



Location: Lecture Theatre 3 Chair: Chanel Munroe

Date: 22/02/2024 Deputy Chair: Ali Sabba

Time: 5pm

DPC: Serene Shibli Sexton, Erin Whitby, Oscar Welchman, Harvey Rose, Josh Bell, Charlotte Miller

Useful Information:

Code of conduct

All students are members of the union, and so should behave appropriately in line with our Code of Conduct.

<https://www.ueasu.org/union/memberscodeofconduct/>

Expenses

Remember – the Union (of UEA students) may be able to reimburse you for travel or career expenses that you incur attending this meeting. Please contact su.voice@uea.ac.uk for more details.

<https://www.ueasu.org/democracy/unioncouncil/councilinfo/>

Articles of Association and Bye-laws

The Union's governing document, the Articles of Association, and its rule book, the Bye-Laws, can be found by here:

<https://www.ueasu.org/union/governance/constitution/>

Support for writing policy

Information on how to write policy and the policy template is available here:

<https://www.ueasu.org/democracy/unioncouncil/writingpolicy/>

How to access the online meeting facility

If you cannot attend in person on Thursday and would like to use the online facility, please join via the Teams link in your Outlook calendar. If you have any issues accessing this, please email su.voice@uea.ac.uk.

Attendance

Full list of union councillors can be found here:

<https://www.ueasu.org/democracy/unioncouncil/listofunioncouncillors/>

Quorum

"1.15 Business shall not be conducted by the Union Council:1.15.1 unless over 40 representatives are present at a meeting;"

Agenda

SECTION A: Standing Items

001 Statement from the Chair

To receive statements from the Chair.

- An update on voting procedure.
- An update on the process that motions will go through.
- Location change for next Union Council- LCR.

002 Approval of the Minutes from the Last Meeting

Approve or make amendments to the Minutes.

[December UC minutes.docx](#)

The previous meeting was held on the 14th December 2023

003 Matters Arising

To consider any matter arising.

To review the action log from the previous meeting.

- DPC Vacancy: Elections to DPC.

SECTION B: Reports

004 Officer Updates

An opportunity for all Officers to verbally update the Committee on their work to date and their plans for the term ahead.

005 Trustee Board Report

The Trustee Board is the governing body of the Union and is responsible for setting the strategy of the Union, ensuring its good governance, overseeing its financial performance and its legal compliance. The Board is made up of Student Officers, Student Trustees elected by Union Council and four outside external expert Trustees. The Chair who is a Student

Officer reports to Council and you can scrutinise the work of the Trustees and hold them to account.

A verbal report to be given

Approved minutes of all meetings of the Board can be viewed online here <https://www.ueasu.org/union/governance/trusteeboarddocuments/>

006 Student Officer Committee Report

A verbal report to be given.

Approved minutes of all meetings of SOC can be viewed online <https://www.ueasu.org/officers/>.

007 Full-time Officer reports

Activities and Opportunities Officer – Luke Johnson

A verbal report to be given

Campaigns and Democracy Officer – Serene Shibli Sexton

A verbal report to be given

Postgraduate Officer – Elise Page

A verbal report to be given

Undergraduate Education Officer – Taylor Sounes

Lecture Recordings

Practice on Lecture Recordings remains inconsistent, but we are trying to encourage more academics to take up this practice. There are a few issues being worked through on the technology side but things are progressing.

Transforming Education Awards 2024 (TEAs)

This event is progressing well, we have over 175 nominations (at time of writing) and in nearly every school. We are looking for people who are willing to shortlist nominees for us and you can register interest on this form [here](#).

Rep elections Update

We successfully recruited over 320 academic reps this year, including convenors across nearly every school and faculty. Convenors for next year can be nominated as part of the upcoming Elections cycle and nominations for that close on the 29th February. We are not currently in planning for course rep elections as we expect that the process for this will change significantly in the review but we will pick that up as we get closer to the end of the review and the start of the next academic year.

Projects + Priorities Summary

Last updated: 13/02/24

Union council members and Students are encouraged to reach out or ask questions at Council and discuss why I am listing each of these things as the priority that they are and if anyone believes something should be a higher priority, please reach out.

Project	Status	Priority	Date	Latest Update
Timetables	Concern	Urgent	13/02/24	We are once again receiving reports of issues with timetables (who'd have thought!) particularly relating to the volume of changes that are being made, often at the last minute. Advice to students is still to check Timetabler before any session for the most up to date info as there is ongoing issues with Outlook sync. I'm pushing UEA to try and find solutions to this ASAP but there are wider issues at play. The system remains not good enough and negatively impacting student experience.
Academic Reps	Ongoing - Action Req.	High	13/02/24	The ongoing review of Academic Representation continues. Education Committee discussed some of the recommendations from the review last week and we are continuing work on pulling these together into an outline of the new system, ready for approval by UEA before the end of the Academic Year

Transforming Education Awards	Ongoing - Action Req.	High	13/02/24	Nominations are now open - nominate here . I am extremely happy with progress and we are continuing work on shortlisting criteria, shortlisting panels and pulling the event together. We're looking for people to sign up to be on the shortlisting panels - you can express interest here
University Council	Ongoing - Action Req.	High	13/02/24	UEA has recently announced its new Strategy for 2030 which can be found on the my UEA website. I'd encourage everyone to read the outlines as it tells an interesting story about where UEA hopes to go in the next 6 years.
Curriculum Review	Ongoing - No Action	Medium	15/11/23	UEA are beginning to review their courses, with some schools Piloting the changes this year. Reps and Convenors should be asking for details to be brought to SSLCs where they are piloting.
UCU	Ongoing - No Action	Low	13/02/24	Over Christmas, there was a few terse emails sent from the UCU again criticising my Lecture Recordings position. I remain committed to this position as it is a fundamentally good thing for students

Welfare, Community, and Diversity Officer – Nathan Wyatt

A verbal report to be given

SECTION C: Open Discussion

008 Open Discussion Topics

- Elections- Serene Shibli Sexton
- SU Suggestions Forum- Chanel Munroe

SECTION D: Policy Making

009: Eat a Lozenge

Motion title: Eat a Lozenge - Amendment to Byelaw 9.32 (Rules restricting the number of committee positions any student may hold at any one time)

Proposer: Mx Chanel Munroe – Chair of Union Council

Seconder: Serene Shibli Sexton – Campaigns & Democracy Officer

Summary:

Student voice is important, we should make sure everyone is equally represented.

Union Notes:

1. Union Council Reps are not a mandatory position for clubs/society
2. Elected Representatives have only 1 vote at council
3. It is possible to hold multiple voting roles at council (but you can still only vote once)

Union Believes:

1. All clubs/societies deserve a single equal vote

Union Resolves:

1. Councillors will only be able to hold 1 position as a voting member of union council
2. Union Council training given to signatory committee members – to ensure someone can step up for the role in the absence of an elected councillor.
3. To change the bye-laws from:

9.32 No individual student member may hold more than one Presidency of a Student Opportunity Group No individual student member may hold more than three committee positions within Student Opportunity Groups.

To:

9.32 No individual student member may hold more than:

- 9.32.1 one Presidency of a Student Opportunity Group
- 9.32.2 three committee positions within Student Opportunity Groups
- 9.32.3 one position as a voting member of Union Council

010: Why'd you have to go and make things so complicated? Just elect the Chairs earlier!

Motion title: Why'd you have to go and make things so complicated? Just elect the chairs earlier!

(Amendment to Bye-Law 2.3)

Proposer: *Mx Chanel Munroe – Chair of Union Council*

Seconder: *Serene Shibli Sexton – Campaigns and Democracy Officer*

Summary: To change when the chair and deputy chair of union council are elected, in order for a smoother transition into the new year.

Union Notes:

1. Currently, the Union Council Chair and Deputy Chair are elected at the first UC of the year as per Bylaw 2.3.
2. Bylaw 2.3 is: Code of Conduct for Union Meetings - A Chair and Deputy Chair for the meeting shall be elected by the voting representatives in attendance at the first meeting of the academic year, subject to Clauses 81 to 82 of the Articles of Association. In their absence the meeting can elect its own Chair, who must be an Ordinary member of the Union, subject to Clauses 81 and 82 of the Articles of Association.
3. Clauses 81 to 82 in the Articles of Association have nothing to do with chairing Union Council
4. Training for both the chair and deputy chair is integral to a smooth running of UC.

Union Believes:

1. Electing these roles at the first Union Council of the year does not allow for maximum time to train and prepare individuals for all UC has to offer.
2. It seems odd that all newly elected Union Council representatives elect their chair and deputy chair despite not knowing them and potentially having zero experience of how Union Council works.
3. We should change the timings of election of chair and deputy chair of Union Council to allow current (this academic year) Union Council reps to vote as they have been part of this year's process.

4. This will allow more time for sufficient training over the summer period as we do with most other student group representatives as normal procedure.
5. That the bye-laws shouldn't be overly confusing and site the Articles of Association unnecessarily

Union Resolves:

1. To amend bylaw 2.3 to state:
A Chair and Deputy Chair for the meeting shall be elected by the voting representatives in attendance at the last meeting of the academic year. In their absence the meeting can elect its own chair, who is an ordinary member of the Union.

011: Let All Candidates Campaign Equally

Motion title: Let all candidates campaign equally (Changing bye-law 5.12.8)

Proposer: Serene Shibli (*Campaigns and Democracy Officer*)

Second: Luke Johnson (*Activities and Opportunities Officer*)

Summary: This motion seeks to change the byelaws to recognise officers running elections as candidates first and officers second, giving the deputy-returning officer more flexibility election rules, and enabling candidates to campaign as any other candidate would. Bye-laws restricting officer involvement exist to ensure free and fair SU elections. Many officers are able to re-run in SU elections and so bye-laws that are overly prescriptive hamper innovation and change in election rule that would benefit candidates across the board.

Union Notes:**1. The bye-laws on endorsement currently state:**

“5.12.7 Student Officers are prohibited from endorsing electoral candidates.

‘Endorsement’ is defined as showing support for candidates through attempting to persuade or dissuade persons to vote for a candidate. This may be through writing, creating and distributing a candidate’s campaign materials and manifesto.

5.12.8 Student Officers that choose to re-stand for a second term are exempt from self- endorsement. ‘Self-endorsement’ is defined as showing support for candidates through attempting to persuade or dissuade persons to vote for oneself. This may be through writing, creating and distributing their own campaign materials and manifesto.

2. The current election rules currently allow for slates. (For more information on slates please see the election rules:

<https://www.ueasu.org/elections/home/rules-and-faqs/>)

3. Bye-laws 5.12.7 and 5.12.8 would mean that current officers would either be breaking the bye-laws by engaging in slates or are potentially putting themselves at a campaigning disadvantage by not doing so**Union Believes:**

1. Union elections should be free and fair
2. All candidates should be considered the same and able to participate equally in election

Union Resolves:**1. To change bye-law 5.12.8 from:**

5.12.8 Student Officers that choose to re-stand for a second term are exempt from self- endorsement. ‘Self-endorsement’ is defined as showing support for candidates through attempting to persuade or dissuade persons to vote for oneself. This may be through writing, creating and distributing their own campaign materials and manifesto.

To

5.12.8 Student Officers that choose to stand in elections shall be considered candidates, beholden to election rules as laid out by the deputy and returning officers as any other candidate, and officers second

SECTION E: Approval of Society and Peer Groups

No societies for approval

SECTION F: Any Other Business

To receive an update on actions from the motion: Bursary for MPharm students

SECTION G: Date and Time of next meeting

The next meeting is scheduled for March 21st at 5pm.