

**ULSTER UNIVERSITY STUDENTS' UNION STUDENT EXECUTIVE
Minutes of meeting held on 16th December 2016 in Jordanstown**

PRESENT:-

Colum Mackey (President), Micky Quigg (VP Campaigns and Communication), Kevin McStravock (VP Coleraine), Hannah Rooney (VP Jordanstown), Conán Meehan (VP Belfast), Ben Johnston (VP Magee), James O'Mullan (Sports President)

IN ATTENDANCE:-

Stuart Cannell (Democracy and Campaigns Coordinator), Emmett Mullally (General Manager), Avril Honan (Student Engagement Manager)

APPOLGIES:-

Karen McKillip (Marketing Manager)

1. MINUTES

The Student Executive approved and last set of minutes.

2. MATTERS ARISING

Wins List

The Democracy and Campaigns Coordinator updated Student Executive on the wins list. It was noted that this would be used to update 'Win Boards' that were ordered in to be displayed within each campus. These boards could be updated as frequently as possible and could be used within specific campaigns.

Student Officer election timeline and promotion

The Democracy and Campaigns Coordinator updated Student Executive on the timeline leading into the Student Officer elections.

Policies passed by Student Council and any actions that need to be taken by Student Executive/Student Officers

The President noted that Student Officers will look at the policy book during the planning day at the start of Semester Two. This will influence the workload for the semester to ensure that the resolutions are achieved for each policy passed.

3. PRESIDENT COMMUNICATIONS

The President noted that Winter Graduations are on next week and Student Officers shall be attending where available.

It was further noted that the University will be closed on Friday 23rd December.

4. TECH OVER TIME PORTAL

The Student Engagement Manager gave an overview of this arrangement. This was an incentive to give students laptops at cost price through a credit agreement. This would be given to students with a 0% interest rate. This was put to the Student Executive to be endorsed.

It was stated that there was worry that students may take out the loan and be unable to repay it and that we would be promoting students to get into debt. The Student Engagement Manager stated that there would be a standard credit check/agreement in place to ensure that students would not get into the position of being unable to repay the loan.

If a student was to default or not pay the loan this would appear on their credit history. The incentive would be that although this is a standard credit agreement, the student would get a laptop for cheaper than what they would pay on the high street.

This was clearly endorsed by Student Executive.

5. RECOMMENDATIONS FROM GOVERNANCE SUBCOMMITTEE TO STUDENT COUNCIL

The Democracy and Campaigns Coordinator gave a general update of the recommendations from the Governance Sub-Committee.

It was stated that if changes were to happen to the schedules that agreement needs to be sought from Student Council and the Trustee Board. If the Constitution were to be amended this needs to be agreed through referendum.

The Constitution will need to go to referendum at the beginning of the second semester due to possibly becoming an incorporated corporation. Advice and guidance is currently being sought from the University in regards to this. From this change we would effectively be a limited company. The primary benefit would be safety for the Trustee Board.

6. UUSU SUBMISSION FOR TEF

The President informed Student Executive that the University is currently preparing their TEF submission and it would come to Senate for the 18th January for agreement if the University should submit. It was stated that Queens University would not go for TEF.

It was further stated that the rise in tuition fees are not linked to the TEF in Northern Ireland, which is a large issue for English providers.

There was a general discussion around the TEF and the aims and objectives that it is setting out to achieve.

7. FRESHERS PLANNING AND INTERNAL SURVEY

The Student Engagement Manager informed Student Executive that the Student Engagement Team are internally planning activities for the Re-Fresher's week. This can be further discussed within the Planning Day at the beginning of semester two.

8. UNIVERSITY BATHROOM SIGNAGE

The Vice-President Campaign and Communications requested the permission of Student Executive that we purchase snap-back frames for the bathrooms to help with campaigns within the Students' Union. These would be displayed within the University bathrooms on all four campuses. The benefit of this signage is that it is in a permanent location that could be changed as and when needed. These snap-back frames will also be within Student Union bathrooms.

It was stated that Noonan would have to install the signage initially and that when changes were to occur in the posters displayed that we could discuss this with Noonan.

This was approved by Student Executive with further information to be sent in regards to the cost of signage and installation.

ACTION: For the General Manager to update Student Officers on the progression of the snap back frames being purchased and installed.

9. EXAM STRESS CAMPAIGN

The Vice-President Academic and Student Affairs (Coleraine) requested a bit of clarity on the Exam Stress Campaign and what the Students' Union is planning.

The Vice-President Campaigns and Communications stated that the pet-a-dog / pet-a-puppy zone would be travelling from campus to campus throughout this period.

It was also stated that the Students Union would be giving out tea and coffee in the Library from Monday 9th January. It was agreed that there could be a charity box to collect money that could be donated at the end of the year. This was due to so many students wanting to donate money throughout the Christmas Cheer events.

The Sports Union will also plan further activities around this time to promote a healthy lifestyle and some techniques for relieving stress.

ACTION: For the Vice-President Academic and Student Affairs (Jordanstown) to contact the Sports Union to plan how the activities can be aligned throughout this time.

10. STUDENT UNION AWARDS (LTAs and SEAs)

The Student Engagement Manager noted that we are rebranding the US Awards to the Student Excellence Awards. As the Students' Union have a lot of course based societies that we are expecting a higher turnout of academic staff at the events ceremony. This event will be on Tuesday 2nd May in City Hotel, Derry.

The City Hotel will do a deal for students coming up and staying overnight, so this will be as affordable as it can be.

It was generally agreed that Student Executive were happy with the name change from the US Awards to the Student Excellence Awards.

The Learning and Teaching Awards is being developed and will be held in the Europa Hotel, however, this is not officially confirmed yet. This vastly increases the budget, however, will assist in properly showcasing how important these awards are for the Students' Union. The Learning and Teaching Awards have been held within Coleraine for the previous three years, which is why it may potentially move to Belfast to be accessible to students and staff located around this area.

It was raised by a Student Officer who can receive a Learning and Teaching Award and what the difference is between this and the Student Excellence Awards. The Student Engagement Manager stated that the LTAs are primarily given to staff members, however, there are several student awards. The Student Excellence Awards are almost entirely given to students in recognition of their engagement.

There was complete agreement within the Student Executive in increasing the budget and taking the LTAs off campus.

It was noted that society activity has increased a huge amount over the past few years and that now we need to ensure that we properly reward their hard work through the awards ceremony.

It was further noted that the Colours Awards will be held on Saturday 6th May.

11. SOCIETY FUNDING APPROVAL

The Graphic Design and Illustration Society put in their funding request

for the second semester and send through three activity/event plans. It was agreed that the Student Executive would provide funds of £150.

11. ANY OTHER BUSINESS

The President stated that he will inform the Student Officers regarding who will be attending which graduation ceremonies.

The General Manager stated that he will inform the Student Officers when the team from the 360 reviews will come over to conduct the interviews with Student Officers.

12. DATE AND TIME OF NEXT MEETING

The next meeting will be held on Friday 27th January at 10:00 through video conferencing.

ULSTER UNIVERSITY STUDENTS' UNION STUDENT EXECUTIVE COMMITTEE

Action Sheet

Minute	Action	By Whom	Follow Up
8	For the General Manager to update Student Officers on the progression of the snap back frames being purchased and installed.	General Manager	Student Executive
9	For the Vice-President Academic and Student Affairs (Jordanstown) to contact the Sports Union to plan how the activities can be aligned throughout this time.	Vice-President Academic and Student Affairs (Jordanstown)	N/A