



University of Suffolk Students' Union

Student Council Minutes

May 26th, 2021

1. Welcome/ How the meeting will work

Meeting starts at 13:04

2. Announcements

Trustee role

We've got an opening on our Board of Trustees for a new student trustee! By becoming a student trustee you'll:

- Gain knowledge in areas such as charity law, commercial processes and organisational governance
- Develop your decision making, organisation, team-work and speaking skills.
- You'll gain experience in helping develop the strategy for a charity that serves almost 9,000 students, a really valuable experience to have at the start of your career

Interested? Deadline for applications is June 14th - apply [here](#)

Course rep survey - a link posted in the chat and emailed to course reps

Photoshoot – Models needed for marketing photos. Please email g.ivanova@uos.ac.uk to say you are attending the photoshoot 2nd June 12 (noon) at the question mark in front of the Waterfront Building

3. Approval of minutes from the last meeting

25 votes accept, 2 abstention

4. Motions & Actions Update

5. Voting on AGM business

a. Annual President report

- Election campaigns
- Working online and challenges of Covid-19
- Accommodation
- Collaboration with the university
- SU events
- SU policies
- NUS activity

Accept 24

Abstain 1

b. Annual VP report

- Our role in the induction process
- Student Council
- Foundation Board
- NUS
- Other Activities

Accept 24

Abstain 2

c. Annual trustees report

Annual Trustees report

The SU has four External Trustees (Jen Mackness, Lou Chiu, Andrew Crowe, one vacancy), two Student Trustees (Alex Gooch, Daniel Betts) and two Sabbatical Trustees (President Education and Engagement Daniel Goulborn and Vice-President Activities and Wellbeing Mauro Cardoso). Trustees oversee the performance and corporate governance of the organisation, delegating day to day responsibility for the running of the SU to the CEO.

External Trustees serve a term of three years, with two terms possible. Student Trustees serve two years or until they are no longer a student. All trustees are volunteers. Though Trustees may submit expenses relating to their role, none have done so in this financial year.

We will have one vacant student trustee role in May 2021 and will have two vacant external trustee roles by September 2021. We have promoted these vacancies and the preferred candidates will be proposed to Student Council and the Trustee Board in May 2021. Sabbatical Trustees will propose Lou Chiu as the incoming chair of the Trustee Board from September 2021.

You can find more information on our Trustees and the Trustee Board Minutes on the SU website.

The Trustees held 3 meetings, two online updates and one Development session between April 2020 and April 2021, with the following notable decisions:

- Received regular updates from the CEO and Sabbatical Officers and offered constructive criticism, solutions and guidance

- Reviewed the SU's NSS scores (and increase from 53.19% to 58.67% satisfaction!)
- Approved transactions of >5k, including for a strategic review of the SU
- Supported the CEO to obtain financial support from the University relating to Covid 19 and Shop SU
- Identification of incoming student trustee and new potential external Trustees via skills audit
- Oversaw the SU's Risk Register, including staffing structures
- Supported the SU to recruit new staff
- Oversaw the budget and management accounts
- Approval of Accounts 2020 for the SU and SUSL
- Supported the SU to achieve the discretionary element of our block grant
- Approved Bylaw changes as agreed by student council
- Approved a paper bringing SU staff salaries in line with those at the University.
- In addition, Trustees attended an external training session with SU staff 'Making Sense of Allyship' which was also provided by our External Trustee, Lou Chiu.

Accept 24

Abstain 1

6. Officer reports

- a. President Education & Engagement Update

Campaigns

1. Standardise academic feedback.

After a review, i decided this campaign was best adapted to promote standards of academic feedback, as opposed to a policy of standardised feedback. This was implemented in the student charter, which now not commits the university to "provide students with high quality feedback on their work." The charter was passed at senate on 3 march.

2. Set up group wellbeing sessions.

As covid-19 restrictions were extended, i was not able to hold the in-person drop-in sessions that i had initially envisaged. I was, however, able to ask the suffolk student wellbeing ambassadors to help me to achieve this campaign goal. After meeting with them in january, meg and andy were able to transform my idea into the monthly 'just brew it' sessions – a wellbeing focussed online discussion on the icebreaker/gatheround platform.

Meg and andy have also been able to expand, with covid restrictions lifting, and have begun holding 'wellbeing walks'.

3. Introduce the good night out campaign to ipswich.

The good night out campaign is a national organisation that was set up to stop sexual violence in nightlife settings. As there has been no 'nights out' so far this year, i have only been able to organise this campaign, rather than see it in action. Funding has been agreed, and venues have been contacted, with three confirmed and one more expected. A plan is being made to start the training before the end of june. This campaign is ongoing, and will be completed by september 2021.

Other projects:

- Handover to new presidents
- Fresher's planning
- Candidate selection for new head of careers, employability, and enterprise
- Listening session for part-time students on block learning

Question from Chair: What has been your favourite part of the whole year?

Dan: Made friendships, developed himself and other people. SU team has been fantastic

No student questions

25 accept

Question about Block Learning:

Dan elaborates on attending a meeting, focused on students impacted by Block Learning. Dan asked The Director of Learning and Teaching if more Listening sessions will be organized and this has been confirmed

b. VP Activities and Wellbeing Update

NUS

Our BAME Officer and I attended the Decolorizers festival organised by NUS which focuses on decolonizing the curriculum, it had a mix of political education workshops, skill-sharing activities, and networking opportunities for people campaigning on decolonising education at a local and

national level. We have recognised that we need to do more in terms of decolonisation so we found the festival extremely beneficial as we took a lot away, which we will try and implement in our university.

Give It a Go!

Myself, the SSA'S AND SSWA'S are organising Give it a Go! which is an initiative that gives students an opportunity to try a completely new sport or physical activity. The activities that will be available in the coming weeks are Football Zorbing, Trampolining, BoxFit in the Park and Yoga in the Park. We are really excited to offer students in-person activities as it has been a long wait. We have subsidised as much as we can so we can give you an amazing opportunity try these activities. There will be limited spaces so keep an eye on our social media pages and register as quick as you can.

Campaign Points

Extra-curricular modules alongside degree – I am involved in a task and finish group led by the university, which focuses on employability. Here, I am looking to implement extra-curricular modules. With the support of the SEA's, we are gathering data around what the university currently offers as whole, so we can identify gaps and weaknesses. From this, we will be able to improve the offering to our students and give them more opportunities to participate extra/co-curricular activities. Furthermore, as you may know, we offered a Spanish short course which went extremely well. This resulted in the SU looking at other short courses that could possibly be offered. The hunt for a sign-language short course is progressing well as I have been able to contact a few lecturers who have the right skills and experience of delivering these sessions. So hopefully, this will be a short course we can offer soon.

Active Bystander Pilot – I am co-leading the Active Bystander Task and finish group which involves staff members from the university and Students' Union. We ran a pilot on the 21st April which had a range of people who have student facing roles. The session was 1 hour long, and everyone seemed really engaged, but we still need to analyse the data to see whether it had an impact. If it did, it's definitely something I would like to see at the start of year inductions because students will be able to identify inappropriate behaviours, recognise that it doesn't represent the social norm and respond with any combination of actions, ultimately, changing the culture on campus for the better.

Networking opportunities – I am meeting with a few Student Experience Ambassadors in implementing networking opportunities for students. At the moment we are focusing on how students can network online/offline and stay connected. For an example, increasing the awareness of our societies as students can meet people with similar interests and build relationships. In conjunction, the SU are implementing a social media strategy where the aim is to give societies an opportunity to engage with students by social media takeovers, Q&A's etc. The SSWA's have been doing amazing work in hosting wellbeing walks and just brew it! Sessions which give students opportunities to socialise/network.

Question from Chair: What has been your favourite part of the whole year?

Answer: Really good experience, overcome his weaknesses

Question from a student: Are the Give it a Go sessions going to continue permanently?

Mauro: Depending on the new Sabbatical officers

Sarah: Encourages students to attend Give it a Go

25 Accept

Updates on previous motions being passed presented by Dan and Mauro:

Block Learning

Gender Neutral toilets

The officers worked with Estates to increase the number of gender neutral toilets. On 1st June they will discuss what scope for improvement there is.

Conversion Therapy

Ban Conversion therapy statement has been released. The SU will support the ban of the therapy and will support those with negative experience. Well done to everyone involved. In the future, the officers will aim to find out what support mechanism there are in place.

No questions submitted by students

7. Motions

- a. Motion to introduce an LSC London Officer, presented by Dan

The union notes...

That there is currently no elected representative for the LSC London campus within the Students' Union, but in recent years the numbers for this partner institution have risen dramatically.

The Union believes...

That there is a real need to improve the representation for students based in places other than Ipswich, and in particular for the Students' Union to gain a better insight into the views of LSC London students.

The Union resolves...

To create an LSC London part-time Officer, elected by the students at LSC London annually, specifically by adding the role to the Campus Officer list in Bye-law 3.23.

Questions: why is this not for all campuses but just for LSC?

Dan- LSC is the largest partner institution which currently doesn't have representation. Currently we have East Coast and Bury St Edmunds part time officers. This new role will be something like a trial to see how the role will work outside of Suffolk.

Accept 23

Abstain 2

- b. Motion for a breastfeeding-friendly campus, presented by Amber, Women's Officer

Proposer: Amber Atkinson

Secunder: Mauro Cardoso

The SU notes...

That currently it is unclear what breastfeeding facilities are available to students. Without signposting or current updated information on accessibility, students who require a dedicated space to breastfeed, express milk or bottle feed are without required facilities to do so comfortably. This also includes a facility to store milk properly while students are attending lectures on campus.

The SU believes...

That the campus should be breastfeeding friendly, and this should be accessible to all students that wish to use it. Additionally, it should ensure flexibility in access to fit around the student's needs for health and wellbeing.

The SU resolves...

To work with the university to create a more breastfeeding friendly campus by implementing designated rooms both sides of campus to make it more accessible to students. This motion proposes that the rooms must not require booking to ensure flexibility and should have a fridge to accommodate the safe storage of milk. Furthermore, the SU will increase the awareness of the rooms to make sure students know about it. Alongside this, the SU will work with the university to implant signage across campus and departments to ensure the campus promotes a breastfeeding friendly environment that is campus wide.

The Chair invites students to speak for or against

Christine Hall speaks FOR this motion. A point is raised on how this will support the students (physical and mental health) and their babies.
Students support the motion in the chat.

Accept 24

Abstain 1

- c. Motion to propose Lou Chiu as Chair of the Board of Trustees, presented by Dan Goulborn

Proposer: Dan Goulborn

Secunder: Mauro Cardoso

The Union notes

The Trustees shall appoint an External Trustee to be the Chair of the Trustees and may at any time remove him or her from office, to be replaced by another appointed External Trustee.

Our current chair, Jen Mackness will be finishing her term as Chair of the Trustee Board in September 2021 after six years in role. This is the maximum term permissible under our articles.

The Union believes

Lou has been a trustee of UOS SU since 2018, she is our most experienced trustee (excepting the current chair) and through that time has played a hugely valuable role in challenging and supporting the SU.

Lou's knowledge of the University and SU mean she understands the context we are operating in. As student trustees we value her input and leadership and note that she always encourages student views. Her current professional role complements her role as trustee and chair.

Lou joined the board following a skills audit. Her knowledge of the sector and considerable experience in this area mean that she is an asset to our Board and well placed to lead us through what will be a period of change and development in Higher Education. We know that Lou is committed to ensuring a more student led SU and trust her to support the SU to achieve this.

The current Chair and CEO support this nomination.

The Union Resolves

To approve Lou as Chair of the Board of Trustees from September 2021, for an additional three-year term as external trustee commencing Sept 2021

No questions submitted

Accept 19

Abstain 5

- d. Motion for new external trustee, presented by Dan Goulborn

Proposer: Daniel Goulborn

Secunder: Daniel Betts

The Union notes

The Union's Board of Trustees is comprised of four external trustees (including the Chair) and four student trustees. The SU Board currently has a vacancy for an External Trustee. Trustees roles are voluntary and the Board has oversight of the strategic, legal and financial affairs of the SU.

The Union believes

Jessie was identified as a potential trustee because she had skills relating to the commercial sector and retail (her current role is in e-commerce). Our skills audit shows a gap here. We currently have limited commercial activity, but shop SU, merch sales online and marketing/freshers all generate income for the SU. Jessie meets the charity commission requirements and is eligible to join our Board.

Jessie is a graduate and her own Uni experience is relevant to her application. Alex Gooch and Daniel Betts, our current student trustees, held a meeting with Jessie and support her term as a Trustee. Jessie attended the May Board of Trustee meeting.

The Union Resolves

To approve Jessie as an External Trustee on the Board of Trustees, for a three-year term from July 2021.

Daniel Betts speaks in favour of the motion, reflecting on the experience

interviewing Jessie Leong for the role of External Trustee

Accept 21

Abstain 2

7. Any Other Business

Mauro- please get involved in Give it a Go events

Question: How are the activities chosen?

Answer: Mauro replies explaining who attends the meetings

Sarah Tattersall offers the opportunity for students to submit ideas

A student, Patrisiya, ask for an update on a motion Council passed in the previous academic year regarding a coffee machine in the Arts building. The student who submitted the motion graduated and passed it over to Patrisiya.

Sarah Tattersall met with the student to investigate the addition of a new coffee machine in the Arts Building.

The outcome of the initial research is the following:

Significant amount of work required for this motion to be completed. During the pandemic there were no students on campus. There was no urgency to install a new machine because of the pandemic.

The cost is in installing it (electricity and water) + servicing it

The CEO of the SU Sarah Tattersall has requested and received a quote from Estates for the work.

This project will come at a cost to the SU as well

From September the SU expects that the footfall on campus will be back to pre-pandemic levels.

The SU would like to coordinate the installation of a new coffee machine in the Arts building with the opening of the whole East building, scheduled for March 2022 which will ensure that the project is break even.

Action: Sarah Tattersall to come back to Council on the first Council meeting in November with costings.

The SU will look at different possibilities

Bradley reminds the Council members of **Suffolk Plus**.

<https://www.uosunion.org/suffolkplusaward/> encouraging them to reflect on their year as a rep or officer. Write your reflective piece and get rewarded.

Reminder that applications are open for a student trustee.

8. Date of next meeting – November 10th

Chair thanks Dan Goulborn and Mauro Cardoso for their work over the year.

END

Minutes taken by Gergana Ivanova, Communications and Events Coordinator