it, one that meets the needs of tomorrow's students, not those of the 1950's.

That concludes the executive report for this AGM. I'm happy to take any questions if the chair will permit?

Following a vote the meeting gave their approval of the Executive Report, unanimously

## **AGM08/09.7 MOTIONS**

The Union Chair highlighted that during extensive debate consideration should be given to respect all student opinions.

Proposed order:

- |              |                                |
|--------------|--------------------------------|
| Motion 1 – 4 | As Students                    |
| Motion 5 – 6 | As Citizens of the World       |
| Motion 7     | As Members of this Association |

A procedural motion SO.4.59a was brought requesting to change motion number 5 to be heard first. This required a 2/3 majority.

A vote was taken and the motion fell

**i. Give us our feedback**

Following a speech by the proposer and final summation, a vote was taken and the Motion **passed/carried**

**AGM Notes**

1. In 2009 Strathclyde final year Students will be invited to take part in the National Student Survey for the third year running
2. In 2007 only 58% of Strathclyde Students were satisfied with their feedback compared to the national average of 62%
3. In 2008 Strathclyde student satisfaction with assessment and feedback fell to 57% whilst the national average rose to 64%
4. In certain department many students are waiting over a month for feedback on their assignments and in some instances students have submitted subsequent pieces of coursework before having received feedback from the first item
5. The Ten Principles of good feedback outlined by the NUS in 2008

**AGM Believes**

1. That the current level of satisfaction is unacceptably low and that a place of useful learning should be a place of useful feedback embodying NUS principles
2. That feedback should be provided on exams as these often contribute greatly to assessment and that good feedback should be accessible to all students and not just those on campus full time
3. That good feedback should state clearly what good performance is and how students themselves can improve their work to meet this standard
4. That good feedback delivers timely high quality information on the learning process and shapes the future learning on the course
5. That good feedback amounts to a dialogue between teacher and

student(s) and not simply a few remarks on a page

### **AGM Resolves**

1. That enhancing the quality of assessment and feedback becomes a priority campaign for USSA and remains so until serious improvements are made on the National Student Survey Results from Strathclyde
2. That the objectives of this campaign should be to:
  - a) Raise student awareness of the problem of poor feedback
  - b) Pressure the University to implement a framework to improve the quality of feedback right across the institution
  - c) To locate examples of best practice on feedback and promote them throughout the University
3. That this becomes a priority campaign for the current Executive Committee once the Elections are completed for 2009-02-25
4. That the University adopt the Ten principles of good feedback from NUS with the aim to improve the NSS Results on student feedback year on year and to exceed the national average of satisfaction by NSS 2011

Proposed: Benedict Docherty, Vice President Student Development  
Seconder: Chris Majury, Academic Affairs Officer

### **ii. Investment in our library**

Following a speech by the Proposer, with a final summation waved, a vote was taken and the Motion **carried/passed**

### **AGM Notes**

1. The following pieces of USSA standing policy: *Uni of Strathclyde Library (2000/01); Library Facilities (04/05); Inadequate Library Facilities (06/07); Online renewal of Library books (06/07) and Noise in the Library (06/07).*
2. The university's own *Risk Management Annual Report* for 2007/08, that identified the following risks within the library as being both of high risk and high likelihood:
  - Inability to maintain or extend electronic services due to declining funding
  - Unsuitability of current space / lack of suitable facilities
  - Lack of Estates activity in developing library needs
  - Failure to support degree programmes and research through

Inadequate information provision and document delivery

3. The £300 million being spent developing the University estate, including £35 million for a new sports centre
4. The significant investment in libraries by other institutions in recent years, most notably the Saltire Centre at Glasgow Caledonian University
5. The additional strain that will be placed on the Andersonian Library following the relocation of the education faculty

**AGM Believes:**

1. That of all the university's facilities, the library is the one that has the greatest impact on the greatest number of students' learning experience
2. That failure to invest significantly in the Andersonian Library over the years has resulted in Strathclyde students having to make do with a second-rate service in terms of literature, IT provision, study space, opening hours and catering
3. That a first class library is a significant selling point for any university; even more so than a first class sports centre
4. That for £35 million to be spent on a new sports centre, whilst significant library redevelopment is still a distant vision, is unacceptable
5. That a place of useful learning needs to have a useful library
6. That as a collective body of students from across the 5 faculties, we recognise the shared need for a better library and that the University should make real, significant library investment a top priority

**AGM Resolves:**

1. That through USSA and in conjunction with the library management, pressure is applied at all levels within the university so that a long term strategy for continuous improvement of the library is devised and implemented, ensuring sustainability of library series and the ability to adapt to the changing demands of modern learning styles and technologies
2. That any such strategy is informed by extensive consultation with students and other users, to ensure that the Strathclyde students of the future have access to the library facilities that they deserve
3. That the USSA executive committee, within the University governance structures, lobby and give their full support for any additional funding needed to achieve these objectives

Proposed: Neil Campbell, President  
Seconded: Nicole McCaffery, Deputy President

**iii. Stop charges for essential course materials**

The Democratic Services Committee proposed an amendment to this motion:

**Amend AGM notes 1 to read as**

USSA's standing policy from 31<sup>st</sup> January 2006 "Charging for course Materials" and "French Dossier Costs"

A vote for the amendment was taken and **passed** and should be included in the main motion

Following a speech by the Proposer and summation, a vote was taken and the Motion **carried/passed**

**AGM Notes:**

1. USSA's standing policy from 31<sup>st</sup> January 2006: "Charging for course Materials" and "French Dossier Costs"
2. The University's guidance to academics on charges for course materials as passed at Academic Committee on 16<sup>th</sup> October 2006, following pressure from USSA and based on the Scottish Funding Council's own recommendations
3. That on a number of courses, printed course materials are essential in order for students to participate in lectures, tutorials and labs

**AGM Believes:**

1. That since the above policies were passed, improvements have been made, but just two years later, many courses are still charging for course materials that students are told they require
2. That there is a serious difference of opinion on what is deemed by many academics as 'non-essential to the course' and what is deemed by many students as 'essential' to participate fully in their classes
3. That not only is it unreasonable for these costs to be covered by students, but many students are not aware that these costs exist until they begin their course, which can seriously disrupt the tight budgets that they have already arranged
4. Where students require printed course materials to be able to properly engage with the teaching they receive, these should be provided free of charge

**AGM Resolves:**

1. That USSA return to the University with policy which clearly defines what can and cannot be charged for as 'essential course materials'
2. That this policy be formulated by the Education Policy Committee based on feedback from students across the institution about their experiences, with an emphasis on equality and consistency across the University
3. To ensure that the dissemination of this information be extended not only to each academic in the University, but also to each student so that they know what costs to expect before they start and can budget accordingly as well as an understanding of what they should not expect to pay for

Proposed: Neil Campbell, President

Seconder: Chris Majury, Academic Affairs Officer

**iv. Saying no to top up fees. Again.**

The Proposer spoke on the Motion, gave a final summation, a vote was taken and the Motion was **passed/carried**

**AGM Notes:**

1. That the Westminster government is about to embark on its 2009 review of HE funding
2. The retirement of Professor Hamnett, Principal of the University of Strathclyde
3. The appointment of Professor Jim McDonald as incoming Principal of the University of Strathclyde
4. That by the time the 2009 review is being undertaken there will be five recently retired Principals of Scottish HE institutions
5. The current debate taking place on the future competitiveness of Scottish HE institutions
6. The existence of a number of pieces of standing policy concerning top up fees already
7. Labour's support, both north and south of the border, for top up fees

**AGM Believes:**

1. That students won an important and historic battle in February 2008 with the abolition of the graduate endowment

2. That already, certain institutions' Principal's have privately expressed concerns over the future funding and competitiveness of Scottish institutions compared to England and Wales with the absence of top up fees north of the border
3. That, especially among the "ancient" universities, there have been musings of the introduction of fees in order to remain what they deem to be "competitive"
4. That, no matter what your political beliefs, minority governments such as the SNP in Holyrood are by their very nature unstable and rely on pacts formed as and when required to ensure certain pieces of legislation
5. Whilst support existed at the time for an end to the graduate endowment, this support is not set in stone and guaranteed
6. That south of the border many institutions are calling for the cap to be lifted; something which is more than likely to happen
7. That should the cap be lifted it places an even greater funding gap between Scotland and the rest of the UK
8. That with the existence of five former Principal's from Scottish institutions during the 2009 review, formerly private ideals such as the favouring of top up fees in Scotland may become public ones
9. That with the 2009 review about to take place as he take up office, the time is now ripe for the students of Strathclyde to seek assurances from Professor Jim McDonald that he supports a Scottish students rights to a free and funded education; similarly it is important to seek assurances from Professor Andrew Hamnett that one in retirement he will never waiver from his public stance whilst at Strathclyde that he too supports this right
10. That simply because Scottish students have won the right to a free and funded education does not mean that they should become complacent and accept this victory as an absolute

Proposer: Philip Whyte, Debates Convenor  
 Seconded: Chris Majury, Academic Affairs Officer

**v. To end Strathclyde's complicity in military conflicts**

Amendment proposed by Democratic Services Committee was voted on, but **fell**.

**AGM Notes:**

Replace 1 to read as:

1. 1062 Palestine civilians including 280 children and women have died in the recent conflict in Gaza

2. A group of Strathclyde Students occupied the McCance building on 4-5<sup>th</sup> of February 2009

Renumber AGM notes accordingly

Discussion followed about the proposed motion only

Following a lengthy discussion a summation was given for and against the Motion. A vote was taken and the Motion **passed/carried**

**AGM Notes:**

1. That the recent massacre of over 1062 Palestinian civilians, including 280 children and 111 women, in the occupied territories of Gaza by the Israeli government<sup>1</sup> has led students of Strathclyde University to occupy the finance building on 4-5 February 2009 in solidarity with the Palestinian struggle
2. That, as a result of the students' occupation, the University has formally expressed "*its deep concern about the plight of the people of Gaza*"<sup>2</sup>
3. That the University has consequently stopped purchasing water supplies from, though it has not terminated the contract with, the Israeli-owned company Eden Springs Ltd – a subsidiary of a major water provider (Mayanot Eden) operating commercial activities in the Occupied Territories in breach of international law<sup>3</sup>
4. That the University engages in research and development (R&D) activities with and receives funding and contracts from, companies who profit from the occupation of Gaza and other warstricken zones, such as BAE Systems – one of the UK's largest arms manufacturer supplying the Israeli army with weapon-components responsible for the recent bombings in Gaza.

**AGM Believes:**

1. That the occupation of Gaza and is unlawful, as is also the commercial exploitation of the conflict by any company
2. That by building ties with companies profiting from the Palestinian/ Israeli conflict, such as BAE and Eden Springs, the University and its students are complicit in the occupation of Gaza
3. That none of the activities pursued by the students and/or university staff must contribute, directly or indirectly, to the occupation of Gaza and its commercial exploitation

**AGM Instructs:**

1. The Association to pressure the university to cut all ties with BAE, its subsidiaries and other companies with links to the arms trade, particularly in relation to:

- i. funding, irrespective of its nature and including – but not limited to – scholarships, internships, R&D contracts and outsourcing
  - ii. academics supporting and promoting military R&D, including their presence at lectures, conferences or other activities/ events organised by the University
2. The Association to pressure the University to terminate the contract with Eden Springs Ltd and not to enter into future commercial agreements with companies and/or their subsidiaries, who exploit conflict for their commercial activities and stand to profit from war
  3. The Association to ban BAE and other companies with links to the arms trade and/or their representatives from having presence in the Association's building(s) and events, including – but not limiting to – posters, stalls, presence at careers fairs, etc
  4. The Association to carry out an investigation on the direct and indirect ties (such as funding) of this University with companies operating in the arms trade
  5. The Association to actively support and publicise appeals to alleviate human suffering in Gaza and other conflict zones

---

<sup>1</sup> Palestinian Centre for Human Rights. Weekly Report: On Israeli human rights violations in the occupied Palestinian

<sup>2</sup> Peter West, Secretary to the University of Strathclyde, [http://www.strach.ac.uk/press/newsreleases/headline\\_172779\\_en.html](http://www.strach.ac.uk/press/newsreleases/headline_172779_en.html)

<sup>3</sup> Articles 47 and 52 of the Geneva Convention; UN Resolution 333 (XXIX); UN Resolution 59/251

---

Proposer: Ben Wray  
 Seconder: Kim Bizzarri

**vi. Condemn the Illegal Occupiers**

Following a speech by the Proposer, a vote was taken but the Motion **fell**

**vii. Door charges for Strathclyde Students**

Following a speech by the Proposer, a vote was taken but the Motion **fell**

**AGM08/09.8      A.O.C.B.**

The Returning Officer presented election speeches by Executive nominees

Presidential Candidates:

- Yousuf Hamid
- Bryan Simpson
- Philip Whyte

Deputy President Candidates:

- Sarah Collins
- Amy Davies
- Martin Harvey
- Naomi Hastings

Sports President Candidates:

- Philip Gallagher
- Andrew Martin
- Gavin Park

**The meeting closed at 18:50**

**MINUTES OF THE EXTRAORDINARY GENERAL MEETING (EGM)  
OF THE UNIVERSITY OF STRATHCLYDE STUDENTS' ASSOCIATION  
5PM, THURSDAY 7 MAY 2009  
Vertigo, Level 8, The Union**

---

**ATTENDANCE:** Sign-in sheets available (370 Ordinary Members in Attendance)

**UNON CHAIR:** Liam Burns, NUS President Elect

**IN ATTENDANCE:** Ian McCartney, Al Wilson & Audrey Murray – Chair's Aids and Minute-Taker

---

**EGM0809/09.1 ROLL CALL**

Everyone was welcomed to the meeting of the Extraordinary General Meeting by the Chair. The meeting required 150 students to reach quoracy, with the actual number of students who signed-in being 370.

**EGM0809/09.2 MOTIONS**

**1. Save YOUR Degree**

The President thanked everyone for attending during such a busy exam time. He gave a speech on behalf of the Executive outlining the motion and highlighted that there was an amendment to be considered. The proposer of the amendment was willing to withdraw their motion if the Executive gave their assurance that a committee would be set up that night. The Vice President Student Development would not give that assurance, but suggested it would be considered the following week. The proposer accepted this decision.

A vote was taken and the amendment to the motion **fell**.

A discussion followed regarding the original motion and a vote taken.

The motion **passed**.

**EGM Notes**

1. The Principal's commitment to having an internationally renowned technological University;
2. The ongoing work of the Quality Assurance Agency with regard to research teaching linkages;
3. The proposed merger between the Education and Law, Arts and Social Sciences (LASS) faculties;

4. The University's Social Sciences Review Group has stated that the merger between Education and LASS would only be of benefit to the University, "provided that there is... disinvestment from areas of weakness";
5. The Principal's announcement that Strathclyde should have "strong, appropriate social sciences, arts and humanities" in line with becoming "an unambiguously recognised internationally leading technological university";
6. The continuing cuts to the Modern Languages Department;
7. That consultation and communication are not the same thing.

### **EGM Believes**

1. It is often the case that research-led institutions have substantially below par undergraduate learning and teaching provisions;
2. Researchers do not necessarily make good lecturers when they fail to let their research inform their teaching. There is no casual link, at present, to say that research is having a positive affect on teaching;
3. Last year the Research Teaching Linkages Enhancement Theme highlighted the fact that research should never be a priority over teaching, but should instead be conducive to teaching;
4. It has been shown time and time again that research staff within the university are valued more than purely teaching staff;
5. There is no point having an internationally renowned research institution if it does not also offer internationally renowned teaching;
6. There has been no rationale produced publicly to justify and explain the proposed merger of the Education and LASS faculties;
7. There has been no definitive answer as to what social sciences are considered to be "areas of weakness" which would require disinvestment;
8. At the Principal's own admission, the consultation and communication regarding the restructuring of the Modern Languages Department has been inadequate; we believe that this has led to undue stress and anxiety for students and staff;
9. The restructure of the Modern Languages department will not meet the educational needs and demands of Strathclyde students;

10. That “consultation” is the comprehensive and structured engagement of staff and students, enabling them to participate fully in formulating the future direction and implementation of University strategy;
11. That at every step of the process there has been no consultation with the students of Strathclyde regarding the changes being made to their learning experience;

### **EGM Resolves**

1. That the Executive lobby for a concrete commitment from the Principal and the University hierarchy that learning and teaching will be at the forefront of Strathclyde and will not be hindered by moving to a research focused institution;
2. That the Executive lobby all levels of the university to sign up to the recommendations set out by the Research Teaching Linkages Enhancement Theme, which the university is a key stakeholder in;
3. That the Executive lobby the university to ensure that all undergraduate learning and teaching at Strathclyde is research informed and not research-led;
4. That the Executive oppose any cuts in department that will prioritise research over learning and teaching;
5. That the Executive strive to ensure that there will be a student representative from USSA on the implementation groups for the process of the change.

Proposed by: USSA Executive Committee

## **2. Save YOUR Lecturers**

The Vice President Student Development spoke on behalf of the Executive to propose this motion.

An amendment was proposed, but EGM Resolve7 was to be ignored.

The Vice President Student Development proposed breaking the amendment into parts. This was voted on and **passed**

After a discussion and summation on the EGM Resolves parts, a vote was taken and **passed**

Due to a substantive motion, the remaining amendments will be added to the original motion.

A lengthy discussion followed concerning the main motion which highlighted that some Language Students may have to study at Glasgow University for part of their course. The Chair requested the Executive to question this fact and report back.

A vote was taken on the motion, including the amendments and **passed**

### **EGM Notes**

1. The University has confirmed that 140 jobs are to be cut through “early retirement voluntary severance”;
2. The UCU has called a rally at 9am on Friday 8<sup>th</sup> May 2009 under the heading ‘Defend Higher Education’
3. The University and College Union (UCU) has publicly stated that there has not been proper consultation or communication behind the decision to cut jobs and merge departments at the University;
4. The proposed merger between Education and Law, Arts and Social Science faculties;
5. The Principal’s announcement that Strathclyde should have strong, appropriate social sciences, arts and humanities” in line with becoming “an unambiguously recognised internationally leading technological university;
6. That consultation and communication are not the same thing;
7. That the University of Strathclyde will receive a 0.3% cut in funding from the Scottish Funding Council (SFC) for the academic year 2009/10;
8. The proposed vision for change at Strathclyde pre-dated the announcement of funding cuts from the SFC by two months;
9. In 2006/07, university Vice Chancellors (Principals) across the UK received an 8% pay rise. In 2007/08, they received a 9% pay rise;
10. Over the financial year 2007/08, the University of Strathclyde Vice Chancellor received a salary of £199,000. This does not include a mortgage-free house, a chauffeur, pension contributions or expenses. This figure does not include any salary adjustments from 2008/09.
11. At present, at least eight university Vice Chancellors have announced that they will take a pay freeze as one means of avoiding department cuts;
12. That the Universities and Colleges Employers Association (UCEA) indicated in April 2009 that up to 100 universities may face redundancies;

13. That the UCEA failed to formulate policy to stop redundancies to the University and College Union (UCU) by the deadline of 20 April 2009;
14. That the UCU are balloting for strike action across the Higher Education sector to stop cutbacks and save jobs.

#### **EGM Believes**

1. That any cutbacks or job losses are to the detriment of learning, teaching and/or services available to the students;
2. That "consultation" is the comprehensive and structured engagement of staff and students, enabling them to participate fully in formulating the future direction and implementation of University strategy;
3. Consultation in this current process of change has been extremely poor. Students and staff have not been asked their views on change;
4. The decision and implementation plan being made by the University will take place over the exam diet and summer break, Therefore jeopardising the necessity for student and staff Engagement;
5. Given that the vision for change pre-dated the unexpected cut from the SFC by two months, it would seem that using funding as reason for change was misguided at best...
6. There has been an encouraging precedent set by the University of Warwick Vice Chancellor, donating £20,000 of his salary back to the University as well as taking a pay freeze;

#### **EGM Resolves**

1. That the Executive support industrial action taken by all University of Strathclyde staff regarding job cuts and merged departments;
2. That the Executive oppose any mergers which they believe will have an adverse affect on the quality of teaching and learning at the University of Strathclyde;
3. That the Executive calls for greater consultation and clear communication with the University, including a clear timetable for student and staff involvement throughout the process of change;
4. Send a statement of support UCU and other Campus Trade Unions in the event of industrial action;

5. Organise and publicise public rallies involving USSA, campus Trade Unions and alumni;
6. Actively support and campaigns alongside other universities facing cutbacks.

Proposed by : USSA Executive Committee

Graham Roddick, Head of Estates Development, was invited to address the meeting and offered to answer any questions from the attendees. He assured the meeting that any relocation of the Union building would take at least three to five years. The plan is to discuss the whole University estate and seek feedback from stakeholders. At the moment the Union Building is not economically sustainable and they plan to set up a working group, EDF 2, headed by Fraser Livingston to discuss location and content.

### **3. Save YOUR Union**

This motion was proposed by the Vice President Operational & Commercial Services on behalf of the Executive.

An amendment had been proposed, but following discussion with the proposer, it was agreed that this amendment would be discounted.

Following discussion and a summation, a vote was taken and **passed**

#### **EGM Notes**

1. That USSA has been campaigning for a new Union building for a number of years and that this was a stated Executive priority for the academic year 2008/09;
2. The University has declared the current Union building “not fit for purpose”;
3. In August 2008 USSA created a vision document for a new Union building. The proposed site for this development was the Henry Dyer building and Rottenrow Gardens, basing the Union at the heart of the campus;
4. In the past the University has shown the desire to create a “one-stop-shop”, combining the students’ support services offered by the Union and University;
5. As part of the new Estates Department Framework (version 2), the Principal has discussed the option of fragmenting the Students’ Association services, placing them in different locations throughout campus, with the Union itself based in the renovated Curran building;

6. The Principal announced these plans to staff and has not yet consulted USSA at all on this issue;
7. A survey carried out in February 2008 by the Students' Association and the University's Office of Marketing and Communications revealed the following:
  - 78% of students believed that the representation through the Students' Association was 'important' or 'very important';
  - 87% felt that the provision of bars and entertainment run by students for students as 'important' or 'very important';
  - 70% felt that the welfare and support services offered by the Students' Association were 'important' or 'very important';
  - 69% said that the opportunity to join sport clubs and societies was an 'important' or 'very important' function of the Students' Association;
  - 88% listed the opportunities to meet people and network as 'important' or 'very important';
8. In a separate survey carried out by the Students' Association in October 2008, 82% of students believed that the Students' Association enhances their experience at the University of Strathclyde.

### **EGM Believes**

1. With over 15,000 full time students, the Students' Association requires a new dedicated building to facilitate the needs of our members;
2. That there is nothing wrong with the idea of working alongside the University's support services; however, there must be a distinct separation in what the University and USSA offer to students;
3. Autonomy is essential to the operation of the Students' Association: Every area of the Students' Association must be run by students, for students;
4. The option presented by the University completely undermines what the students of Strathclyde expect and require of their Students' Association;
5. That "consultation" is the comprehensive and structured engagement of staff and students, enabling them to participate fully in formulating the future direction and implementation of University strategy.

### **EGM Resolves**

1. The Students' Association has to be based at the heart of the campus in its own right; in one building, in one location;
2. To strongly oppose any possible move that will fragment the services offered by USSA or impinge upon our autonomy;
3. That the Executive defend all services currently offered by the Students' Association and ensure that we maintain such provision in any future building;
4. For the University Management to adhere to previous discussions where the need for a new Union building was acknowledged.

**EGM080/09.03**

The Chair closed the Meeting at 19.25