

Union Council Agenda

Date: 29th OCT 2020

Agenda

UC01	Housekeeping <ul style="list-style-type: none"> - New online format - New way of voting 	5 Mins
UC02	Elections <ul style="list-style-type: none"> • Election of: • Chair and Deputy Chair Announcement of results for: <ul style="list-style-type: none"> • Finance Committee (2) • Appointments and HR committee (2) • Risk and Governance Committee (2) • DPC 	10 Mins
UC03	Minutes of the Last Meeting / matters arising from last minutes	5 Mins
UC04	Cycle of business	5 Mins
UC05	Reports <ul style="list-style-type: none"> a. Trustee Board Report b. Student Officer Committee (SOC) Report c. Full time Officer Reports 	20 Mins
	Access Break	5 Mins
UC06	Society and Peer Support Group Constitutions	10 Mins
UC07	Motions	25 Mins
UC08	Any other Business / Open Discussion <ul style="list-style-type: none"> • Any other business items are matters which committee members could not have become aware of before the agenda closed. These items can be submitted to the Chair up to 24 hours before the start of the meeting for their consideration. 	10 Mins
Date, time and place of next meeting: 10th DEC – Microsoft Teams		

Section 1: Housekeeping

To note

a) Code of conduct

<https://www.uea.su/union/memberscodeofconduct/>

b) Minutes from the previous meeting

<https://www.uea.su/democracy/unioncouncil/councildocumentsandnotices/>

c) Expenses <https://www.uea.su/democracy/unioncouncil/councilinfo/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 Esin D’Amery, Head of Campaigns and Policy on E.DAmery@uea.ac.uk for more details.

d) Online meeting facility [on website]

If you cannot attend in person on Thursday and would like to use the online facility, please email Esin at E.DAmery@uea.ac.uk before 5pm on the day of the meeting.

e) Articles of Association & Bye-Laws <https://www.uea.su/union/governance/constitution/>

The SU is governed by the [Articles of Association](#), and its attached rule book, the [Bye-Laws](#).

Section 2: Elections

A) Election of

- Election of:
- Chair and Deputy Chair

b) Announcement of results for:

- Finance Committee (2)
- Appointments and HR committee (2)
- Risk and Governance Committee (2)
- DPC

Section 3: Minutes of the Last Meeting / matters arising from last minutes

To Approve

- The committee is asked to check the minutes for accuracy

<https://www.uea.su/democracy/unioncouncil/councildocumentsandnotices/>

Section 4: Cycle of business:

2.34 A cycle of business will be proposed by the Chair of Union Council, in collaboration with the Campaigns & Democracy Officer, at the first Union Council of the academic year to facilitate broad

discussions in accordance with 2.9.4. Councillors may amend this discussion and submit any item for discussion, provided it does not contravene the Byelaws or Articles of Association, to the agenda of any meeting of Union Council.

Section 5: Reports

To Note

a) 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, as with SOC, you can scrutinise the work of the Trustees and hold them to account.

b) Student Officer Committee (SOC) Report -

The elected Student Officers meet as the Student Officer Committee (SOC) where they decide on how to run campaigns and on how to implement the policies passed by Union Council. This section is your chance to scrutinise the work of SOC and to hold the Student Officers to account for the work they have been doing on your behalf.

c) Full time Officer Reports

Lizzie Payne: Activities and Opportunities

Item	Update
Manifesto Priorities	More social spaces on campus - campus kitchen have agreed to allow student groups to use their facilities in the evenings. We are finalising arrangements and will hopefully be advertising out to student groups soon. Club/soc recognition to be achieved through the #UEAyourWay campaign
Campaigns	#UEAyourWay campaign in the works – spreading the word around all the opportunities you can get involved with outside your degree, and helping new students find their friends and communities through clubs/societies/volunteering. Also aims to overcome the lull at the end of October where students feel it's too late to join a club/soc (it's never too late!).
Meetings	University Council and University Finance Committee Re-start campus (Student focus) - feeding in student concerns VC's Mental Health Taskforce Project 17 - COVID-19 and mental health
AOB	Sports Association Membership reduced to £45 for the year

Em Anderson: Welfare, Community, and Diversity Officer

Item	Update
Manifesto Priorities	Consent and healthy relationships; Sustainability; Mental Health; Anti-racism
Campaigns	
Meetings	VC's Mental Health Taskforce; SEC; Management Committee
AOB	

Callum Perry: Undergraduate Education Officer

Item	Update
Manifesto Priorities	<p>Representation – Created and begun implementation of additional representation forums and expanded the course rep academy to allow for more feedback and evaluation of student needs during this time.</p> <p>Inclusivity and Belonging</p> <p>Assessment – Successfully planned out a new academic and mental health support tab for all assessment briefs so students know where to go and who to contact if they are struggling.</p> <p>Feedback and Evaluation</p> <p>Advising and Academic Health – Working on reintroducing the UG Dissertation Cafes. Advising booklet from last year is now embedded in the policy and SU will be conducting the training in partnership with UEA.</p>
Campaigns	<p>Working on timetabling by completing a 450-response survey around student thoughts on face-to-face teaching and timetabling.</p> <p>Fees and compensation work – rolling out a survey to gain understanding of student value for money in education to raise at the university level.</p> <p>Education Hub – A new one stop shop depository of educational resources and representation.</p>
Meetings	<p>COVID-19 teaching and learning strand – feeding into communications and insights around student concerns and supporting in creating resources and support for student learning.</p> <p>Learning and Teaching Committee – presented the new student partnership agreement that was formulated by Rep Forum last academic year. Also presented the rep review paper and proposal for new structure to enhance student feedback and evaluation.</p>
AOB	<p>Aurora Student President work – to become an Aurora Student Champion message me callum.perry@uea.ac.uk</p> <p>Presenting at the QAA Quality Matters Conference on Student Representation</p> <p>Appointed as a panel member on the Student Strategic Advisory Committee for QAA.</p>

Hamish Williams: Campaigns and Democracy Officer

Item	Update
Manifesto Priorities	<p>Democracy: Developing our democratic processes here at uea(su).</p> <p>Sustainability: Create a sustainable culture here at UEA through education. In particular I wanted to push back on the use of single use plastic particularly in our retail and catering venues.</p> <p>Student Costs: Assess and reduce those costs that impact students.</p>
Campaigns	<p>Rent Fightback: I have very recently joined Em in her work with the university with regards to rent increases on campus and have also liaised with the UEA Rent Fightback Society. (ON-GOING)</p> <p>One Way System Review: I have been working with the University to review the current one-way system in order to make it more accessible to all students. (ON-GOING)</p> <p>Sustainability: Whilst not an official campaign yet, I have been exploring our waste management with the heads of retail and catering at the University and in particular have been discussing the implementation of bio-degradable coffee cups in light of the keep cup ban. (ON-GOING)</p>
Meetings	<p>University Council (UC) Sustainability Board Senior Officer Remuneration Committee (SORC) Student Experience Committee (SEC)</p>
AOB	N/A

Ayane Hida: Postgraduate Education Officer

Item	Update
Manifesto	Representation, Intercultural communication, International students, Anti-discrimination,

Priorities	More opportunities for PGs
Campaigns	Support PhD students who Teach
Meetings	BAME working group, Doctoral College Executive, Doctoral Training and Employability Group, European mobility continuity group, Graduate School Student Forum, Learning and Teaching committee, Library Forum, Meetings with students, Postgraduate Committee, Student Experience Committee, Student Staff Liaison Committee
AOB	Aurora student network/Decolonising Network/trainings and workshops from the other organisation, Welcome week meet ups

Section 6: Reports Club, Society and Peer Support Group Constitutions

To Approve

SOCIETY NAME	BIT ABOUT	COUNCIL VERDICT
African-Caribbean medical society		
Conspiracy Theory soc	To discuss and evaluate the credibility of existing or new conspiracy theories in an entertaining and engaging way. For like-minded students to meet and make friends with those who are also interested in discussing conspiracy theories. To raise awareness about conspiracy theories.	
Cooking and Tasting	To help students of UEA gain appreciation and the ability to cook for themselves and others. In addition to cultivating and furthering a greater awareness of the diversity within food culture and Norwich.	
Drag Soc	We want to provide a fun and safe atmosphere to allow people to express themselves with drag. We want to celebrate drag as a form of art and personal expression. It will be a society for those who may not have the confidence to celebrate drag individually but will gain confidence in a group of accepting people.	
Engineers Without Borders	<i>Engineers Without Borders UK engages and galvanises the engineering community to serve all people and our planet better than ever before. A university Chapter is a society that spreads the message of EWB UK through activities, projects and training; highlighting the importance of globally responsible engineering.</i>	
Leadership in Medicine	To demonstrate examples of leaders within healthcare at a time when this is an upcoming and underestimated field. We will focus on tackling diversity and novel roles. We will hold panel events about women in healthcare leadership, BAME in healthcare leadership, and leadership within a pandemic. We will also hold a conference on roles outside of the wards or conventional Medicine, such as leadership in Space Medicine, medical journalism, healthcare entrepreneurship etc	
Student MedAID UEA	Increase sustainability in the medical field by reducing unnecessary wastage. - Supply medical equipment to under-resourced medical institutions in developing countries. - Improve collaborations between medical students, doctors and hospitals. - Bridging the gap between healthcare sectors, humanitarian organizations and lay members of the public. - Raise awareness of the carbon footprint in the NHS and increase public engagement in improving sustainability	
UEA Coin Collectors	To create a community for coin collectors at the UEA where they can share their interest in coins with likeminded individuals in a relaxed and welcoming environment. Members shall be encouraged to share their collections with others and the ability to trade will also be available.	
Young Academic soc	The main aims will be to get medical students involved in research by locally sourcing and offering research projects for them to be involved in. Also, we will be running educational events focusing on skills crucial for research projects (e.g. designing posters, presentations, etc.). Alongside this, there will be journal clubs to enable students to present their work to others and broaden their understanding of medical research and academia	

Section 7: Motions

To Approve

(This section covers motions that councilors have sent in for debate. For more information on what a

motion is, or how to write one, click here: <https://www.uea.su/democracy/unioncouncil/>
<https://www.uea.su/democracy/unionpolicy>

<p>Suspension of 1.11.12 (on account of COVID-19)</p> <p>Proposer: Tyler Bell (Non-Portfolio Officer) Secunder: Hamish Williams (Campaigns & Democracy Officer)</p> <p>Summary: To reduce the amount of Union Council meetings held in the academic year 2020-2021 due to Covid-19 increasing pressures on both students and staff support.</p>
<p>Council Notes</p> <ol style="list-style-type: none"> 1. Due to current Covid restrictions, Union Council is taking place online via Microsoft Teams 2. There has been a decrease in the resources available to uea(su) due to the COVID-19 pandemic. 3. Staff support for Union Council has been reduced due to current employment retention schemes being utilised at the Union. 4. There are currently 4 meetings of Union Council provisionally planned for the academic year 2020-2021.
<p>Council Believes</p> <ol style="list-style-type: none"> 1. Council should reduce the number of meetings held in the academic year 2020-2021 to a manageable amount given the current circumstances. 2. The reduction in resources, including staff hours, will make the facilitation of Union Council difficult this year. 3. Students are still able to approach Full-time and Part-Time officers for support on campaigns and projects. 4. With the increased use of Microsoft Teams, especially the formulation of the Union Council Microsoft Teams group, Councilors are able to get support from other councilors or support staff instantly should they need it.
<p>Council Resolves</p> <ol style="list-style-type: none"> 5. To suspend byelaw 1.11.12 <i>"An ordinary meeting of Union Council shall be held no less than seven times in an academic year. The first meeting in each semester to be held within four weeks of the start of the semester"</i> for the academic year 2020-2021

<p>Adoption of Option A as our new Democratic Structure</p>
<p>Proposer: Hamish Williams (Campaigns and Democracy Officer) Secunder: Tyler Bell (Non-Portfolio Officer)</p>
<p>Summary: To adopt Option A as our new Democratic Structure following the results of the Referendum in March 2020. Supporting Document can be found here (https://www.uea.su/pageassets/democracy/unioncouncil/councildocumentsandnotices/Democracy-Review-Supporting-Doc.pdf)</p>
<p>Council Notes</p> <ol style="list-style-type: none"> 1. Across the country the ways in which students engage with their SU's and lead change has evolved significantly. 2. The democratic structures currently present at UEA(SU) are outdated and significantly behind other unions in the country. 3. There is a stagnation in our democratic meetings and a decline in attendance and engagement at these meetings. 4. In 2019, at the bequest of the then Campaigns & Democracy Officer, an external consultant conducted a review of our current systems through conversations with our students and staff.

The democracy review presented three models, which were then put to a referendum and were voted on by our students

Council Believes

1. Option A won significantly in the results of the Referendum.
2. We cannot claim to be a fully Democratic Union until we transform our current system into one in which any student can easily engage with and impact change.
3. Students should have the final say on how they want to engage with their SU's democracy.
4. The proposed model will provide more flexibility and put more power into the hands of students whilst using a structure that will enable more of a consensus to be reached. Resources will be more available to students and students will be able to have more involvement in decision making.

Council Resolves

1. The Student's Union should formally adopt Option A as the basis for our Democratic Structure, to come into effect in the academic year 2021-2022
2. The Student's Union should carry out a student led in depth role review of all full and part time officers in line with the new model with the aim to elect the new roles in the academic year 2022-2023
3. To review and update the byelaws to ensure they effectively align with the new democratic structure and return to Union Council this academic year for approval
4. The Student's Union will commit to a review schedule to ensure our democratic structures remain relevant and effective.

Divest Barclays SU Motion 2020-21

Proposer: Sophie Ciurlik Rittenbaum

Seconder: Hamish Williams

Summary: As Barclays is the largest financier of fossil fuels in Europe and the ninth largest in the world, funded the Dakota Access Pipeline, and funds particularly harmful fossil fuel infrastructure including that necessary for fracking and tar sands exploitation, UEA will cut ties with Barclays. Currently, UEA has divested its endowment with UEA, but still banks with Barclays and has a Barclays branch on campus, whose lease is set to expire January 10, 2021. It is hereby resolved that UEA will not renew its lease for a Barclays branch on campus and will remove the Barclays ATM from campus. UEA will cease banking with Barclays and instead bank with Triodos Bank or another bank that is equally or more ethical. UEA will not invite Barclays to careers fairs and other events where Barclays can promote itself to students.

Council Notes

1. The Intergovernmental Panel on Climate Change (IPCC) has warned that we have only ten years left to limit catastrophic climate change.
2. Burning fossil fuels is the primary contributor to climate change.
3. The vast majority of fossil fuels must stay in the ground to stop catastrophic climate change.
4. Barclays is the biggest financier of fossil fuels in Europe, pouring almost \$119bn (£91bn) of finance into fossil fuel firms and high-carbon projects since 2015 as of April 2020.
5. Barclays have financed companies behind projects including Lancashire fracking, the Dakota Access Pipeline and Cerrejon coal mine in Colombia.

Council Believes

1. Barclays should stop financing all fossil fuel companies and projects as soon as possible, beginning with new extractive infrastructure like pipelines, new gas and coal mines.
2. Institutional boycotts are an effective tactic for achieving change at banks like Barclays, evidence by the success of a similar campaign against South African apartheid.

Council Resolves

1. Boycott Barclays until they stop financing all fossil fuel companies and extraction projects globally (including banking, other financial dealings, sponsorship, corporate partnerships, advertising, presence at careers fairs, ATMs and branches on campus).
2. Draft and introduce an ethical banking policy including considerations for sustainability and climate

change.

3. Lobby the University to cut all ties with Barclays until it drops its support for fossil fuels, in particular excluding its representatives from careers fairs and any sponsorship arrangements until the campaign's demands are met.

4. Support People & Planet's Divest Barclays campaign.

Keep SU policy in University outlets

Proposer: Jude Beckett (History Society)

Secunder: Serene Shibli (Politics Society)

Summary: A motion to mandate relevant FTOs to lobby the university to honour existing Union Council Policy at former UEASU outlets.

Council Notes

1. Over the summer, the University has taken over management of some of the SU's retail outlets, including the Shop, Unio Coffee, Pizza SU and the Fries Van as part of a wider renegotiation of the relationship between the University and the union.^[1]
2. Many pieces of UEASU policy and policy precedent relate to these outlets, such as a boycott of the Sun newspaper^[2] and a commitment to accessibility.^[3]

Council Believes

1. Maintaining a level of student input in how the outlets on our campus run ensures that student interests are core to their operation.
2. Agreeing to honour existing policy sets a good precedent for a positive working relationship with the university going forward into this new system of management.
3. Previous policy represents work on the part of the proposers and an agreement by union council, which this council should strive to uphold.

Council Resolves

1. To mandate the campaigns and democracy officer to lobby the university to commit to honouring all pre-existing policy and policy precedent with regard to former UEASU outlets, and to ensure that future decisions with regard to these outlets are in line with existing union policy.

To amend elements of Bye-Law 9 allowing for flexibility to modify and adapt to COVID-19.

Proposer: Elizabeth Payne (Activities and Opportunities Officer)

Secunder: Patrycja Poplawska (Cultural Societies exec)

Summary:

Student groups remain to be a core offering of the student union and will provide a key support network for students on campus. Creating flexibility around these will allow them to be more sustainable and provide activities for students during this period.

This motion aims to amend parts of Bye-Law 9 around student group ratification and minimum number of members for student group activity to continue, so that student groups

Removing the ratification of societies and peer support groups by Union Council and instead moving the approval process to the societies executive and Student Officer Committee respectively, will allow student groups to be formed quicker. In addition, temporarily removing the 20 member rule also means student groups can continue this year despite challenging circumstances.

These amendments to the Bye-Laws will provide groups for a wide spectrum of student demographics,

ensuring students can still join the communities they need for support.

Council Notes

1. Approval of societies and peer support groups occurs through a series of stages starting with an application process of the idea to the opportunities team, and if approved, then through to voting by students to show there is demand for the student group (20 votes needed).
2. For societies, this is followed by approval by the societies executive team who consider and discuss factors such as conflict of interest with other existing student groups. If approved here, the society idea is taken to Union Council for the final stamp of approval by councillors (as stated in Bye-Law 9.6 & 9.7).
 - a. *9.6 A society can be formed around any issue, provided that Union Council approve their Constitution and that it isn't covered as a club under the above definition.*
 - b. *9.7 A peer support group can be formed by a group of students for the sole purpose of supporting their peers, provided that Union Council approve their Constitution.*
3. Due to the current situation with COVID-19, the frequency of Union Council and the subsequent approval of societies and peer support groups will be less than previous years causing an accumulation of student groups requiring approval and a delay in their start-up of activity.
4. We're asking for Bye-Law 9.6 & 9.7 (approval of the constitution by Union Council) to be bypassed, and the final approval of societies and peer support groups to be carried out by the societies executive team (of which is made up of elected representatives from all society areas) and Student Officer Committee respectively.
5. If societies exec or Student Officer Committee are not in agreement over the approval of a society or peer support group, then Union Council will have the final approval/ disapproval.

9.17 Union Council shall set a minimum number of members for a club and a minimum number of members for a group. Groups failing to recruit sufficient members shall not be accredited.
This is currently set to 20 members.

6. Bye-Law 9.17 states that Union Council will decide the minimum number of members required for student group activity to continue. The number of members currently stipulated by Union Council is 20. We suggest in the current climate that some societies will not reach this minimum level and the opportunities team with the Activities and Opportunities Officer will take a case by case view on the ceasing of any society.

Council Believes

1. Bye-Laws stipulate:

9.6 A society can be formed around any issue, provided that Union Council approve their Constitution and that it isn't covered as a club under the above definition.

9.7 A peer support group can be formed by a group of students for the sole purpose of supporting their peers, provided that Union Council approve their Constitution.

9.17 Union Council shall set a minimum number of members for a club and a minimum number of members for a group. Groups failing to recruit sufficient members shall not be accredited.
This is currently set to 20 members.

Council Resolves

1. Amendments to Bye-Laws:

9.6 A society can be formed around any issue, provided that UEASU Societies Executive approve their Constitution and that it isn't covered as a club under the above definition. In the event of disagreement over society approval by the societies executive, a final vote will be decided by Union Council.

9.7 A peer support group can be formed by a group of students for the sole purpose of supporting their peers, provided that Student Officer Committee approve their Constitution. In the event of disagreement over peer support group approval by the Student Officer Committee, a final vote will be decided by Union Council.

2. Temporary removal of Bye-Law 9.17 for 2020/21 academic year.

Change protected places on Postgraduate Committee to reflect student diversity

Proposer: Megan Pay (Postgraduate Committee)

Seconder: Ayane Hida (Postgraduate Education Officer)

Summary:

To adapt the protected places on the postgraduate committee to be more reflective of postgraduate student diversity and adopt more appropriate terminology.

- The Postgraduate Committee's 2 x Women plus protected places become 1 x Women's protected place and 1 x Trans* protected place.

Council Notes

1. The term 'Women plus' protected place is unclear without definition, and clusters nonbinary people with women unnecessarily feminises them.
2. There has historically been a lack of engagement by distance learners, PGCE and NBI students from the postgrad community in the PG Committee. Some of the reasons for this are geographical, however, as the PG Committee will be meeting online for the foreseeable future it is possible these geographical reasons will be less of a constraint to participation.
3. The union has committed to stand in solidarity with all transgender and non-binary members of the student community (e.g. see this recent blog post condemning the government's decision not to implement reforms on the Gender Recognition Act <https://www.uea.su/blogs/blog/part%20time%20officers/2020/09/23/Gender-Recognition-Act-Statement/>).

Council Believes

1. The creation of a protected place for both women and trans* people overcomes multiple issues surrounding the 'women plus' term: it clarifies exactly whom the places are protected for and also does not feminise nonbinary people by effectively 'adding them on' to women.
2. By creating a Trans* protected place this opens the space up to people of all trans identities, including nonbinary people who are included in the trans* banner.
3. PG Committee should take advantage of the current situation with online meetings to maximise possible engagement across a diverse postgraduate student body.
4. This review of the term 'women plus' indicates the need for a wider evaluation of language and terminology like this across the union.

Council Resolves

1. To change the Postgraduate Committee's two women's plus protected places to one women's protected place and one trans* protected place, in all instances where these are referenced on the website and in documentation.
2. To update all references to the postgraduate committee's protected places to include both of the above changes.

^[1] <https://www.uea.su/blogs/blog/campaigns/2020/08/28/an-introduction-from-your-new-campaigns-officer/>

^[2] <https://www.uea.su/pageassets/democracy/unionpolicy/1398-Updated-Sun-and-Star-Boycott-12-Feb-15.pdf>

^[3] <https://www.uea.su/pageassets/democracy/unionpolicy/2302.pdf>

Section 8: A.O.B

To Consider

- Emergency motions

6.a Reports from University & Students' Union Committees

The Full Time Officers and some Councilors sit on key University Committees, if any big issues are coming up that will affect students, they report them to Council.

Date, time and place of next meeting: 10th DEC 2020 - Teams