

**Union Council Agenda**

**Thursday 09 May 2019**

**7pm**

**LT2**

**Lecture Theatre 2**

**Section 1: Housekeeping**

This part of the agenda includes notices, membership, minutes, matters arising, new Clubs and Societies and appointments.

**Expenses**

Remember – the Union (of UEA students) may be able to reimburse you for travel or carer expenses that you incur attending this meeting. Please contact Josh Clare, Head of Campaigns and Policy on [josh.clare@uea.ac.uk](mailto:josh.clare@uea.ac.uk) for more details.

**Online meeting facility**

If you cannot attend in person on Thursday and would like to use the online facility, please email Josh at [josh.clare@uea.ac.uk](mailto:josh.clare@uea.ac.uk) before 5pm on the day of the meeting.

**Articles of Association & Bye-Laws**

The SU is governed by the [Articles of Association](https://ueanorwich.sharepoint.com/sites/uueas_campaignsandpolicy/Shared%20Documents/TONY%20KEEP%202016/Governance/Live%20Articles%20and%20Constitution/1%20Live%2017%20to%2018%20AA%20and%20BL/All%20November%2017/1%20Articles%20for%2017-18%20October.pdf?slrid=099f989e-a04e-7000-3ec6-7527869db7b2), and its attached rule book, the [Bye-Laws](https://www.uea.su/pageassets/union/governance/constitution/A2-Bye-Laws-May-18-ss-.pdf).

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| To note | Starred (\*) items are, ordinarily not for discussion in the meeting; any queries on these items should be addressed to the Chair prior to the meeting. |
| **2392\*** | **Membership** |
| To note | The list of members notified to the Campaigns & Democracy Coordinator, by 12pm on Monday 09 May 2019 who together with the Student Officers make up the Council. |
| **2393\*** | **Remit of Union Council** |
| To note | That pages 5-8 of the SU [Bye-Laws](https://www.uea.su/pageassets/union/governance/constitution/A2-Bye-Laws-May-18-ss-.pdf) outline the functions and responsibilities of the Union Council and are available. |
| **2394\*** | **Standing Orders Governing the Conduct of Union Meetings** |
| To note | That the standing orders governing the conduct of SU meetings are on pages 13-18 of the SU [Bye-Laws](https://www.uea.su/pageassets/union/governance/constitution/A2-Bye-Laws-May-18-ss-.pdf). |
| **2395** | **Budget Estimates** |
| To approve | Oli Gray |
| **2396** | **Minutes of the Meeting held on Thursday 28February 2019** |
| To receive | The minutes of the meeting held on Thursday 28 February 2019. |
| To approve | The minutes as a true and accurate record of the meeting. |
| **2397** | **Matters Arising** |
| To receive | Any matters arising from previous minutes not covered elsewhere on the agenda. |
| **2398** | **Club, Society and Peer Support Group Constitutions** |
| To approve | Standard Constitutions have been received from:  Before new Societies, Clubs and Peer Support Groups are sent to Union Council for approval the Societies Executive will consider them and make recommendations.   1. **Cancer Research UK**   To fundraise and raise awareness of the Cancer Research Charity on campus.   1. **Commuters**   To provide a welcoming community for students who live at home while at university or travel for distances, creating a broader social network and more opportunities for elements such as ease of travel and accessible events.   1. **Ghanaian**   Empowering Ghanaian enthusiasts at UEA and those interested in learning about the culture within the Gold Coast. We aim to provide support, hospitality and a platform to begin a family for everyone at UEA.   1. **Ghost Hunting**  * To have fun exploring the supernatural (legally) * Play spooky games/watch horror movies * Visit/tour famously haunted sites  1. **Mahjong**   Promoting the mahjong culture to everyone and let everyone have a clear idea of it. Also, mahjong society will organise social events and tutorials, so we aim to let members socialize with students from different backgrounds   1. **OSCE Aid**   We aim to help medical students of all year groups get through our practical medical examinations, called OSCEs. From year 2 till year 5 medical students go through 5 OSCEs per year. One at the end of every module (so at the end of every term) covering topics from that specific module and then a 2-day OSCE at the end of the year covering any modules covered in our time in medical school so far. Various difficult skills and tasks are tested in these practical examinations and there are no student led organizations which solely focuses on helping medical students getting through these OSCEs, particularly with helping in end of year OSCEs. We aim to run multiple teaching sessions on the skills and tasks that are commonly tested in these examinations, such as prescribing medications and plan on running multiple mock OSCEs with students all years, giving them focused feedback.   1. **Social Work**   To allow people to learn more about all things social work, to help out with community projects, fundraising, to arrange events and guest speakers for all Social Work students and society members and much more   1. **Wine and Cheese Society**   The aim of the club is to educate people culturally on the different wine and cheese that exist, but also to introduce a new sophisticated and relaxed hobby to the university in which people can come together to socialize and enjoy similar interests. “Drinking good wine with good food in good company is one of life’s most civilized pleasures” – Michael Broadben   1. **WISE (Women in Science and Engineering)**   To provide and safe and nurturing environment for women in STEM subjects to support each other in their future endeavors. Whilst we understand that there are becoming less and less boundaries for women within STEM subjects in the wider world, it is still heavily male dominated, and the aim is to support those who wish to enter these career paths. Before new Societies, Clubs and Peer Support Groups are sent to Union Council for approval the Societies Executive will consider them and make recommendations.   1. **Kenyan Soc:**   In order to bring together people who have common interest in the Kenyan culture and in order to meet new people.   1. **Pantomime Soc:**   To produce two yearly pantomimes, which will entertain the student body, while ensuring a friendly and inclusive environment for our members.  The following recommendations were made by the Societies Executive Tuesday 19th February 2019:   |  |  |  | | --- | --- | --- | | **Proposed Society** | **Executive Recommendation** | **Context** | | **Cancer Research UK** | Approve | Similar to Big C however is national charity, we are new accepting Charity societies, and this is a worthwhile cause so recommend approving. | | **Commuters** | Approve | Need to clarify what counts as a commuter but great idea for bringing together a group who do not usually have the chance to socialise on campus. | | **Ghanaian** | Approve | Potentially overpriced as membership fee no clear and more info needed on plans for fundraising but great new cultural society. | | **Ghost Hunting** | Approve | Sounds a fun society with great collaboration ideas but suggestion of lowering the fee and risk assessments would be vital. | | **Mahjong** | Approve | Have been invited to attend this council and explain reasons for questions we had. High price of membership was to cover cost of Mahjong board, soc exec have happily approved with their explanations. | | **OSCE Aid** | Approve | Suggestions for also having some fun socials but seems very important and effective idea to support medical students where they haven’t before. Would support all medical students, so very good. | | **Social Work** | Approve | No questions over this society, good application and good ideas for events and collaborations. Good new academic society. | | **Wine and Cheese** | Approve | Need to consider vegan/dairy free and non-alcoholic options, however could be popular idea with good range of events planned. | | **WISE (Women in Science and Engineering)** | Approve | Would have liked to see more ideas for events and more creativity but good idea for society and representation and awareness. |   The following recommendations were made by the Societies Executive Tuesday 29th April 2019:   |  |  |  | | --- | --- | --- | | **Proposed Society** | **Executive Recommendation** | **Context** | | **Kenyan Soc** | Approve | Could be more ambitious with their expected number of members and therefore can budget more into activities, but great new Cultural Soc. | | **Pantomime Soc** | Approve | Have planned pantomimes that are popular currently and will definitely have more members than planned for so can change budgeting. Recommending more collaborations. | |
| **2399**  To approve | **UEA Love peer support group**  Papers included |
| **2400**  To receive | **Election of Student Trustees**  As required by Article 37 of the Constitution, four Student Trustees to serve for 2019-20.  The ballot will be held online.  Voting opens noon on Friday 10 May and closes at noon on Friday 17  May.  The candidates are: Samuel Chan, Daniel Cockburn-Evans, Charles Flanagan, Sebastian Lajos, Karolina Roszkowska with the option of Re-Open Nominations  The candidates have submitted statements: you can find these at the end of this document |
| **2401**  To approve | **Affiliations to External Organisations**    The continued affiliation of the Union, on behalf of the generality of students, to the following organisations, costs in brackets:    Advice UK (£1,000)  The National Union of Students (£17,766)  The Citizens Advice Bureau (£1,000)  Students for Cooperation (£75) |

**Section 2: Reports**

In this part of the meeting, Councillors receive reports on what the elected Officers and the Trustee Board have been doing.

**Reports from University & Students’ Union Committees**

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

**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.

**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.

**Reports from Representatives**

This is where Councillors can bring any matter of concern to their constituents directly to the attention of Council.

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| **2402** | **Reports from SU and University Meetings** |
| To receive | Any reports from Union Council Representatives on University Committees. |
| To consider | Appropriate action. |
| **2403** | **Student Officer Committee Report** |
| To receive | Reports from the Full Time Officers. |
| To note | That the approved minutes of all meetings of SOC can be viewed at <https://www.uea.su/union/governance/studentofficercommittee/> |
| To consider | Appropriate action. |
| **2404** | **Trustee Board** |
| To receive | A verbal report from the Chair of the Trustee Board |
| To note | That the approved minutes of all meetings of the Board can be viewed at <https://www.uea.su/union/governance/trusteeboarddocuments/> |
| To consider | Appropriate action. |
| **2405** | Reports from Representatives |
| To receive | Reports from representatives, on issues not covered elsewhere in the Agenda; that Councillors wish to draw to the attention of Union Council.  Reports include updates on issues require support or action by the SU, or which are likely to be discussed at University Committee meetings on which the Union is represented. |
| To consider | Appropriate action. |

**Section 3: Open Discussion**

The Open Discussion section of the agenda is an opportunity for informal discussion about a topic proposed by the Student Officer Committee.

**UEA Access & Participation Plan consultation.**

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**Section 4: Policy Making**

In the final part of the agenda, Union Council debates policy proposals known as *motions*. After they are debated, Councillors vote on the motions and, if passed, they become SU policy for 3 years. Councillors can propose changes to the *motions*, these are called *amendments*.

**Submitting an amendment**

If you would look to propose an amendment to any of the resolutions, please send it to the Proposer of the Motion and the Chair at the earliest opportunity before the meeting to see if the Proposer is willing to incorporate it into their resolution.

If the Proposer reject your amendment, please send it to [Josh.Clare@uea.ac.uk](mailto:Josh.Clare@uea.ac.uk) Head of Campaigns and Policy, as soon as possible after you find out it has been rejected. The deadline for amendments to reach Josh is 48 hours before the start of the meeting.

**Current policy**

All SU [Policy](http://uea.su/policy) is adopted for a 3-year period. All active and historic SU policy is available on our website.

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| **2406** | **Amendment to the Bye-Laws - An Officer for Black Students** |
| To consider | Appropriate action. |
| **2407** | **Give Us Peer Support Groups!** |
| To consider | Appropriate action. |
| **2408** | **Making labs a better learning environment** |
| To consider | Appropriate action. |
| **2409** | **Don’t want to attend Council? Don’t sit on Council!** |
| To consider | Appropriate action. |
| **2410** | **Amendment to the Bye-Laws – Course rep and convenor** |
| To consider | Appropriate action. |
| **2411** | **Allow Associate Tutors to Supervise Dissertations at Undergraduate Level** |
| To consider | Appropriate action. |
| **2412** | **UEA SU-assistance in end of year on-campus/off campus accommodation collection** |
| To consider | Appropriate action. |
| **2413** | **LGBT+ Policy** |
| To consider | Appropriate action |
| **2414** | **UEA SU to demand that the university declares a climate emergency** |
| To consider | Appropriate action. |
| **2415** | **No to rent hikes** |
| To consider | Appropriate action. |
| **2416** | **Proper Silent Spaces** |
| To consider | Appropriate action. |
| **2417** | **The real cost of being a student** |
| To consider | Appropriate action. |
| **2418** | **Time, Date and Place of Next Meeting** |
|  | Last Meeting for the academic year 2018/19 |



**Minutes**



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| **Meeting** | Union Council |
| **Date** | Thursday 28 February 2019 |
| **Time** | 7pm – 10pm |
| **Location** | Lecture Theatre 2 |
| **Author** | Xenia Levantis |

**Key points:**

**Approved societies:** Gospel Society, Urban Female Movement Society, Oncology

**The following societies were deferred to the next meeting:** Half Pint, Mahjong

**The following emergency motions were approved:** Emergency motion – uea(su) response to TEF independent review consultation, Emergency motion- on the money (an amendment to the byelaws), Emergency motion- Striking for a future: Support the climate strike, Emergency motion- UEA(su) for a People’s Vote.

**The following motions were approved:** True accessibility is already there, we shouldn’t have to ask: Alternative text, We’re Bugging You: Equality and Diversity training for all Students Union Council Reps, Advice/Housing Development Oversight Board (An Amendment to the Bye Laws), Amendment to policy 2181: Meat Free Mondays, Amendment to 2373: A Smoke-Free UEA

**Voting Members Present in the room: Borja Martin Simon** (Student Officer Committee)**; Georgina Burchell** (Student Officer Committee); **Hannah Murgatroyd** (Student Officer Committee); **Jenna Chapman** (Student Officer Committee); **Henry Bowen** (Student Officer Committee); **Liam Deary** (Student Officer Committee); **Martin Marko** (Student Officer Committee); **Oli Gray** (Student Officer Committee); **Rob Klim** (Student Officer Committee); **Sophie Atherton** (Student Officer Committee); **Emma Moxon** (Student Officer Committee); **Sanna Mantyyniemi** (Student Officer Committee); **Temi Ogunniyi-Adeleke** (African-Caribbean); **James Willcock** (Assassins); **Jack Jones** (BIO); **Sophie Bunce** (Concrete); **Jack Annand** (Entrepeneur); **Samantha Farzad** (Language & Communication Studies); **Oliver Healey** (Literature); **Liam Self** (Music); **Maddie Bransfield** (Nursing); **Abdullah Akhter / Laveeza Hamid** (Pakistani); **Jude Beckett** (Quiz); **Elizabeth Payne** (Gymnastics); **Tansy Jones** (Ballet); **Ben Smith** (Boxing); **Lauren Brooks** (Korfball); **Jackie Yau** (Pool & Snooker); **Eliza Gurner** (Tap); **Hazrat Hussain** (Taekwondo); **Eleanor Armstrong-Mortloc**k (Trampolining); **Laura Overton-hore** (Polo Society); **Anna Deas** (Art History); **Kavan Fallows** (School Convenor ENG); **Roo Pitt** (School Convenor PPL); **Zinnia Bugg** (School Convenor CHE); **Rebecca Foreman** (Non-binary & Womens' Network (open place)); **Emilia Bugg** (Disbaled Students Liberation Society (Open place)); **Lewis Martin** (Mature Students Assembly (Council Rep)); **Purvesh Patel** (School Rep – CMP Year 1); **Andersm Hugo; Adam Stewart** (Erasmus) ; **Rachel Higgins** (Pole fitness); **Jasmine Abubekr** (Urban Female Movement).

**Voting Members Present online**

**Chair**  
Elliot Folan

**Deputy Chair**  
Dan Box

**In Attendance**

Josh Clare (Head of Campaigns and Policy)

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|  | The chair opened the meeting and conducted a quorum count.  **Quorum Count: 40.** |
| **2379** | **Minutes of the Meeting held on Thursday 07 February 2019** |
|  | The Chair introduced the minutes of the meeting held on Thursday 07 February 2019. The chair asked Union Council for comments.  The Chair accepted minor textual amendments.  The vote for approving the minutes is as follows:   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 89 | 35 | | Against | 0 | | Abstentions | 11 |   The minutes were **approved.** |
| **2380** | **Matters Arising** |
|  | The Chair asked if there were any matters arising from previous minutes not covered elsewhere on the agenda.  No one raised anything.  **Lewis Martin,** *Chair of Democratic Procedure Committee* – clarified unless a society has been rejected by societies exec we won’t go through full speech for and against. Societies have right to waive speech, follows lines of treating it as a normal motion. |
| **2381** | **Club, Society and Peer Support Group Constitutions** |
|  | The Deputy Chair introduced the constitutions of student groups requested for approval by Union Council.  The standard Constitutions have been received from:   1. **Gospel Voices**   We are a Christian based society who are open to all people. We desire to meet up with people who love the musical side of life. Our aim is to help people’s confidences and give them the opportunity to express themselves through gospel songs, this can be done through singing, dancing, poetry etc.   1. **Half-Pint**   Quite self-explanatory really, we meet up on Saturdays and enjoy a sweet half pint. We’re here to open your eyes and wet your tongue to a sweet tasting half pint. Our society be focused on forming a close-knit community within the university that is inclusive and welcoming of all people. Further, we want to create a society that can bring a real social benefit to the students, allowing new friendships to form over a shared love of half pints.   1. **Mahjong**   To promote South East Asian Culture   1. **Oncology**   Oncology is a complex specialty, which can be challenging to navigate through but as cancer affects 1 in 2 people during the course of their lives, it is fundamental for medical education. Over the last 40 years, cancer survival has doubled in the UK and continues to improve. We aim to run multiple teaching sessions, breaking down complex topics ranging from chemotherapy to breaking bad news. Our goal is to increase awareness of cancer by getting involved in the local community (such as the Big C charity) and to inspire and promote medical careers in Oncology.   1. **Urban Female Movement**   To promote creativity and leadership, provide network opportunities and mentoring support for members. Allow members to showcase and embrace their current skill base through aiding start-ups. To create an unapologetic female culture and work towards progressively breaking gender and racial barriers. Exchange tips and advice. Educate secondary target group members on social inclusion. Create opportunity for members to be charitable to other “Sistas” all over the world.  The Deputy Chair noted that before new Societies, Clubs and Peer Support Groups are submitted to Union Council for approval, the Societies Executive considers them and makes recommendations.  The following recommendations were made by the Societies Executive Tuesday 15 January 2019: |
|  | |  |  |  | | --- | --- | --- | | **Proposed Society** | **Executive Recommendation** | **Context** | | **Gospel Choir** | Approve | Good idea with potential committee members already networking and communicating with similar societies (CU/Radical Youth), but potentially too similar to Radical Youth. Still voted to approve. | | **Half-Pint** | 2 Reject/2 Accept | Potential issue with gender imbalance in committee and unsure of actual objectives, but opportunity for committee to change in May elections and become balanced. | | **Mahjong** | Reject | Overpriced for type of activity and not enough variation, but have suggested increasing range of games and price cut. Voted to reject with potential to accept future application with changes. | | **Oncology** | 2 Abstain/2 Reject | Question over whether this is a campaign group or an educational/academic society as this was unclear, however bespoke and very important cause that could potentially support a lot of students. More information needed | | **Urban Female Movement** | 2 Abstain/2 Approve | Seems a good idea. Kind of a merge between ACS and Womanist society but may potentially be better as a branch of Womanist. Have been asked to attend to discuss. | |
|  | 1. **Gospel Choir**   **Deputy Chair** suggested we move this society straight to vote.  **Deputy Chair** explained in interpretation of motion if approved by societies exec they’ve already been approved by one body, and going through the ratification process by council.  **Roo Pitt,** *school convener for PPL*– explained that the motion suggested that societies will not be voted in the absence of the committee members.  **Lewis Martin**, *chair of DPC* – explained point of DPC is to ensure smooth running of council, by saying a society has been approved society exec is proposing them in a positive light.  **Roo Pitt,** *school convenor* - point of order to challenge Chair and DPC’s position on matter – intention of motion Make Societies Great was to engage new societies in council.  **Sophie Atherton,** *Campaigns and Democracy officer* – what was understood from the motion was that in absence of proposer someone from societies exec can introduce motion.  **Chair** – ruling of DPC, do not need speech on societies they have approved. Do not need a speech in room for ones they have approved.  **Roo Pitt,** *school convener for PPL* **-** makes speech for challenge to the Chair - Motion quite clear, quality of societies not quantity. Over 200 clubs and societies and simply asking someone from society to be able to propose their society to ensure they are engaged with Union Council as decision-making body of Union. Show level of commitment and not done in absence.  **Chair** makes speech against – difficult in mandating individuals to do things, tricky constitutional procedure. Job is to run council smoothly; societies exec approving is a speech in favour – can approve as a block vote. Councillor of society not turning up to answer questions about their society, it’s not been approved anyway.  **Question from Laura Overton-hore,** *UEA Polo*– someone not present and society is deferred, has happened when someone was there, was deferred, once again no-one was there and it was voted on anyway. Failed to turn up and society still went through.  **Chair** asked which society this was - Was a medical based society, does not know specific society name.  **Chair** stated this was a lapse on their behalf and thanked councillor for raising it. If this happened it was a mistake on Chair’s part.  **Roo Pitt,** *school convenor for PPL* – point of clarification – this is the exact reason this motion was put forward.  **Deputy Chair** suggested second round of speeches for challenge to chair.  This is waived and summation is waived. No final questions.  **Vote on the challenge to the chair:**  **Deputy Chair clarified** - 1A – accept challenge to chair, require representative for gospel society to do proposing speech and go to full debate. 2B reject challenge to chair, 3C to abstain.  **The vote was as following:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 42% | 37 | | Against | 50% | | Abstentions | 8% |   Challenge to the Chair was **not approved**.  Moved straight to vote on approving Gospel Society without proposing speech from society.  Vote on *Gospel Society* was as following:   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 66% | 39 | | Against | 3% | | Abstentions | 32% |   The society was **approved**.  **Georgina Burchell,** *Welfare, community and diversity officer*  – urban female movement society wants to move their vote up the agenda because they need to go.  Straight to vote on debating urban female movement was as following:   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 76% | 39 | | Against | 5% | | Abstentions | 18% |   Moving straight to debating urban female movement society **was approved**.  **Urban Female Movement Society**  Proposer of society invited to make speech.  **Estelle**, **Urban Female Movement Society** made proposing speech – explained what urban female movement is, society bringing together black females and people of all ethnicities and genders. Developing skills particularly of black females during university, getting involved in extra-curricular activities. Black females are minorities of minorities, currently there are not enough opportunities at university to allow platform to come together. Society gives opportunity to develop selves, in contact with black female entrepreneurs. Ripple effect on community, event with a collaborator – Natural hair event for DSD, quite successful with 25 people attending. Objective was a tester to see if it’d bring black females together who would not necessarily meet, not a society meeting individual needs. Matching people to entrepreneurs and allowing people to develop practical skills. Helping people with promotion of events, planning to do body confidence workshops, cultural workshops. Not just a society for black females but also for social inclusion. Overall aim: charitable, want to fundraising. Partnerships with schools/unis in Ghana, want to annually fundraise to send some students to university, only £400 a year in Ghana.  *No speech against*.  *Summation speech* – empowering young black women, building and developing talents, educating black women, also not just black females but socially inclusive and educating people.  **Roo Pitt,** *school convenor for PPL* – in debates opportunity to ask questions not just speaking against/for.  **Chair** asked if there were any questions.  Question from **Adam Stewart**, *Erasmus* – out of interest, how popular has this proposal been?  **Estelle,** *propose*r – started idea in September, before society process went to SU and some meetings to seek advise and gather different research of people’s opinions from different ethnicities/genders, spoke to Womanist society to best facilitate and achieve aims. From conversations and event people said they felt really inspired. Generally response is positive and people have said it could potentially could be bigger, with it perhaps not stopping at UEA and happening at all universities.  **The vote was as following:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 87 | 38 | | Against | 0 | | Abstentions | 13 |   The society **was approved**.   1. **Half-Pint**   Societies exec came to no conclusion.  No proposer. Deferred to next meeting   1. **Mahjong**   The society was deferred to the next meeting as there was no representative present.   1. **Oncology**   **Proposing speech** – exam tips, end of life care, want oncologists to come in and talk about careers/specialist topics, education and awareness aspects. Big C, Norfolk charity for cancer. Open to all students not just healthcare. Half of committee for education, half for awareness across all the university.  *Question* from **Maddie Bransfield** – is this society one of the medical societies like the respiratory one or general oncology?  *Answer* – general oncology not just medicine specifically, hoping in future to have committee members of different healthcare students not just medicine specifically, like pharmacy and nursing etc.  Summation speech is waived.  **The vote was as following:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 82 | 39 | | Against | 3 | | Abstentions | 15 |   The society was **approved**. |

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| **2382** | **Reports from SU and University Meetings** |
|  | **Roo Pitt**, *school convener for PPL* – questioned chair on 48 hour ruling for amendments.  **Chair** – timestamp on email was after deadline, was told in email it was after deadline. Ruled on this basis.  **Roo Pitt,** *school convener for PPL* - Challenge to ruling and accept amendments to motion.  Motion (Smoking at UEA) not accepted in deadline, challenge to this.  **Roo Pitt,** *school convener for PPL* - reasoning for challenging motion, although in byelaws there’s 48 hour arbitrary deadline, doesn’t see why its 7pm, should be 5pm or 9am (standard working day).  **Chair** made speech against – as a student not following standard working day and goes by timestamps on email and deadline. Bye laws explicitly state 48 hrs, no specification about working days. Deadline is 7pm according to start of this meeting. Rejected on basis they were submitted after this deadline, spoken about the deadline repeatedly and made it clear.  **Lewis Martin**, *Mature students assembly* – point of clarification, amendments to policy has to be sent to proposer  **Deputy Chair** – this is correct  **Lewis Martin** – did not receive any amendments.  **Roo Pitt,** Proposer of amendment – understanding that councillors send motions/amendments to designated member of staff in SU who forward it to relevant people, been following this process for past year and a half.  Second speech from **Roo Pitt**, *school convenor for PPL* – email stated explicitly there were extenuating circumstances for why email was sent early in the morning.  **Deputy Chair** – for future reference if there’s a future challenge to chair it’s a simple one minute proposal etc  **Chair** invited to make second against speech.  **Chair** made speech – deadline is for a reason, chair’s ruling upheld deadline, does not see why this is controversial or should be challenged. Only reason to challenge chair’s ruling is if they don’t stick to bye-laws and this is fundamentally upholding bye-laws.  Question from **Adam Stewart,** *Erasmus* – councillor did mention they included extenuating circumstances, curious in any scenario if there’d be considered in not for future reference/clarity  **Deputy Chair** – 48 hour window, chair and deputy chair held to account, job and constitutional duty is to uphold byelaws. Nothing in byelaws talk about extenuating circumstances, council welcome to propose motion to change that.  **Chair** – byelaw 2.18(?) only extenuating circumstance is if amendment is very minor, no specified element in byelaws that includes extenuating circumstances. Given no extenuating circumstance.  *Summation for speech* – asked to accept challenge as there were extenuating circumstances, would happily have discussion with chair.  Move to vote on accepting challenge to the chair:   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 14% | 36 | | Against | 56% | | Abstentions | 31% |   Challenge is rejected, chair’s ruling is upheld and amendment was **not accepted**.  **Move to report section of council.**  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.  The Chair asked if there were any reports from Union Council Representatives on University Committees. |
| **2383** | **Student Officer Committee 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. |
|  | **Reports from the Full Time Officers.**   * **Martin Marko, Postgraduate Education Officer:** * Met NBI reps on future collaboration with PGSU. * Working with PGR service on improving inductions for next year. * Working in extending PGR access to resources after thesis. * **Sophie, Campaigns and Democracy Officer:** * Go Green Week went well. * Has been meeting with university staff around Brexit preparations. * Continuing with planning for Reclaim the Night. * Planning the next Student Staff meeting. * **Jenna, Undergraduate Education Officer:** * Met with the Deputy Vice Chancellor (Academic) and started a discussion about reducing reassessment fees. * Working further on inclusive education politics with the academic director for widening participation. * Represented students at a variety of University meetings including Senate, Widening Participation committee and the Technology Enhanced Learning committee. * Met with University Executive team with the other FTOs and discussed Brexit, BAME attainment gap and the University’s next 5-year strategy. * **Georgina, Welfare, Community and Diversity Officer:** * Attended an alcohol impact NUS event in Manchester. * Planning for International Women’s Day. * Planning Reclaim the Night. * Planning University mental health day taking place on 7th March. * **Oli, Activities and Opportunities Officer:** * DSD Festival Last Week – Thanks to all that hosted an event! * Loads of society grant requests – this is great! * BUCS Nationals * Colours does Sports Night (& Sports Night re-brand) * Colour run next Saturday! If you don’t fancy running, you can throw some paint instead! * BUCS Inclusion Week is 4th-10th March * Mental Health Matter working group preparing for UMHD.   **Report from Part Time Officers:**   * **Ethical Issues - Rob:** * Students Take Action for Refugees society (STAR) has been fully set up. * Hosting an event with local schools and students on ethical volunteering overseas opportunities. * **BAME - Thai:** * BAME DSD Workshops were all brilliantly attended. * The BAME discrimination survey is still open!! Thai will be sharing it on his Facebook, please check it out when you can!! * EDICt held its first elections in SOC & will be meeting soon! * **Working with international students - Mohaned + Borja:** * Are working with Go Global team. * Held a focus group on how to bring more international food to Shop(SU). * Working to create a ‘Do Something International’ Week on the 2nd until the 9th May! * Encouraging students to run in the upcoming election. * **Colours and Fruitz - Liam + Jim:** * Colours sold out. * Fruitz is tonight.   Question from **Adam Stewart**, ERASMUS – about international section, if there was anyone they could put in contact with that team.  Borja gave answer – can contact by email |
| **2384** | **Trustee Board** |
|  | The Chair of the Trustee Board (Welfare, Community and Diversity Officer), gave a verbal report to Union Council. The officer reported that the Trustee Board had not met but Management Committee (a sub-committee of the Trustee Board) has been reviewing the structure of the staff Senior Leadership and Senior Management Teams and been doing a lot of planning for this. |
| **2385** | Reports from Representatives |
|  | The Chair invited Reports from representatives, on issues not covered elsewhere in the Agenda; that Councillors wish to draw to the attention of Union Council.  No reports given.  No questions. |

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| **Section 3** | **Open Discussion**  There is no open discussion. |
| **Section**  **4** | **Policy Making**  **First emergency motion – uea(su) response to TEF independent review consulation.**  **Proposer: Jenna Chapman (Undergraduate Education Officer)**  Jenna Chapman – please accept this as emergency motion, deadline for consulation is tomorrow, good opportunity to feed views into TEF.  **Vote on accepting this emergency motion onto agenda:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 86 | 37 | | Against | 0 | | Abstentions | 14 |   Motion is **accepted** onto agenda.  **Second emergency motion- On the money (an amendment to the bye laws)**  **Proposer: Oli Gray, Chair of Finance (Activities and Opportunities officer)**  **Seconder: Jenna chapman, Deputy Chair of Finance (Undergraduate Education officer)**  Jenna Chapman – we need to pass this for it to take place at the next Union Council, because the changes in this will impact how the next UC will run.  No speech against.  **Vote on accepting this emergency motion onto agenda:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 84 | 37 | | Against | 0 | | Abstentions | 14 |   Motion is **accepted** onto agenda.  **Third emergency motion- Striking for a future: Support the Climate Strike**  **Proposer: Lewis Martin (Mature Students Assembly)**  **Vote on accepting this emergency motion onto agenda:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 88 | 34 | | Against | 0 | | Abstentions | 12 |   Motion is **accepted** onto agenda.  **Fourth emergency motion - UEASU for a People’s Vote**  **Proposer: Sophie Atherton (Campaigns and Democracy Officer)**  **Seconder: Emma Moxon (Students with Disabilities Officer (Invisible Place)**  **Sophie Atherton,** *Campaigns and Democracy officer* – parliament split among withdrawal agreement and this motion allows us to take stance.  Speech against by **Adam Stewart**, ERASMUS - thankful to see point 4, but not too hot on general push for second referendum.  Chair points this is just a question on whether it should be on agenda.  **Move to vote on accepting this onto agenda:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 89 | **?** | | Against | 0 | | Abstentions | 11 |   Motion **accepted** on agenda.  All motions automatically put on bottom of agenda. |
| **2386** | **True accessibility is already there, we shouldn’t have to ask: Alternative text** |
|  | A motion proposed by Emilia Bugg Disabled Students Liberation Society: Open Place and seconded by Zinnia Bugg Chemistry School Convenor (page 38)  **Emilia Bugg,** *Disabled Students Liberation Society: Open Place* gave proposing speech – based on evidence from own personal research, no lecturer includes these, creating resources for BIO. When proposer is gone at the end of the year this is done everywhere not just ‘kind of’ done in BIO.  No speech against or questions.  Summation speech is waived, move to vote.  **The vote was as following:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 94 | 36 | | Against | 0 | | Abstentions | 6 |   The motion was **passed**. |
| **2387** | **We’re Bugging You: Equality and Diversity training for all Students Union Council Reps** |
|  | A motion proposed by Emilia Bugg Disabled Students Liberation Society: Open Place and seconded by Zinnia Bugg Chemistry School Convenor (page 39)  **Emilia Bugg,** *Disabled Students Liberation Society: Open Place* gave proposing speech – most union councillors not belonging to particular group, can be hard to consider these groups when planning a motion/societies/events, this happens many times in discussions. We all need equality/diversity training, we ask it from staff and need to put money where mouth is and do it ourselves. Don’t know how much you don’t know. Brief intro in union council training and understanding, to plan motions better and have genuinely accessible societies.  Question about motion from **Laura Overton-hore,** UEA polo – is that role not fulfilled by equality and diversity officer on committee? Would this be a mandatory training when taking into consideration it’s already being fulfilled or option training?  Answer - would be mandatory training unlike equality and diversity training. Aimed at when you’re planning a motion you have this information and it would also benefit societies.  Councillor asked about a potential amendment saying it should cover equality and diversity reps as well as union council reps.  Chair said we can’t, as it would be an amendment after the deadline.  Question from **Maddie Bransfield,** *Nursing*– would this training be the training already given to staff or would it be written for purpose of Union Council reps?  Answer – don't know what staff training get, would be aimed at anyone on UC not staff in general.  **Lewis Martin**, *chair of DPC* – cannot talk about staff at Union Council  Chair – because of the way the motion is worded, the motion mandates union to do something, welfare, equality and diversity officer would interpret and structure training.  Proposer gave summation speech.  **The vote was as following:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 84 | 37 | | Against | 5 | | Abstentions | 11 |   The motion was **passed**. |
| **2388** | **Advice/Housing Development Oversight Board (An Amendment to the Bye Laws)** |
|  | A motion proposed by Georgina Burchell Welfare, Community, and Diversity Officer and seconded by Sophie Atherton Campaigns and Democracy Officer (page 40)  Reminded this requires 2/3 majority to pass.  **Georgina Burchell,** *proposer* gave speech – advice on housing has development and oversight board but this board has not met. All this motion is doing is attempting to rejig bye laws to stop them doing something that doesn’t work.  No speech against.  Question from **Harry Bowen**, *non portfolio officer* – thought bars and venues were one DOBs  **Sophie Atherton,** *Campaigns and Democracy Officer* – 15 page motion proposed before xmas changed DOBs into 4  Chair checked bye-laws, change to 4 has not taken place but motion is still in order  **The vote was as following:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 84% | 38 | | Against | 0% | | Abstentions | 16% |   The motion was **passed**. |
| **2389** | **Amendment to policy 2181: Meat Free Mondays** |
|  | A motion proposed by Sophie Atherton Campaigns and Democracy Officer and seconded Rob Klim Ethical Issues Officer (page 41)  Proposing speech deferred to seconder.  **Rob Klim,** *Ethical Issues Officer*– second largest cause of green house gases is animal husbandry, this is one dimension of why we need to cut down on meat consumption. Not draconian, just deals on meat free foods on Monday in SU outlets. Meat still available. Just promoting a more ethical way of looking at things in 21st century.  Question from **Adam Stewart**, *ERASMUS* – with it being meat free Monday, would there be meat alternatives like quorn and fries?  Answer from **Rob Klim** – yes, these alternatives will be available. Will be the same food normally, just deals on meat-free stuff.  Summation speech is waived.  **The vote was as following:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 83 | 36 | | Against | 3 | | Abstentions | 14 |   The motion was **passed**. |
| **2390** | **Amendment to 2373 A Smoke-Free UEA** |
|  | A motion proposed by **Lewis Martin** Mature Student Assembly and seconded by Sophie Atherton Campaigns and Democracy Officer (page 42).  **Lewis Martin**, Mature Students Assembly made proposing speech – amendment submitted to make motion run more smoothly. Info found out after motion released it’d impact staff protocol. Asked to pass to keep motion or trustee board would remove motion more widely.  Question from **Adam Stewart**, *ERASMUS* – was not here for original motion but when it details smoke-free how expansive is that and how would that be enforced  Deferred to proposer of original motion – there were 4 areas, the title smoke-free UEA misleading in hindsight. Areas the street, square, walkway, bus stops.  **Roo Pitt,** *school convener for PPL* – procedural motion to take motion in parts.  *Chair moves to debate on procedural motion.*  **Roo Pitt,** *school convener for PPL*– remove union resolves 2 from amendment 2390.  **‘Remove from resoles 5 “a. The street. B. The square” and renumber accordingly.’**  Proposal is to remove above text from motion.  **Roo Pitt,** *school convener for PPL* gave Proposing speech – this motion was the result of 3-4 months work, consulted students at various levels and open discussion. Informed motion around recommendations. In line with recommendations uni put forward in own policy. Discussion with proposer and their assumptions about staff protocol do not add up. Do not believe this constitutes an effect to staff protocol. Removing this from motion means officers will be unable to campaign on those areas. Caveat under resolves 2 says we cannot enforce ban but signs should be erected to discourage smoking. Way around lack of security in square etc. Local authority accept certain areas like playgrounds are enforced through self policing. Will gradually see smoking reduced. Wants this part of amendment removed to progress to other amendment which is perfectly valid.  **Lewis Martin** gave speech against – staff protocol exists for a reason, by removing this the actual motion itself breaks protocol. Asked to vote down procedural motion so this can exist.  Question from **Roo Pitt** – how this would breach staff protocol.  **Lewis Martin** – this would change the remit of staff members, and because of that it breaks staff protocol. Not allowed to change remit of staff members.  **Roo Pitt** asked follow-up question – to clarify, is there evidence to suggest this will change remit of staff members or how would this change the remit?  **Lewis Martin** – would require a group of staff to police this, in order for it to be enactable. Requires them to change remit as well as other staff.  **Chair moved to vote on removing the line from motion:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 28 | 39 | | Against | 36 | | Abstentions | 36 |   Line ‘Remove from resoles 5 “a. The street. B. The square” and renumber accordingly’ **remains** in motion. Council returns to main motion itself.  Move to questions about motion.  Question – is it including e-cigarettes and vapes.  Answer – as detailed in original motion it would only include traditional tobacco. E-cigarettes is an aid to smoking cessation.  No speech against amendment.  No summation speech.  **The vote was as following:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 69 | 35 | | Against | 14 | | Abstentions | 17 |   The motion was **passed**. |
|  | **Emergency motion – uea(su) response to TEF independent review consultation**  **Jenna Chapman,** *Undergraduate Education Officer* made proposing speech – issues with TEF from how it measures teaching by graduate salaries, reflected in current policy. Still in pilot phase. Independent review on effectiveness. Motion is to submit official response to consultation to express review of TEF.  No questions, speech against or summation speech.  **The vote was as following:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 83 | 36 | | Against | 0 | | Abstentions | 17 |   The motion was **passed**. |
|  | **Emergency motion- on the money (an amendment to the byelaws)**  Deferred to seconder for proposing speech.  Question from online attendee, read out by staff – could the councillors be reminded to speak as clearly and slowly as possibly so councillor can follow online.  **Jenna Chapman,** *Undergraduate Education Officer*made proposing speech – the motion is to make sure we can oversee SU finances in way that is realistic/easy to understand. Asked council to vote on motion to make it more transparent and easier to engage with.  No questions, no speech against.    No summation speech.  **The vote was as following:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 92 | 37 | | Against | 0 | | Abstentions | 8 |   The motion was **passed**. |
|  | **Emergency motion- Striking for a future: Support the climate strike.**  **Lewis Martin** made proposing speech – clarified secondor is Rob Klim, forgot to put it there. It is not a motion designed to encourage kids to skip school but take direct action surrounding their future. Climate change will kill us if we don’t do anything. Direct action is needed. Allows SU to support members and local communities taking part in climate strikes. Mandates support for events.  Question from **Adam Stewart**, *ERASMUS* – does this apply to outside of the student body, faculties etc  **Lewis Martin** – Yes  Summation speech is waived.  **The vote was as following:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 84 | 38 | | Against | 8 | | Abstentions | 8 |   The motion was **passed**. |
|  | **Emergency motion- UEA(su) for a People’s Vote**  **Sophie Atherton,** *Campaigns and Democracy Officer* made proposing speech – there have been significant changes since original referendum in 2016. UEA has a diverse community and it is important students feel welcome. Recently the government has become split. Motion is asking SU to support people’s vote and attend march.  **Adam Stewart**, *ERASMUS* asked questions – in terms of this being a decision supported by 2/3 of students, wants to know where this statistic came from. Secondly, majority of concerns over a people’s vote are not coming from European people.  Chair – statistic is cited in independent article from poll of NUS students. Second question is less of a question but an opinion of the president.  **Adam Stewart** – have specifically EU and Erasmus students been consulted on this action?  Answer from **Sophie Atherton** – as this is an emergency motion, personally they have not had time to talk to EU/ERASMUS students. Imagines since referendum there’s been lots of consultation with students.  **James Willcock**, *Assassins* - asked for procedural motion to take this in parts.  **Procedural motion to remove resolves 1: To mandate the SU to call for a people’s vote on the terms of the Brexit deal through a People’s Vote.**  **James Willcock**, *Assassins* made proposing speech – committee members came to them with concerns of SU taking a solid stand on very divisive issues. Low levels of discrimination based on political beliefs. SU taking political stance on this could cause problems for students who already feel alienated and ostracized for their beliefs. Students who wish to attend march should be supported but SU should not take official position. Students should take opportunity to support it themselves without pushing it on them.  **Sophie Atherton,** *Campaigns and Democracy officer* made speech against – resolves says what it says on the tin, will support a people’s vote. Supports the motion.  **Adam Stewart** makes second speech in favour of procedural motion – sees where councillor is coming from. Has seen in other societies a lot of people feel the one-sided stance the union has taken has left them feeling left outside community.  **Sophie Atherton** – line does not support remain campaign, but second people’s vote.  **James Willcock** made summation speech – members of their committee had concerns over this, felt their views might be thrown under the bus. Felt like the SU itself does not represent them in many ways because of passing motions like this. Asked Countil to take it out.  **Vote on removing resolves 1 from the motion:**   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 47 | 36 | | Against | 39 | | Abstentions | 14 |   Line is **retained** in motion.  *Return to motion as a whole.*  **Roo Pitt,** *school convener for PPL* – as school convener for Politics as one strand they represent, the points of view of previous councillors taking this motion to parts are extremely valid. Students have approached before on the one-sided nature of teaching. Students at UEA have different views which generates healthy debate in seminars and chambers such as UC. Keeping resolves 1 makes motion problematic in alienating students who feel views are underrepresented in university.  Chair offers summation to proposer.  **Sophie Atherton** makes proposing speech – welcomes all different points of view in student body, important we give voice to students it will affect. If we cannot campaign for something so fundamentally important what’s the point of us being here, we should have views like this.  The vote was as following:   |  |  |  | | --- | --- | --- | | **Options** | **% Vote** | **Total** | | For | 64 | 36 | | Against | 11 | | Abstentions | 25 |   The motion is **passed**. |
| **2375** | The Chair noted that the next meeting would be at 7pm on Thursday 09 May 2019 in Lecture Theatre 2. |



**Oli Gray Activities**

**Main Priorities/ Manifesto**

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| **Priority** | **Description and Update** | **Progress** |  |
| Keep Wednesday afternoons free | This allows club members to attend more BUCS fixtures and training, with a wider scope of reducing lectures late into the evening. I haven’t made as much progress on this as I’ve been prioritising the other campaigns, but is something I aim to focus more on as the university begins to make plans for the 2019-2020 academic year.  Update: I’m meeting with the Director of Student & Academic Services and the Director of Sport & Commercial services to discuss adjusting UEA’s policy of finishing lectures from 2pm to 1pm on Wednesdays, as many fixtures commence at 2pm so the current policy is not fit for purpose. We’re also collating data from competitors to determine how much of a barrier this is to participating in sports in general for non competing students.  UPDATE: A new timetable slotting system is being considered for next year in which the Wednesday ‘lunchtime’ slot finishes at 1pm rather than 2pm, this should alleviate a lot of issues faced by BUCS competitors. A new web page is also being developed for the SU website making it clear how competitors should approach their lecturers if they need to miss any contact time. |  |  |
| Mental Health in Sport | We had a fantastic response from sports clubs to the #UEATeamTalk campaign on World Mental Health day back in October, showing that it’s okay to talk, and that sports teams are one of the best forms of support network whilst at university. The ‘chill out & smash it out sessions’ are continuing this year: of the 11 universities granted BUCS funding to promote mental health with sport, UEA consistently ranks highest in turnout.  Update: This semester I’m launching the Navigate Norfolk programme in partnership with UEA+Sport (this is the dog walking thing! – there’s also social bike rides and day trips available). It’s funded by BUCS and Sport England so most sessions come at no cost to students!  UPDATE: As we approach exams I’ll be focusing on promoting low commitment de-stress activities available from both uea(su) and UEA Sport. Over the next few weeks I’ll be rolling out the BUCS #DoesYouGood campaign which promotes doing small amounts of exercise during the exam season to promote wellbeing. Sports clubs have also been given training on how to promote this on social media and have been doing an awesome job – special shout out to Frisbee |  |  |
| Great value opportunities | This year we’ve made it easier for Erasmus students to purchase half semester Sports Association Memberships, which makes sports clubs more accessible to students from abroad. I’m also looking to implement some society guidelines so students know what to expect from joining a society, with the aim of reducing the amount of refunds requested.  Update: Now we’re in the new year, one-semester Sports Association Memberships are available for £30. They’re available to any student who hasn’t already bought SAM, not just Erasmus students.  UPDATE: I’ve continued to lobby the university to keep the cost of SAM at £50 rather than increasing it, despite the increasing deficit of the sports department which is written off by the university. The sports exec continue to work with clubs and UEA Sport to make the cost of sport more transparent – an example of this being the posters used at sports fayre explaining where the money from SAM goes. |  |  |

**Policy Updates**

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| **Policy Number and Title** | **Description and Update** | **Progress** |  |
| 1774 Student Opportunities for all: tackling barriers | This policy mandates me to widen participation from disadvantaged groups facing barriers to opportunities. Though this is ongoing, the Do Something Different project (which includes a number of widening participation objectives) had record turnout during the fresher’s period, with 3740 attendees at sport taster sessions alone. This is a fantastic achievement and a real credit to all our club and society committees for their hard work. The growth in DSD shows a greater demand for free, student led events which shows there is still work to do around tackling cost as a barrier to student opportunities.  Update: The Do Something Different programme continues to grow, with a record number of student groups engaging during the refreshers period. We’re also now emcompasing the UEActive sessions, Chill Out & Smash it Out sessions, and the new Navigate Norfolk project into the DSD calendar to make it as easy as possible for students to access our opportunities programme.  UPDATE: The work mentioned above continues and the direction from the Student Sport & Physical Activity Committee (SSPAC) is to increase the amount of ‘low commitment’ sports on offer to help engage hard to reach students (eg mature, commuting, healthcare students). If you have any question about this (or anything raised in this report!) please do email me at [o.gray@uea.ac.uk](mailto:o.gray@uea.ac.uk) or pop into the SU office. |  |  |
| 2148 Transition at UEA | This policy mandates me to explore the potential for a ‘week zero’, eg a week allowing students to *transition* into university without any lectures, seminars or academic contact time. For opportunities, this means more students will have time to attend the sports/societies fayres, and various introductory events put on by the SU during welcome week. (I’m really not convinced that anyone reads this report so if you’re reading this let me know and I’ll buy you a beer). Though this is a long term project, I’m making good progress and working with UEA’s new Chief Operating Officer on this and reporting to the Student Experience Committee. More and more university management seem to be on board with this which is fantastic!  Update: I’ve been a part of the university’s ‘Welcome Week’ working group which pitched the concept of a Week Zero to the university’s executive team last year. The presentation was successful and we’re now into the next stage of the planning process, with the view to introduce a transition week in the 2020 academic year.  UPDATE: The university have fully committed to introducing a week zero from 2020, and the Vice Chancellor is incredibly passionate about this. My focus now is to make sure that students and student voice is at the centre of Welcome week. There’s also a range of names being used for this: transition week, freshers week, welcome week and week zero – I personally prefer welcome week but if you feel strongly about any of these, or if you’d like to be involved in the planning process in some way, please do let me know. |  |  |
| 2251 Sport for all | This policy mandates me to continue the work of previous Activities Officers in making sport at UEA as inclusive as possible. Up until last year, this was more of an optional issue to tackle, meaning it was the focus of a lot of election campaigning. This new policy means that working on inclusive sport is now part of the job. In the 2018-2019 academic year, I’ll continue to work on the #TakeAStand campaign, which tackles racism, sexism, LGBTphobia, substance abuse, crowd behaviours, disability discrimination, initiations, and cultural appropriation in sport. Take A Stand is a long term project meaning it’s never ‘finished’ as there’s always work to do. During freshers, I distributed rainbow laces to all our athletes and used this to begin conversations on what the campaign is about and what they can do to get involved.  Update: Last semester all clubs were absolutely fantastic at engaging in the Take A Stand campaign. I’m continuing to promote inclusivity in sport this semester with our annual Colours Does Sportsnight in collaboration with UEA Pride, as well as pinning up our signed take a stand charter, and engaging with other BUCS organised campaigns in February.  UPDATE: The take a stand banner is finally up in the hive / Sportspark, showing that our club presidents are committed to making their clubs inclusive. This year, with the help of the sports exec, we’ve gone a step further and given each club the opportunity to choose their own strand of inclusion to focus on. This has been hugely successful and is something the exec are keen to build into the annual cycle of business. |  |  |

**Other Business of Note**

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| **Business** | **Description and Update** | **Progress** |
| Mental Health Matters Campaign | As well as working on improving mental health in sport, I’m leading this year’s priority campaign on mental health. We’ve set up a working group to plan the campaign, if you’d like to be involved please email [o.gray@uea.ac.uk](mailto:o.gray@uea.ac.uk) |  |
| Arrivals period | Part of my job is to work with the university to plan arrivals / freshers week to make it the best it can be. This year’s freshers has been a success with loads of events selling out and our highest ever turnout at taster sessions. There’s always room to improve so if you have any foodback please get in contact with me! |  |
| Derby Day | **We won!** Huge well done to all our teams and a massive thank you to all volunteers, reporters and staff for making it an awesome day to remember. |  |

Georgina Burchell: Welfare, Community, and Diversity Officer

Main Priorities/ Manifesto

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| **Priority** | **Description and Update** | **Progress** |
| Wellbeing for students | I have added a ‘wellbeing’ section to the DSD events page and started to encourage anyone who’s event could help with wellbeing to add the event to the page – I am especially keen to encourage university departments to include any events they are running here. I worked with SSS to appoint a new head of wellbeing. I am working with Oli Gray on the Mental Health Matters priority campaign. We are currently promoting Movember – a campaign to enourage awareness of mens mental health. We have run a number of events aimed at promoting wellbeing, raising awareness of mental health, and getting students talking to eachother such as the ‘Brew Monday’ event. I am constantly examining SSS waiting times and asking what we can do to decrease these.  I hope to run an exam stress kit campaign.  I am on the vice chancellors mental health working group which is working to make big changes to mental health provision across campus. |  |
| Your Home from Home (formerly Homes not houses) | I recently met with Paul Bailey to discuss what we wanted form university accommodation this year – we discussed rent setting, room allocation and catered accommodation. I ran the first ‘Your home from home’ campaign working group where we discussed on and off campus housing issues. This campaign group will be working with Welfare committee to promote safety for students walking home in the dark. We are currently investigating a rate your landlord scheme and are promoting the relaunch of the good neighbour scheme.  We have consulted the Student Officer Committee on the accommodation rent setting process and come up with a plan of action as to how to proceed in this process.  We are currently looking at different accommodation options including considerate living flats and alcohol free accommodation. We are also looking into the diversity of accommodation. |  |
| Canging the culture (Never OK) | Appointed a new changing the culture/ dsd project manager at the university who can help up pick up momentum with the project again and expand the reach of changing the culture to tackle discrimination. We have also introduced a Never Ok/ alcohol impact team to LCR clubnights and placed stickers on the back of toilet doors. This team will be there for students who are not having a ‘good night out’ whether they want to make a NeverOk report or not and will be able to take them to a safe space in the hive. We will be attending the first changing the culture meeting of the year within the university so we were preparing for that last week. We brought the work we are doing in collaboration with students on Decolonising the curriculum to the chaging the culture strategy group. I am working with a staff member to restructure to ensure these groups are as successful as possible. |  |
| Sexual health and relationships | I launched the Sexperience campaign on the 14th November. This campaign aims to tackle the stigma around sexual health and relationship advice.  This term we have been working on the information available to students on the website. |  |
| Nightline space | Nightline have a new permentant office space confirmed for next year! |  |
| Welfare Committee | Winter warmer campaign. I have spoken to the police and will be putting on an event to hand out different supplies for students in the dark. We helped with Christmas day on campus providing small (non-christmas themed) gifts for free to students in Unio. We also contributed half of the budget along with PGC to giving free Unio drinks to students on campus on Christmas day. |  |
| Movember | I am on the movember working group which is aiming to raise awareness around mens mental health through promoting the movember campaign. Movember was a huge success raising £7000. |  |
| Alcohol Impact | We also had a meeting to review the alcohol impact/ Never Ok team after the first couple of LCR nights they attended. We are in discussion with researchers from across the university about how they can help with alcohol impact. |  |
| Faith Centre/Islamic Prayer Space | I am on the Islamic prayer facility working group and have been attending these meetings regularally. Working towards a new prayer space for all faith groups.  We also recently appointed a new Islamic chaplain who will be able to sit on the working group and provide spiritual support for Islamic students. |  |
| Decolonising the curriculum | I have been attending the decolonising the curriculum working groups and taking this work forward to the Changing the culture group. This week I attended a half day session on tackling the BAME attainment gap which was very productive and produced a number of tangible action points. |  |

Policy Updates

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| **Policy Number and Title** | **Description and Update** | **Progress** |
| 2043 Safe Student Sex | This policy mandates me to offer free sexual health workshops, to support sexpression in their outreach work and collaborate with them on future events discussing safer sex. I am currently launching a new sexual health and relationships campaign aiming to break down the stigma around sexual health and relationship advice. I am working with advice and student groups such as sexpression on this campaign. As part of this we will be running sexual health workshops to educate students and promote the discussion of sexual health and healthy relationships on campus. |  |
| 2197 Study Space for All | I met with the library to discuss how we could make it more inclusive. I discussed the possibility of making booths soundproof, hosting library tours which were inclusive and enabled students with ASD to feel comfortable in the library. |  |
| 2062 Bookworms at UEA | I am continuing to support and facilitate the use of the bookshelf upstairs in the student union. |  |
| 1740 A Transgender and Non-Binary Students Policy for UEA | I have been in consultation with different services around UEA to provide accessible gender neutral toilets. |  |
| 1880 Reclaim the night in norwich | I am continuing to try and make the city safer for students by supporting the use of Never Ok in our venues and those in the city and working with SSS to consider the implementation of a new reporting tool. This term I will be working with SOC to arrange or join a reclaim the night march. |  |
| Smoking policy | I have met with Sophie, Campaigns and Democracy officer this week to start work on this newly passed policy |  |

Other Business of Note

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| **Business** | **Description and Update** | **Progress** |
| Chair of Trustess | The Chair of Trustees is always one of the Full Time Officers. I took over this position in July, following on from India. This role helps to provide strategic direction to benefit the Union as a whole. We are currently working to recruit a new CEO of the SU. |  |
| Welfare Committee | The students’ union’s welfare committee met and ran a winter warmer campaign, funding events for students on campus on Christmas day. |  |
| Equality and diversity committee | The universitys equality and diversity committee met. There were very positive conversations about gender neutral toilets and transitioning at uea. |  |
| University wellbeing strategy | I am on the university wellbeing strategy group working on their 3 strand approach to wellbeing including mental health, physical health and spiritual wellbeing. |  |
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Jenna Chapman: Undergraduate Education Officer

Main Priorities/ Manifesto

(Updates in purple)

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| Priority | Description and Update | Progress |
| Access to all compulsory reading materials | The University and Library have run a new online reading list system called ‘Talis’ which is embeded into blackboard and is how the library knows which books and dvds they need to purchase (this may be in the form of e-books due to limited space in the library.) Academics have to set this up on all modules however this is not yet at 100%. I have been working with the library to ensure all academics will do this in the next year to ensure students can access these at a minimal cost. More work is now being done to increase the number of online reading lists. We have also worked with AMA to review their reading lists and the cost to students and whether the school could hold some copies |  |
| More study space  WIN | In the various meetings I’ve been in, it is apparent that lack of space is a huge issue for everyone at the university, however in all new building developments I am ensuring study space for UGs is prioritised, with a focus being on social & group study spaces (similar to unio). We are continuing to raise the issue of suitable teaching space with the university and putting pressure on them to ensure an increase in student numbers does not impact on teaching. We will also be working with estates again this year to put up the pop up revision spaces. The university has confirmed they will be increasing the number of study spaces on one of the floors in the library for next year |  |
| More plug sockets in library | 170 new sockets were added in the library over the Summer, and temporary charging stations were also added on floor 1. The library has been eager to listen to students feedback and plans to add more over the coming year. |  |
| Public module feedback | Due to potential changes in the way students will feedback on modules, this has been on hold, however I will be raising this at my next meeting with the head of the LTS so students can be better informed when chosing their modules. I hope to include the module outline at the point of module choice with a section of how the module has changed based on students previous feedback |  |
| Improve Hub service quality | This requires further research into wider student experiences of the hubs. I have been learning more about how the hubs work and the processes behind them and will work with the university to see where improvements can be made |  |
| Lecture capture (recorded lectures)  WIN | I have raised the question of of a University wide lecture capture system in the majority of meetings and the benefits it would have for a wide range of students. There are a number of academics who are against the idea, so I will be launching a campaign soon to increase the student voice and help show the benefits to the university. I have also been meeting with various people around the university to get an update on whether this will go ahead and also wrote a blog around the benefits to students. I have been working with the university to make sure there is support for it and a university wide system should start to be in place. I am on the project board and the university is out for tender, due to the scale of the project, it is looking like there will be a roll out across the next academic year with full implementation in 2020 |  |
| Mental health first aid training for academics/advisors  WIN | I have met with the Academic director for taught programmes to discuss the University providing mental health first aid training for all academics – specifically senior advisors. I have met with various departments to discuss how a university wide approach might be implemented and will be presenting a paper to the exec team at the end of this semester for this to be put in place. The university has confirmed the funding for 3 new members of staff to run and deliver this training to all academics, then also for support staff. I will be writing a blog about this soon with more information |  |
| Student rights post brexit | I have been talking to the university to ensure they have plans in place for EU students as well as students on years abroad in the case of a no deal. I’ve signed a letter from various SUs regarding support for erasmus programme and have also done a blog with relevant information. After the news that the government will be charging EU students international student fees, I will be working with the national campaign to preven this from happening |  |
| Accessibility of buildings | I will be working to make sure all future building developments are accessible and identify where improvements can be made now. |  |
| More space between exams and assessments | This is something that will require more research to make a case to the university as to the effect ‘bunching’ of assessments has on the ability of students to complete their best work. I have raised this issue with the University, however on a University wide scale they do not want to make changes by having more space, but instead want to look at reducing the number of assignments and taking a synoptic approach. I have stated that we oppose 100% assessments but reduction of summatives in some areas may be worthwhile. |  |
| New induction week, ‘week 0’  WIN | A project group in the university presented to the exec team a proposal of what a better induction week might look like and we're waiting for a response from that. Depending on outcome, I will push for a better organised induction process for new students. This has been approved for the 2020 intake and will be a fantastic opportunity for students to settle in and have more time to adjust to uni life. We will be working closely with students and the university to ensure it is a week that students are guarenteed to enjoy |  |
| UG kitchen area/facilities  WIN | A microwave has been added to Unio for all students to use |  |
| Student hall allocation review  WIN | I will be talking to the other officers whose remit this falls under to raise the question as to if the university can look into this. For example, some other university’s have alcohol free flats, non-first year flats and quiet flats. This has been raised with the university and is being looked into. |  |
| No lectures past 6pm | I have stressed the importance of this in various meetings, however with student numbers set to increase and the little space there already is, the staff responsible for timetabling currently have to schedule some sessions after 6pm and so is part of a larger problem. |  |
| Keeping Wednesday afternoons free | The university has said that Wednesday afternoons are free of teaching time except where the teaching is optional or is a repeat of a teaching session. Please let me know if this is not the case. |  |
| Inclusive teaching  WIN | This is work that was started by the previous education officer with the widening participation team and I have continued to work on to make sure the university is accessible to all students. I have met with the Director of Widening Participation to discuss a potential future policy around inclusive teaching. The first education campaign group met the other day to discuss areas we’d like to focus on and start planning the campaign. I have spent a lot of time making sure that the university will become more inclusive with regards to curriculum, assessment, pedagogy and environment and have been making sure that any plans and changes will be implemented effectively. I also have monthly meetings with the academic director for widening participation and will be discussing these further. We now have 4 inclusive education policies for UEA informed by student feedback and are now working on the implementation plan for these |  |
| BAME attainment gap | The university is actively trying to reduce the BAME attainment gap at UEA and we now have a better idea of where some schools have bigger gaps than others. I have attended the decolonising the curriculum campaign working group and we have also started working directly with schools. I have also spoken to the exec team about making this a priority in their strategic plan The university has now made tackling the BAME attainment gap a priority and along with BAME representatives we attending a planning day for implementable actions the university can make this week |  |
| Supporting course reps | I have met with many of the student partnership officers over the summer to discuss what has gone well/what could improve. We have trained our convenors and over 100 course reps so far. I’ve also begun some work around making the course rep system as visible as possible so all students can know who their rep is. I’ve met with the university to discuss how they have been promoting the elections and supporting their reps.  We have run further course rep training and with the education committee will be running a campaign to increase visibility. We’ve run a guide to making uea wonderful campaign, gathering feedback from over 150 students and promoting the role course reps do, as well as encouraging nominations |  |
| Increasing transparency around course costs | Whilst not on my manifesto, this has become a priority of mine this year as various students have raised issues with the lack of transparency around costs already. I will be working with the university to ensure costs are reported on both a modular and course level at the point of module choice (within the module outline). I have asked the university to improve transparency around costs as well as asking questions around the justification of reassessment fees as this is something other Unis don’t have. I wrote and took a paper to student experience committee asking the university to consider removing reassessment fees, introducing a printing allowance and to cover DBS checks. I will then be taking this to ET Finance |  |

Policy Updates

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| **Policy Number and Title** | **Description and Update** | **Progress** |
| 2148 Transition at UEA | See Induction week above |  |
| 1992 Assessment and Feedback | Policy was passed at the end of academic year so students can request to see their exam scripts and meet with the module organiser. More info can be found here: <https://portal.uea.ac.uk/learning-and-teaching/students/results-compensation-regulations/results-and-reassessment>  This isn’t however individualised feedback.  Based on the policy from a couple of years ago, the university tried a pilot around providing individualised feedback however decided against this. The final report is here: <https://portal.uea.ac.uk/documents/6207125/26812598/ltc17d133+individulaised+examination+feedback+pilots.pdf/e35e0426-bef7-bc90-a896-9fdbd6612198> |  |
| 1772 Recorded lectures and the use of technology | See Lecture Capture above |  |
| 2150 Academic Support at UEA | See academic training above |  |
| 1951 Market Reforms in Higher Education | UEA have been accepted to participate in subject level TEF and I’ve therefore agreed to be named as the student union representative to ensure the overall submission is a fair and accurate representation of the University and to be able to hold the University to account. With the Education subcommittee, we have discussed our involvement and the potential to campaign against TEF in line with policy. I have participated in various focus groups and feedback sessions with the independent review and OFS providing feedback in line with policy |  |
| 2272: Library Book Loans | Whilst the specific resolves were not possible with the university, the number of books students can borrow have all increased and students now have automatic unlimited renewals |  |

Other Business of Note

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| --- | --- |
| Freshers week | Presented induction talks to new students and attend academic socials and some of the night time events to increase understanding of the SU and our aims |
| Southern SU’s | Met with other student union officers to share ideas and find out what works well in other SU’s |
| CEO recruitment | After 50 applications and 2 interview days, we have appointed Toby Cunningham as CEO! |
| Appointments & HR committee | As chair of AHRC, we met over the summer to work on the CEO recruitment process as well as recruitment for new external trustees. We met informally to introduce new members to the committee and how it will work over the year, |
| People’s Vote march | I attended the people’s march on Saturday with a large group of students which was hugely successful with around 700,000 people attending overall |
| NUS Zones | We attended NUS zones where we had the opportunity to start contributing to National HE policies and to meet with other sabbatical officers to discuss further collaboration and to find out the campaigns other unis do. |
| Wonkfest | I have attended and learnt about the various developments in HE to be aware of that may lead to changes for students. |
| External trustee recruitment | We have appointed 3 external trustees this year |
| Education Subcommittee | Education subcommittee has met twice and discussed TEF and lecture capture |
| Teaching excellence (&student outcomes) framework | TEF is a priority for the University and so I have been have been working with the University to shape how students can meaningfully input to it to lead to improvements of the student experience. I have began to look through the universities submission to ensure it’s an accurate representation of what they do. I will be filling in the consultation that is out for the independent review of TEF |
| Meeting with VC and university executive team | We met with the Executive team of the university to discuss the SUs partnership with the university and show what we offer as an SU |

Sophie Atherton: Campaigns and Democracy Officer

Main Priorities/ Manifesto

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| **Priority** | **Description and Update** | **Progress** | |
| Democratic Reform- SOC Subcommittees, Liberation Assemblies and Societies, Union Council | I am looking at a Democracy Review to improve our structures as they work for the minority of stuudents. Focus groups have been organised to establish a clear understanding of what students perceive our democratic processes to look like. I have visited other Student Unions who have done interesting things with their democratic structures to gather data on what could potentially work well for UEASU.  This review will look at our structures: Subcommittees, Liberation assemblies, Union Council… on how they can be improved.  Our first democracy day took place on the 27th to gain insight on what the values of our democratic structure should reflect. The next one is taking place on the 15th June, 11pm-3pm. If you are interested in attending, please drop me an email at s.atherton@uea.ac.uk |  | |
| Costs on Campus- Your Money Counts priority campaign | Circuit Laundry costs are expensive, unreliable and break too regularly- I am working on reducing these prices and improving the service, through putting a paper together to suggest a pre-paid card for students who live on campus. The priority campaign featured laundry costs, accommodation costs and hidden course costs. The launch was successful with 140+ interactions with students. A paper on costs on campus was produced that I took to the Student Experience Committee which had positive reception from university staff which has opened discussion around how the university understand the financial concersn that students face.  I’m working on a campaign launch regarding on campus rents to lobby the university to rethink their strategy and approach to rents. If you would like to get involved, please email s.atherton@uea.ac.uk. |  |  |
| Catering | Since the changeover to Shop(su) in association with Spar, I have ensured that our prices and variety of food are what students want and need. I have ensured that our meal deal and various offers are still available. I meet with staff of the Shop(su) regularly to ensure that student needs are met. We have reintroduced the NUS extra/ Totum card discount as a direct result of student feedback. I’m working with the international subcommittee to formulate ideas of what they would like to see in the shop. |  | |
| Local Elections and Hustings | In May, all 39 seats will be up for by-election due to changing of the boarders. I am working on how to encourage students to register to vote- there will be stalls in the hive. I have met with a member of the County Council who I will be working with up until the elections to ensure that students at UEA are registered. There have been stalls in the hive that took place on the 30th October and 13th November which registered 60-70 students. The hustings took place on the 28th March and voting will take place on the 2nd May. |  | |
| Accomodation | Over the last few months, I have met with the Head of Accomodation to discuss the costs and allocation of accommodation. The Welfare, Community and Diversity and I are meeting on a regular basis to ensure that accommodation meets criteria which is important for students. In early December, we attended rent setting meetings which looked at both short term and long term plans to ensure that costs will be fair for the incoming students that will live in campus accommodation. Additionally, I am working with members of the Ethics and Environment Subcommittee to ensure that Green Flats succeed for the academic year 2019/20. I have been informed that if the process of allocation works, the university will look into other options of non-random allocation. The Welfare, Community, and Diversity and I are currently trying to encourage the university to think differently about their approach to rent increases and continue to meeting with the Head of Accomodation and the Head of Sport and Commercial Services regarding this. We have organised focus groups to look at different types of accommodation: alcohol free, considerate living, green flats… In addition, we have Quality Conversations over the next couple of weeks to gain feedback on accommodation. I am waiting to hear back from UEA staff in regards to the potential of implementing these accommodation types for 2019/20 |  | |
| Sustainability | I sit on the Ethics and Environment Subcommittee as part of my officer role. Within this committee, I will ensure that sustainability is focused on in the SU. I also sit on the Sustainability Board with the Environment officer for UEA. The first Ethics and Environment Subcommittee met last week with a successful turnout with intentions of planning a Go Green Week in February. Our Coffee Shop, Unio, has recently introduced plant based keep cups which will encourage students and staff to use a reusable cup with a 20p discount. I am working to see where we could go further with reusable cups. I have met with staff to discuss the opportunity to create a cup bank in Unio and we collaborated during Go Green Week. |  |  |
| Go Green Week- 11th- 15th February | I am working to create a Go Green Week with a variety of events with students and other officers. There is a clothes swish event, a Go Green Week Fayre and videos that will go live during the week to create a greater awareness. If you are interested in being involved or have a way of getting your society involved, please get in touch: s.atherton@uea.ac.uk |  | |
| Health Science Student Experience- transport and parking costs | Since being elected I wanted to make sure that the student experience for health science students is the same as other students campus wide. I have been able to introduce free park and ride costs for health science students who require transport to the NNUH. With the support from Para Soc, I am happy to announce that parking costs for first year paramedic science students have been removed. I have succeeded in eradicating parking costs for paramedic science first year students. I am working with the President at ARU to take a motion to Conference to lobby the return of health science bursaries that have been removed. I have written letters to ministers. |  |  |
| Nightline Space | I’m the full time officer who sits on the Space Management and Planning Group, I am working with university staff and the Nightline committee to ensure that they have space for 2019/2020 onwards. They have now secured space for the next academic year. |  | |

Policy Updates

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| **Policy Number and Title** | **Description and Update** | **Progress** |
| 2242 Dismantling Endorsement Culture | Since the passing of this motion, a consultation has taken place and a motion suggesting substantial electoral, bye law and trustee board changes is being proposed. |  |
| 1755 Food Waste | This was raised at the Ethics and Environment Subcommittee to ensure that we are still meeting the resolves with the new shop in association with spar. |  |
| 1636 Vegans Need Food Too | This was raised at the Ethics and Environment Subcommittee to ensure that we are still meeting the resolves with the new shop in association with spar. |  |
| 2248 UEASU must recognise Holocaust Memorial Day and support Jewish students | I am working with JSoc to ensure that Holocaust Memorial Day is commemorated on the 27th January 2019. There was a survivor’s testimony on the 6th February followed by a service. |  |
| Policy lapse for academic year 2016/17 | Policy lapse was successfully carried out on the 29th November 2018. |  |
| 2373 A Smoke-Free UEA | I’m meeting with the Welfare, Community and Diversity Officer to discuss our actions going forward in order to implement this policy. |  |
| 2374 A generation of lifesavers | I’m in the process of setting up meetings with key university staff to reevaluate AEDs and the teaching of BLS. |  |
| 1880 Reclaim the Night | Reclaim the Night took place on the 21st March |  |

Other Business of Note

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| **Business** | **Description and Update** | **Progress** |
| Fresher Events | I attended daytime and evening events that the SU put on during Welcome Week to meet and chat to students. |  |
| Induction Talks | I attended induction talks and talking to students about what the SU does for them and how they can get involved. |  |
| NUS Zones | I attended the NUS Zones event the week commencing the 22nd October. |  |
| People’s Vote March | In October, I encouraged students to attend People’s Vote March which I also attended which saw 700000 march to support a 2nd referendum on the final deal before leaving the EU. We offered students reimbursement for the march on the 23rd March. |  |
| Southern SUs | Attended Southern SUs at Southampton Solent (October), Surrey (February), and Essex (April) to meet other student union officers to share ideas and find out what works well in other SUs |  |
| Wonkfest | I attended Wonkfest on the 5th and 6th November. |  |
| Unconscious Bias Training | As a member of University Council, I was invited and have attended Unconscious Bias Training in mid November. |  |
| Lessons From Auschwitz | I will be attending Lessons from Auschwitz, which has been organised by the National Union of Jewish Students. |  |
| Aurora Conference- Antwerp | I will be attending the Aurora Conference on the 28th – 30th November, which is a group of European Universities which work together to work on key issues, despite the impending uncertainty around Brexit. |  |
| Student Staff Meeting | On the 3rd December, I organised the student staff meeting with the Activities and Opportunities Officer to inform them on our finances and gauge feedback on union culture. |  |
| Away Day with the Bars team | On 7th January, I went on an away day with the bars team to look at strategy. |  |
| Residential | On the 7th – 9th January, I went away on a residential with staff to reflect on my role, look at training and at strategy. |  |
| EDGE Conference | On the 2nd February, the SU will be hosting the 3rd EDGE conference which aims to empower and upskill students. |  |
| NUS Convention | On the 26th – 27th March, I attended NUS Convention which involved workshops on the commercial services and support provided from NUS. We received our Best Bar None award at Convention. |  |
| Local Election Hustings | On the 28th March, city councillor candidates attended a hustings so that students could be more informed about who to vote for on the 2nd May. |  |
| NUS Conference | On the 8th – 11th April, NUS National Conference took place which included reforms to ensure that the national union would continue to its’ 100th birthday, elections of the next VPs and President as well as policy that the organisation will work on for the next 2 years. |  |
| SU Democracy Tour | I attended 7 different unions (ARU, Leicester, DMU, Nottingham, Sheffield and Sheffield Hallam) to gather learnings of their democratic structures which will heavily influence the changes to our democracy I plan to make over the next year. |  |
| Democracy Day Part 1 | The 27th April saw the first of two democracy day’s this year which fed into discussions around reviewing and reforming our current structures. |  |
| Student Staff Meeting | There is another student staff meeting planned for the 15th April |  |
| Aurora Conference- Grenoble Alpes | I will be attending the Aurora Conference on the 26th – 29th May, which is a group of European Universities which work together to work on key issues, despite the impending uncertainty around Brexit. |  |

**Postgraduate Education Officer: Martin Marko**

**Manifesto**

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| **Priority** | **Update** | **Progress** |
| Accommodation | Proposed refurbishment is too slow and currently inadequate: further enquiry submitted; planning a potential campaign. Exploring future accommodation arrangements in relation to week 0 introduction, changing dissertation deadlines and submission requirements, increased placement provision and specific accommodation options, considering value for money. Exploring role and performance of wardens for enhancing student community and improving wellbeing. |  |
| Activities & Events | Student Transformation Weekend opened-up to potential PG leaders and key union events promoted to PG students. Highest turnout recorded at non-academic events. First PG education conference held and funding for future conferences to be explored. Initial inductions meeting with PGR Service to improve provision for new arrivals; potentially to secure internal inductions budget. Exploring potential support for Bitesize Seminar Series and PhD Network Group, in collaboration with Doctoral College. |  |
| Employability & Enterprise | Placements identified as a priority by Career Central. SU recruitment planning group meeting in December. SU recruitment meeting follow-ups, to improve SU recruitment process and available opportunities for PGs. Creation of student job opportunities on campus raised with UEA as a priority. UEA joined the voluntary Living Wage scheme in effect from 1 April 2019. Input into Employability Strategy to be provided in June. |  |
| Food | SU procurement policy to undergo comprehensive review, improving procurement across SU outlets, shop, events, external providers and university food provision. |  |
| Sport | Yoga space secured until summer 2019. Capacity increased by 100% and session cost per person is 50% lower than the current Sports Park provision. Around £500 invested into purchasing yoga mats, available to students for free. |  |
| Study & Social Space | Constable Terrace PGR training suite refurbished. Library alerted regarding accessibility issues in PG study rooms. Space survey to be considered. |  |

**Other priorities**

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| **Priority** | **Description and Update** | **Progress** |
| Academic representatives review | **Description:** PGT and PGR academic representation review.  **Update:** Monitoring current practice in Student Staff Liaison Committees and Graduate Student Staff Forums. Discussed with Pro Vice Chancellor (Academic) to review in Student Experience Committee. Met with union HR to discuss future possibilities. Ongoing review for year one students, to be followed by PGR. |  |
| Communications | **Description:** Improve PG information reach.  **Update:** The Square newsletter contains a visible pathway to PGSU website. Content for new starters’ portal under review. PG communications strategy to be considered in the next term in line with strategy development. |  |
| Courage project | **Description:** Joint project on PGR mental health between UEA and SU.  **Update:** Mental health first aid training provided to 32 students. Range of wellbeing activities provided. Research conducted. Student placements begun work on student engagement. |  |
| PGR directors conference | **Description:** Conference for UEA PGR Directors and guests.  **Update:** Met with PGR Directors and discussed potential working relationship with Vrije University on PGR representation within the Aurora network. |  |
| Internal Quality Assurance | **Description:** Annual quality review process replacing quinquennial review and streamlining other quality assurance processes at UEA.  **Update:** UEA Learning & Teaching Committee adopted relevant policy in October 2018, ensuring there will be 2 student panel members during review process. |  |

**Policy Updates**

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| **Policy Number and Title** | **Description and Update** | **Progress** |
| **Academic** | | |
| 2338 Developing Teaching Skills program | Developing Teaching Skills (DTS) petition signed and promoted via UEASU communication channels, including PGSU social media, newsletter and emailing lists. Signed by 274 as of 28/01/2019. |  |
| Lobbying the Pro Vice-Chancellor (Academic) to retain DTS for 2019/2020. Referred to working group. |  |
| To expand and improve DTS-equivalent training provision for ATs beyond 2019/2020, a working group was set up by the PGR Executive, led by the Academic Director of Research Degree Programmes (incoming) to commence work in the first quarter of 2019. The terms of reference for the working group have been approved, including student and UCU representation. DTS provision for next year secured. |  |

**National**

|  |  |  |
| --- | --- | --- |
| **Business** | **Description and Update** | **Progress** |
| National PG collaboration | **Description:** Collaboration with UK PG Officers due to NUS shortfalls.  **Update:** Increasingly more frequent, regular meetings to discuss common issues. Visited York Graduate Students’ Association to gain insight into best practice. National PG conference planned for June. |  |
| NUS National Conference 2019 | **Description:** NUS democratic gathering of further and higher education delegates.  **Update:** Elected as lead delegate for UEASU. Coordinated NUS conference committee at UEASU. 4/5 elected delegates travelled to conference; accompanied by 3 additional observers selected/elected by Student Officer Committee, one of which (Undergraduate Education Officer) was successfully transferred onto vacant delegate place. NUS leaders were elected; full-time officer team comprises of all-women and mainly BAME (including international) representatives, however PG candidate did not win. NUS reform motion passed with amendments. NUS sections policy adopted. Estimates challenge successfully passed to secure £2k towards NUS PG campaign. Vice President Higher Education confirmed NUS does not do enough for PG students. Emergency motion successfully submitted, however not discussed due to mismanagement of elections timeframe. |  |
| NUS Sections Conference 2019 | **Description:** NUS PG officers network conference.  **Update:** Passed national policy to improve PG representation, later adopted by NUS National Conference. PGR and PGT national representatives were elected. |  |
| NUS Strategic Conversations 2018 | **Description:** NUS conference to discuss the future of NUS.  **Update:** TOTUM (powered by NUS extra) will continue to expand its provision of service in 2019 and keep reinvesting its profits into product development. Discussed financial difficulties faced by NUS, leading to proposed 40% staff reduction to reduce expenditure (~£3m). Plans to simplify NUS governance structure. |  |
| Quality Matters 2018 (conference) | **Description:** Quality Assurance Agency conference including workshops and minor networking opportunity.  **Update:** Attended along with UEA representative. Employability session contributed towards UEA employability strategy development. Workshop on SU-university partnership highlighted complexities of inter-institutional collaboration. |  |
| NUS Zones Conference, Lead & Change and  Students’ Unions 2018 | **Description:** Conferences providing introduction and insight into NUS whilst providing training for SU officers.  **Update:** NUS provided PG-specific training and enabled majority of full-time PG officers to meet. Attended workshops and met other SU and NUS officers, whilst sharing some best practice on course reps and elections. |  |



**Amendment to the Bye-Laws - An Officer for Black Students**

Proposer: Thai Braddick (Non-Portfolio Officer)  
Seconder: Temi Ogunniyi-Adeleke (African-Caribbean Society)

**Summary:** This motion would create a new part-time officer role reserved for black students (students of African and Caribbean descent). It would amend the current Ethnic Minorities Officer role to be People of Colour Officer (Open Place), alongside the newly created People of Colour Officer (Black Students’ Place).

**Union notes:**

1. Black students have been underrepresented in the UEA Students’ Union Officer team for years – of the 114 people to serve as SU Officers in 2012-20, just 7 (6.1%) were black. [[1]](#footnote-2)
2. Black students traditionally face antiblackness not just from white students and staff members, but also non-black people of colour (Asian students, Latinx students, etc).
3. The current terminology of an ‘Ethnic Minorities Officer’ is outdated and behind other students’ unions. Other students unions use BAME/BME Officer, [[2]](#footnote-3) [[3]](#footnote-4) [[4]](#footnote-5) or People of Colour Officer. [[5]](#footnote-6)
4. There has been a meteoric rise in racist and especially anti-black incidents on university campuses across the country. [[6]](#footnote-7) [[7]](#footnote-8)

**Union believes:**

1. The history of oppression for black people is a different struggle to that of non-black people of colour, and solidarity is important – however black students should be at the forefront of race liberation politics.
2. A reserved officer position for black students would allow consistent representation for black students in future UEA SU Student Officer Committees.
3. The BAME Experience at UEA survey specifically explores incidences of anti-blackness and will further expand upon them when the data is compiled and released.

**Union resolves:**

1. To delete and replace Bye-Law 4.19 “The Ethnic Minorities Officer shall:” with the following:
   1. **4.19**  The People of Colour Officer (Open Place) shall:
      1. **4.19.1** Represent the interests of students of colour (African, Asian, Caribbean, Latinx, and Indigenous) and be their voice on the issues they face as students of colour at university;
      2. **4.19.2** Engage with the University and other relevant organisations to achieve improvements for students of colour on the issues they face as students of colour at university;
      3. **4.19.3** Liaise with the members of the relevant clubs, societies, or peer support groups; and
      4. **4.19.4** Be the Union’s delegate to the NUS Black Students’ Conference.
2. To add in the following Bye-Law:
   1. **4.20** The People of Colour Officer (Black Students’ Place) shall:
      1. **4.20.1** Represent the interests of black students and be their voice on the issues they face as black students at university;
      2. **4.20.2** Engage with the University and other relevant organisations to achieve improvements for black students on the issues they face as black students at university;
      3. **4.20.3** Liase with the members of relevant clubs, societies, or peer support groups; and
      4. **4.20.4** Be the Union’s delegate to the NUS Black Students’ Conference if the People of Colour Officer (Open Place) cannot or chooses not to attend. Otherwise, the People of Colour Officer (Black Students’ Place) will attend as an observer with speaking rights.
3. To number subsequent Bye-Laws under “Bye-Law 4: Student Officer Job Descriptions” appropriately (Mature Students Officer will become **4.21** rather than **4.20** and so on).
4. To amend Bye-Law 4.24 “Election of Part-time Student Officers by self-defined constituencies” to the following:
   1. **4.24** Election of Part Time Student Officers by Self-Defined Constituencies:
      1. The LGBT+ Officer (Open Place), the LGBT+ Officer (Trans and Non-Binary Place), Women’s Officer, Students With Disabilities Officer, People of Colour Officer (Open Place), People of Colour Officer (Black Students’ Place), International Students Officers (Non-EU and EU), Mature Students Officer and Postgraduate Officer shall be considered Equal Opportunities Officers and shall be elected by ordinary members who self-define as members of the constituency that the Equal Opportunity Officer represents.
5. To add a new self-identification option on the SU website where students can self-identify as black (meaning being of African or Caribbean descent, in a rejection of the concept of political blackness) in order to be able to stand as Person of Colour Officer (Black Students’ Place) or vote for candidates standing for the position.
6. To delete and replace any mention of the terms “BAME”, “BME”, or “Ethnic Minorities” in the Bye-Laws with the term “POC” where appropriate.
7. The Ethnic Minorities Officer elect for the 2019/20 Academic Year will remain the Ethnic Minorities Officer. In the 2020/21 Elections, the Ethnic Minorities Officer will become People of Colour Officer (Open Place). Elections will be held for the People of Colour Officer (Black Students’ Place) in October 2019 who will serve for the 19/20 Academic Year.

*CW: mention of the mental health crisis at UEA; mention of student death; discussion around mental health*

**Give Us Peer Support Groups!**

Proposer: Thai Braddick (Non-Portfolio Officer)

Seconder: Āliyah Rawat (Womanist Society)

**Summary:** This motion mandates the Student Officer Committee to begin the preparation to set up facilitated Peer Support Groups (PSGs) for students. The PSGs are for every student to access. During summative season (November through December and May through June) there will be more frequent PSGs.

**Union notes:**

1. As of this writing there as been four student deaths in the last ten months. [[8]](#footnote-9)
2. Peer support groups have been running for BAME students and have been attended and in many cases successful.
3. Peer support groups have been done previously by other Students’ Unions. [[9]](#footnote-10)
4. It’s widely documented that “peer-run self-help groups yield improvement in psychiatric symptoms resulting in decreased hospitalisation, larger social support networks and enhanced self-esteem and social functioning.” [[10]](#footnote-11)
5. The local mental health trust (Norfolk and Suffolk) has been in a crisis “for at least five years and was rated ‘inadequate’ by inspectors in November (2018)”. [[11]](#footnote-12)

**Union believes:**

1. We should support our members and be a virulent campaigning organisation to allow better access to mental health support.
2. Whilst campaigning for better services for our members, we must support them as best we are able.
3. Whilst not a panacea, PSGs will be one of many things that can support our members whilst campaigning for better mental health provision in the coming years.
4. There is a mental health crisis on campus, and that it was caused not just by executive mismanagement from UEA, but also the ongoing failure of local mental health trust to adequately support students and the local community.

**Union resolves:**

1. To create peer support groups for students, based off of buddy(su) and the BAME Safe Space scheme.
   1. That these peer support groups for students will be available fortnightly, and weekly during summative season.
   2. That they will be facilitated by trained mental health/peer support group facilitators.
   3. That the BAME Safe Space scheme will be partially used as a model from which to create these Peer Support Groups but will remain extant and separate to guarantee a space for BAME students.
2. To consult with charities like *Rethink, Time to Change,* or *Mind* to create the peer support groups.
3. To create the first peer support groups and have them running in time for next year’s intake of first years.
4. To advertise the peer support groups in first year welcome boxes, and to work with the university to put a schedule of peer support groups in first year accommodation on kitchen noticeboards.
5. To educate accommodation wardens on the peer support group scheme so they can educate students in accommodation.
6. To campaign for better mental health provision from UEA and the Norfolk and Suffolk Foundation Trust.
7. To formally acknowledge that the services students are being provided are not enough and that more must be done.
8. To hold open and transparent consultations with students over the next academic year at Student Transformation Weekend, Democracy Days and EDGE Conference to have their input on what they feel needs to be done regarding mental health at UEA.

**Making labs a better learning environment**

Proposer: Zinnia Bugg (CHE School Convenor)

Seconder: Jenna Chapman (UG Education Officer)

**Summary:** This motion mandates the Student Officer Committee to begin the preparation to set up facilitated Peer Support Groups (PSGs) for students. The PSGs are for every student to access. During summative season (November through December and May through June) there will be more frequent PSGs.

**Union Notes:**

1. Experiences in labs vary across the different schools, with many being positive
2. Students within the school of chemistry have raised concerns with how stressful they can be and how they are often very tight on time
3. Labs are normally a minimum of 3 hours long
4. Building 60 will be open in the 2019/20 academic year and has been designed to be more accessible for students with physical difficulties

**Union Believes:**

1. Labs provide some of the best opportunities to learn practical skills as well as put theory to practice
2. They can be incredibly stressful for many students, but especially for students with anxiety
3. They should be environments where you’re encouraged to learn and asked questions rather than simply trying to finish everything on time
4. You shouldn’t be marked on performance within labs if you haven’t had the opportunity to learn and develop the required skills first. This leaves students who have not had previous lab experience within schools at a disadvantage

**Council Resolves:**

Mandate the education officers to work with the relevant school convenors and schools to do the following:

1. To have model data that can be easily accessed for every lab report
2. For summative marks not to be based on the quality or yield of products
3. Ask schools to review the time given for students to complete the labs set and to ensure there are sufficient opportunities for breaks
4. Where possible, students should be in pairs, but if this is not possible, to be able to work as a three, rather than alone
5. For schools to have a maths support session based on common lab scenarios run annually by the learning enhancement team

**Don’t want to attend Council? Don’t sit on Council!**

Proposer: Jack Annand (Entrepreneurship)

Seconder: Eliza Gurner (Tap)

**Summary:** Union Council has long struggled with attendance, with many meetings only just reaching quorum. This is despite the quorum figure being less than 1/5 of Council membership. In no other elected position would individuals get away with consistently not performing the most basic roles of their office. Bye-Law 14.6 already exists – laying out the process for dismissal of a Council member for absence – yet is very rarely enforced. At a time when the SU is coming under greater scrutiny from its membership, Council must take steps to increase attendance by ensuring Bye-Law 14.6 is enforced, ending the culture of the majority of Council members believing there is no need to attend.

**Union Notes:**

1. There are over 200 Union Council member positions.
2. Despite this, Council consistently struggles to meet the quorum of 40 present voting members.
3. Additionally, proportions of Council members in attendance are not representative of the proportional allocation of membership to various categories of Councillors.
4. Bye-Law 14.6.1 states “Any member of the Union Council, including a Student Officer, who is absent without valid apology for two meetings of the Union Council per semester shall cease to hold all Union offices unless the Union Council, at its sole discretion, shall decide otherwise.”
5. The enforcement of this bye-law has been consistently overlooked.

**Union Believes:**

1. Council has a duty to ensure bye-laws are being adhered to.
2. Consistently low attendance is damaging to the sustainability and integrity of Council.
3. Any member who wishes to be elected to a position on Council should be prepared to carry out the responsibilities of that position.
4. Elected members who are consistently absent are depriving their constituents of representation and preventing another individual from holding that position.
5. Failure to enforce the dismissal of consistently absent Council members prolongs and contributes to the issues outlined above.
6. In light of recent events, Council must do its part to increase representation within the Union.

**Council Resolves:**

1. To mandate the constant enforcement by the Chair of Union Council of Bye-Law 14.6 relating to dismissal of Council members as a result of absence.
2. To mandate changes in minutes of Council meetings to include a list of apologies and absentees alongside the list of attendees.
3. To mandate that a written warning is communicated to Council members who are absent without an apology valid under Bye-Law 14.6.2 for one meeting.
4. To mandate that sufficient guidance is offered to newly-elected councillors regarding the importance of attendance.

**Amendment to the Bye-Laws: Course rep and convenor bye law changes**

Proposer: Jenna Chapman (Undergraduate Education Officer)

Seconder: Martin Marko (Postgraduate Education Officer)

**Summary:** To make changes to the by-laws in relation to convenor bursaries and also introduce the code of conduct for course reps as mandated last year.

**Union Notes:**

1. School and faculty convenors currently receive a bursary of £250 each year, this adds up to around £7500
2. Convenors were originally paid for by the University, but haven’t been for the past couple of years
3. The school and faculty convenors are volunteers and many put in a lot of time to their role, the bursary is not promoted as a reason to run for the role and is given to all at the end of the year, regardless of commitment
4. Student representatives cannot legally be paid for more than 2 years (e.g. as full time officers)
5. The bye-laws currently state that the conveners as part of education committee set their own bursary
6. Students are able to run for both a faculty and school convenor role
7. Council approved for a code of conduct to be made for course reps last year

**Union Believes:**

1. The SU has many volunteers who give up their time and we cannot provide bursaries for all
2. This money could be used to promote the course rep system better overall
3. Both school and faculty convenors require a lot of time and responsibility, so a student should not be able to hold both roles. This would mean more students have the opportunity to take part

**Union Resolves:**

1. Remove the following bye laws:

School convenors:

“1.32  They may be paid a bursary. The value of the bursary, and any terms related to it, shall be decided by the Education Executive in liaison with the University, and full details will be included in the application pack.”

 Faculty convenors:

“1.35  They may be paid a bursary. The value of the bursary, and any terms related to it, shall be decided by the Education Executive in liaison with the University, and full details will be included in the application pack”

1. Add the following to the relevant section in the bye laws and number accordingly

“A student may not hold the role of both a school and a faculty convenor, however is permitted to nominate themselves for both. If successful for both, they must then resign from one of the roles within 5 days and the next successful candidate will be given the role”

1. Add the following Course Rep code of conduct to the bye laws:

**Bye-Law 14**

**Basis**

|  |  |  |
| --- | --- | --- |
| 14.1 |  | The University of East Anglia Students' Union is a democratic organisation. Therefore, it is necessary that free and fair elections for Course Representatives take place to ensure that the University and the Students' Union works in the best interest of students. This is also in line with the University of East Anglia's Code of Practice for Student Representation. |

**Purpose**

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| 14.2 |  | The purpose of this Bye-Law is to: |
|  | 14.2.1 | outline the timings and length of elections for Course Representatives; |
|  | 14.2.3 | outline the decision making process for the number of Course Representatives on each course; |
|  | 14.2.4 | outline the process for running online elections for Course Representatives; |
|  | 14.2.5 | outline the process for co-opting Course Representatives into position; |
|  | 14.2.6 | outline the roles and responsibilities a Course Representative is expected to have; |
|  | 14.2.7 | outline the potential reasons for the removal of a Course Representative from their elected position; |
|  | 14.2.8 | outline the process for the removal of a Course Representative; and |
|  | 14.2.9 | outline the process for filling the created vacancy. |

**Timeframe for the election period**

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| 14.3 | 14.3.1 | The elections for Course Representatives should take place twice every academic year. Course Representatives for Foundation Year, First Year and Postgraduate taught/research are elected around September and October; whilst returning students shall be elected around March or April. |
|  | 14.3.2 | The election for the role of Course Representatives must be made up of at least two weeks of nominations with one week of voting during each election. |

**Determining the number of reps to be elected**

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| 14.4 | 14.4.1 | Prior to each election period, the Education Officers for Undergraduate and Post-Graduate and the Student Engagement Coordinator (Representation) shall have a discussion with each Student Partnership Officers to determine how many representatives are to be elected for each course. |
|  | 14.4.2 | Schools should aim to have a minimum of 1 representative per 50 students per course per year group. If demand is higher, a higher ratio is welcomed. |
|  | 14.4.3 | Where Schools have a large or particularly diverse student body more representatives may be identified to ensure representation across the cohort, for example a mature student or international student representative. |
|  | 14.4.5 | The decision as to whether more representatives are elected remains at the discretion of the Student Partnership Officer. |
|  | 14.4.6 | Following this discussion, it is the responsibility of the Student Partnership Officers to communicate the outcomes of the meeting to programme leaders prior the commencement of the elections period. |

**Election Process**

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| 14.5 | 14.5.1 | The election for Course Representatives take place online. |
|  | 14.5.2 | Online Elections will be available at the University of East Anglia Students' Union website. |
|  | 14.5.3 | Students will only be able to nominate themselves or vote in the election for Course Representatives for the course that they are currently studying. |
|  | 14.5.4 | All elections will use the Single Transferable Voting (STV) system and have a set of rules made available on the website. |
|  | 14.5.5 | Candidates will be informed via email whether they have won or lost, within 24 working hours of the closing of the elections period. |
|  | 14.5.6 | The Student Partnership Officer is to be informed of the successful candidates within 4 working days of the closing of the elections period. |

**Vacancies**

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| 14.6 |  | After the election period for course representatives, should vacancies remain, there will be co-options with the agreement of the School Convenor and Student Partnership Officer. |

**Roles and Responsibilities**

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| 14.7 | 14.7.1 | Course Representatives, when formally expressing an interest in the role, should understand and acknowledge the importance and time needed to undertake the role effectively. |
|  | 14.7.2 | Course Representatives should attend all mandatory training to ensure that they are prepared for the role. |
|  | 14.7.3 | Course Representatives are expected to prepare for meetings by gathering student feedback: |
|  | 14.7.3i | Course Representatives are to gather feedback from students on their course; |
|  | 14.7.3ii | Course Representatives are to provide feedback through departmental and Faculty structures. They should also provide feedback to appropriate Students' Union bodies when required. |
|  | 14.7.4 | Course Representatives are expected to feedback to students on their course. |
|  | 14.7.5 | Course Representatives should attend and engage in all Student Staff Liaison Committee's in their area. If the Course Representative is unable to attend for any reason, it is expected that they would send apologies to the SSLC Secretary, and send on any issues or comments of the agenda so they can be raised by the chair. |
|  | 14.7.6 | If the Course Representatives feels like they can no longer fulfil the role, they should inform the Student Engagement Coordinator (Representation) who will then contact the School. |
|  | 14.7.7 | If a Course Representative fails to meet the requirements of the role, they may be removed. |

**Reasons for removal of a Course Representative**

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| 14.8 |  | A Course Representative may be removed from their role as a Course Representative for the following reasons: |
|  | 14.8.1 | there is a breach of the Students' Union Code of Conduct applicable to all members |
|  | 14.8.2 | there is a breach of the University of East Anglia's General Regulations; |
|  | 14.8.3 | if a ban from the Students' Union is placed upon the Course Representative ; |
|  | 14.8.4 | if a formal complaint or concern is upheld by the University; |
|  | 14.8.5 | if the Course Representative is found to have negatively used their power as a Course Representative by not representing the views of others on their course; |
|  | 14.8.6 | if the Course Representative is found to have exhibited unacceptable or abusive (physically or mentally) behaviour towards another student or member of staff; |
|  | 14.8.7 | if evidence of significant dissatisfaction with the work of the Course Representative is provided to the Education Officers (UG and/or PG), the Education Officer will then refer this matter to the Education Committee for investigation; |
|  | 14.8.8 | or lack of attendance without apologies at 2 or more SSLC. |

**Process for removal of a Course Representative**

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| 14.10 |  | A request for the removal of a Course Representative must be made by a student studying the course represented by that Course Representative; the relevant School or Faculty Convenors online or in person; or in the instance of a complaint of unacceptable or abusive behaviour, by a member of University or Students’ Union staff. |
| 14.11 |  | University staff are not able to request the removal of a Course Representative on the grounds of unsatisfactory election. However if evidence is provided that the Course r  Rep is not performing in satisfactory standards and evidence is provided, removal may be considered. |
| 14.12 |  | If the Course Representatives concerned wishes to step down because they do not feel like they are able to fulfil their role effectively, he or she should be allowed to do so by informing the Student Engagement Coordinator (Representation) via email. |
| 14.13 |  | The Course Representatives and Student Engagement Coordinator (Representation) will discuss the concern and create an action plan to resolve the concern: |
|  | 14.13.1 | this could be simply informing the Course Representatives of the concern raised by their fellow course mates or working with the SU to provide further training; |
|  | 14.13.2 | Discuss the possibility of a role share if possible. |
| 14.14 |  | If no agreed steps or action plan has been made by the Course Representatives to resolve the concern or a new complaint is received regarding that same behaviour attempted to be tackled previously, further actions will need to take place only if a new concern has been submitted irrelevant to the first concern, it should be regarded as a new case. |
| 14.15 |  | If it seems that no signs of improvement can be seen, the case will be referred to the Education Committee to consider and rule if the Course Rep is asked to leave their role. |
|  | 14.15.1 | If they are, the Course Representative has the right to appeal to the Campaigns & Democracy Officer [who will convene a panel to consider the case]. |
| 14.16 |  | Each case shall be considered on a case-by-case basis by the Education Committee or their nominee. The final decision shall be made by the Campaigns & Democracy Officer at the point of appeal. |
| 14.17 |  | If a Course Representative is removed from position, they shall not be able to stand as Course Representative again. This does not prevent them from standing for other union roles. |

**Process of filling the vacancy of the removed Course Representative**

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| 14.18  14.19 |  | In first instance, an election would be held for that role. Any unsuccessful candidates who previously were unsuccessful in election for that role will be invited to submit a nomination, as well as the School advertising to that course. An election will then be fulfilled in the usual way.   Should there be only one person show interest in the position, or should the Course Rep be removed in the Spring semester then, the School Convenor and Student Partnership Officers will co-opt a student into the position if they agree on the candidate. |

**Allow Associate Tutors to Supervise Dissertations at Undergraduate Level**

Proposer: Eddi Kernoghan (Education Society)  
Seconder: Thai Braddick (Non-Portfolio Officer)

**Summary:** A motion that empowers the Students’ Union to campaign with and for ATs to allow them to supervise dissertations at undergraduate level.

**Union Notes:**

1. Associate Tutors (ATs) can supervise dissertations at MA and PHD level.
2. ATs have a range of experience in different areas.
3. In the academic year 2018/19, the University took in 7,563 new students and have released plans stating they intend on increasing their intake in the coming academic years. 1
4. That whilst not every student will do a dissertation, many students do and each student deserves the highest quality standard of support available.
5. The National Teaching Fellowship Scheme acknowledges the need for flexibility of dissertation supervision and support. 2

**Union Believes:**

1. Dissertations are a standard in Higher Education and must be flexible and evolve with the changing field of HE to be relevant and widely accessible.
2. The dissertation is coming under pressure for reform as student participation rates have increased, the number studying professional disciplines has grown, and staff-student ratios have deteriorated due to the marketisation of HE.3
3. ATs are valued members of staff who have knowledge and experience other staff may not have.
4. ATs should be able to opt in to supervising dissertations, as opposed to it being standard.
5. ATs deserve access to the same resources and support as other members of staff.

**Union Resolves:**

1. Mandate the Union to work with the university and school faculties to allow ATs to have the opportunity to supervise dissertations at the undergraduate level, if they choose to.
2. That in the process of campaigning for this change, the Union must, in order to synthesise the best way forward and best practice for this change:
3. Consult with ATs.
4. Consult with UCU and other trade unions which represent ATs.
5. Consult with students with a vested interest in this – like members of Education Society, and students who will do dissertations.

**UEA SU-assistance in end of year on-campus/off campus accommodation collection**

Proposer: Rob Klim (Ethical Issues officer)

Seconder: Jim Read (LGBT+, Trans Place officer)

**Summary:** Collecting the clothing, duvets, books and non-perishable food as examples left over by students at the end of the academic year on the day after term ends. This being on the 15/06/19. Another collection van can come at the end of refugee week to collect off-campus donations brought to campus on the 23/06/19. The collected items will be supplied to the emphasised Care4Calais refugee-supporting NGO, whose UEA support of fits with the university’s University of sanctuary initiative status. Other causes such as the homeless and animal sanctuaries can be supported and the rest will be recycled in selling on to make the campaign sustainable as with the pots and pans already sold in the Hive.

**Union Notes:**

1. University halls are left with a significant number of for example non-perishable food cans, bedding and clothes items students are unable to take home practically. These items can be put to use to support the local community.
2. Kitchenalia are already taken in at end of year collections. There are also recycling bags for students, however local and refugee causes are timely in prioritisation.
3. Students off-campus leave a significant number of items in their off-campus accommodation in households accountable to UEA-accredited landlords.
4. An example of successful campaigns such as Bristol’s student-oriented Big Give campaign is described by Amy Walsh, Bristol SU’s Student Green Fund Project Coordinator, said: “Every year Bristol students increasingly want to dispose of their unwanted items responsibly and the Bristol Big Give means they can raise money for local charities at the same time1.
5. (Bristol SU), the University of the West of England and UWE Students’ Union (UWESU) successfully cooperated in a substantial collections.
6. Collections on UEA campus as for the year anniversary of the University of Sanctuary initiative in January 2019 have been incredibly successful. The end of year opportunity provides the greatest yet for bringing in donations.

**Union Believes:**

1. Recycling is beneficial as it stops the unnecessary pollution caused by throwing away reusable municipal waste. Informing students of this campaign, as well as collecting leftover items would allow UEA students to without much effort reduce their environmental impact.
2. A wider range of items than pots and pans could be collected, such as duvets appreciated by the Dog’s trust as an example, could be reused2.
3. Specifically collecting items with an emphasis on Care4Calais allows UEA to achieve its goal of being a certified University of Sanctuary- that is a university that ensures it has policies in place to support asylum seekers and refugees.
4. Raising awareness of this collection for this cause allows increasing student awareness and engagement with refugee week.
5. Refugee week is Mon, 17 June 2019 – Sun, 23 June 2019, the week after term; however emphasising collecting for Care4Calais allows UEA students to do their bit on campus and off campus where students can be made directly aware of the benefits of recycling.

**Union Resolves:**

1. Use SU resources to transport items to arranged charity drop-off points through coordinating with the Care4Calais logistical team and using volunteers to sort donations.
2. SU provide bags for on-campus and off-campus students to leave items in.
3. Coordinate with Care4Calais to ensure they provide vans to take away their required items for refugees on the 15/06/19.
4. Care4Calais will also be willing to get a van out to students during and at the end of refugee week to pick up donations from accommodation that students can bring to an on-campus collection point.
5. Care4Calais’ logistical team has said they will also drive to student off-campus locations to pick up donations, if this is easier for certain students.
6. Make an SU officer blog post emphasising the SU support of this motion, highlighting specifically where such items will go.
7. Work towards ensuring as comprehensive collections as possible to divert as much from landfill as possible is achievable this academic year, as well as in the future.

**LGBT+ Policy**

**Proposer**Liam Deary (LGBT+ Officer, Open Place)

**Seconder** Jim Read (LGBT+ Officer, Trans and Non-Binary Place)

**Summary**: A general policy setting out the Union’s stance on some of the issues that face LGBT+ students, and the actions we will take to tackle them. This is an update to the LGBT+ policy passed on 6th December 2012, adding more detail and bringing the Union’s policy up to date with the issues LGBT+ students face now. It covers sex and relationship education, mental health, blood donation, LGBT+ participation in sport, gender identity services and gender recognition, discrimination and hate crime, sexual assault and domestic/relationship abuse, and education and widening participation.

**Content Warnings**: Discrimination, hate crime, sexual assault, rape, self-harm, suicide.

Union Notes:

**Council Notes**

Sex and Relationship Education:

1. The quality of relationship and sex education (RSE) provided in schools varies wildly across the UK. A study by Terrence Higgins Trust found that:
2. 61% of respondents received RSE once a year or less.1
3. 1 in 7 respondents did not receive any RSE in school at all.2
4. 50% of young people rated the RSE they received in school as either ‘poor’ or ‘terrible’, while only 2% rated it as ‘excellent’ and only 10% as ‘good’.3
5. 95% of respondents were not taught about LGBT relationships.4
6. 75% of young people were not taught about consent.5
7. 3 in 5 respondents did not receive or did not remember receiving any information about HIV in school.6
8. Following government consultation on the topic, Education Secretary Damian Hinds’ proposal for more LGBT+ inclusive, compuslory sex and relationship education passed through the House of Commons in March 2019 with a resounding majority.7 However, this will help future students, not current students, with changes only set to come into force in England in September 2020.8

Mental Health:

1. LGBT+ people are 1½ times more likely to develop depression and anxiety compared to the rest of the population.9
2. Gay and bisexual men are four times more likely to attempt suicide across their lifetime than the rest of the population.10
3. A transgender mental health study showed that 88% of transgender people had experienced depression and 84% had thought of ending their life.11
4. Of trans people under the age of 26, 48% have attempted suicide and 59% have considered doing so.12
5. The International Classification of Diseases (ICD 11) was recently revised to remove ‘Gender Incongruence’ from the category of ‘Mental and Behavioural Disorders’.13
6. Drug use by gay and bisexual men was three times higher than for straight men, and illegal drug use by gay and bisexual women was four times higher than among heterosexual women.14

 Resources:

1. There are specific issues that affect LGBT+ individuals that others do not experience.
2. While there are some confidential resources available to LGBT+ students, they quickly go out of date and there is no online resource.

 LGBT+ Participation in Sport:

1. At the time of the Union’s last LGBT+ Survey, only 43% of respondents were members of a sports club, and of these participants only 52% found their sports club to be inclusive or mostly inclusive.15
2. 17% of LGBT+ people have experienced and 49% have witnessed homophobia or transphobia in sport.16
3. 66% of lesbian, gay, bi and trans people felt that there were problems with homophobia and transphobia in sport and that this acted as a barrier to LGBT people taking part.17
4. Many LGBT+ students are discouraged from participating in sport, or coming out to their teammates, for fear of bullying and discrimination.18
5. The Union has responsibility for ensuring access for all members to all its events and clubs/societies.

Blood Donation:

1. Men who sleep with men are still prohibited from donating blood within 3 months of having sex.

Marriage Equality:

1. Although same sex marriage was legalised in 2013 under the Marriage (Same Sex Couples) Act, trans people still do not have access to fair and equal marriage.
2. Under the Gender Recognition Act 2004, a married trans person cannot seek legal gender recognition without the permission of their spouse.19
3. The ‘spousal veto’, as this is known, is recognised in the government consultation on the reform of the Gender Recognition Act as a key area for change.20

 Gender Identity Services and Gender Recognition:

1. There are only 8 Gender Identity Clinics (GICs) in the UK, including 1 for children and young people, and none in Wales.21
2. Waiting times for Charing Cross GIC are currently 14 months.22
3. Referrals to the Charing Cross Clinic in London have quadrupled in ten years from 498 in 2006/07 to 1892 in 2015/16.23
4. There is a high rate of complaints24
5. According to an audit carried out by the Charing Cross Clinic in 2014, 20% of trans women were self-medicating with hormones purchased online.25
6. This carries serious health risks, due to the unknown origin of the drugs and the lack of regulation and supervision.
7. Waiting times exacerbate this issue, as trans people may be inclined to self-medicate in order to obtain bridging prescriptions.
8. Due to some hormones being delivered by injection, there is a higher risk of HIV and other blood infections if self-medicating, from the unsafe use of needles.
9. Since the Gender Recognition Act 2004 came into force, only 4,910 trans people have sought gender recognition.26
10. There is no robust data on the number of trans people currently living in the UK, but the government estimates it to be between 200,000-500,000.27
11. Trans people are not seeking gender recognition because the process is ‘too bureaucratic, expensive and intrusive’.28

Home Life and Estrangement:

1. LGBT+ people are disproportionately affected by estrangement, and many people are still at risk of being disowned by family and friends after they come out.
2. Among those who were out to their immediate family, one out of every ten (10%) respondents reported that a family member was violent towards them because they were transgender. Prevalence of family violence differed greatly depending on the time period during which a respondent transitioned, with those transitioning ten or more years ago (15%) experiencing almost twice as much violence as those who transitioned in the past year (8%).29
3. Eight percent (8%) of transgender respondents who were out to the immediate family they grew up with were kicked out of the house, which represents 6% of the whole sample. Those who transitioned 10 or more years ago were twice as likely to have been kicked out of the house (16%) as those who transitioned within the last year (7%).30
4. In one study, 40% of homeless youth identified as LGBT. The #1 reason for homelessness among LGBT youth is that they ran away because of family rejection. The #2 reason is that they were thrown out for being LGBT.31
5. One shocking statistic from NYC’s Hetrick-Martin Institute showed that homeless queer women aged 13-15 who they had encountered reported that 50% were homeless because they ran away after being raped by a father or brother to ‘cure’ them.32

Discrimination and Hate Crime:

1. In 2013, one in six LGBT+ adults had experienced a hate crime or incident in the last 3 years.33
2. More than half of younger LGBT+ people experience homophobic, biphobic or transphobic bullying in Britain’s schools.34
3. Nearly half of pupils who experience bullying have symptoms of depression.35
4. Four in five LGBT people who have experienced a hate crime or incident didn’t report it to the police.36
5. Owen et al. found that LGB people have more negative perceptions of the police than heterosexuals. Trans people had more negative perceptions of the police than the rest of the LGBT+ community.37
6. 41% of trans respondents to a Stonewall survey said they had experienced a hate crime or incident because of their gender identity in the last 12 months.38

 Sexual Assault and Domestic/Relationship Abuse:

1. Research by Stonewall shows that one in four lesbian and bi women have experienced domestic abuse in a relationship.39
2. Almost half (49%) of all gay and bi men have experienced at least one incident of domestic abuse from a family member or partner since the age of 16.40
3. A report by the The Scottish Transgender Alliance indicates that 80% of trans people had experienced emotional, sexual, or physical abuse from a partner or ex-partner.41

 Education and Widening Participation:

1. LGBT+ students are largely not considered a widening participation group.
2. There is no mention of LGBT+ students in UEA’s *2016-20 Widening Participation Strategy, 2018-19 Access Agreement*or *2019-20 Access and Participation Plan.*
3. The Higher Education Statistics Agency (HESA), which is the designated data body for English higher education, does not collect data on LGBT+ students as a widening participation group.42

**Union Believes:**

Sex and Relationship Education:

1. LGBT+ students should have access to sexual health information which is inclusive, comprehensive and free of charge.

 Mental Health:

1. More needs to be done to recognise the LGBT+ community as a group at high risk of developing mental health issues.
2. Access to support is the right of all students, not a privilege.

Resources:

1. LGBT+ people should be able to access general advice and information confidentially.
2. Resources should be inclusive, comprehensive, and free of charge.

 LGBT+ Participation in Sport:

1. LGBT+ people are entitled and encouraged to play sport at UEA.
2. No one should face discrimination on the basis of their gender identity or sexuality.

 Blood Donation:

1. The current ban is discriminatory and prevents willing donors from giving blood and saving lives.

 Marriage Equality:

1. The current wording of the Marriage (Same Sex Couples) Act 2013 is discriminatory, with regards to the ‘spousal veto’.43
2. The decision on whether to continue with a marriage should be with the trans person and their spouse, not the government.

 Gender Identity Services and Gender Recognition:

1. The services currently available are inadequate, and waiting times are too long.
2. Legal gender recognition should be available for all trans and non-binary people, without unnecessary waiting times or expense.

 Education and Widening Participation:

1. LGBT+ students face barriers to education that their heterosexual/cisgender peers do not experience, and should be considered a target group for widening participation initiatives.

**Union Resolves:**

1. To ensure that any sexual health campaign the SU runs includes material about both relationship education and LGBT+ sex education.
2. To ensure that any sexual health or relationship education campaign includes material about domestic and relationship abuse and consent.
3. To work with UEA medical centre and Student Support Services to determine how health services could be made more accessible for LGBT+ people, including:
4. Working to update the medical centre login screen system, so that patients do not have to choose ‘male’ or ‘female’.
5. Exploring options for mental health support at SSS that is specifically tailored to LGBT+ people.
6. To develop a mental health awareness campaign targeted at LGBT+ students, giving them clear points of contact and reassurance, which does not insult, isolate, or intimidate its target audience.
7. This would include an opt-in system similar to the current DLO system run by SSS, and 1:1 advice and guidance meetings with an advisor similar to a disability advisor.
8. This would be particularly beneficial for trans students who are transitioning during their time at UEA.
9. To include in this campaign support for estranged students.
10. To create pages on the SU website containing information on transitioning, name changes, and hate crime reporting.
11. To mandate the Activities and Opportunities Officer to include training on the needs of LGBT+ students in both sports and societies training, to tackle discrimination.
12. To encourage sports clubs to engage with LGBT+ students. They could and should be encouraged to:
13. Hold regular mixed gender friendlies.
14. If possible, enter mixed gender competitions.
15. To campaign against any ban on donation of blood by men who sleep with men.
16. If there is a blood drive on campus, hold an awareness event about the ban.
17. Invite Anthony Nolan for bone marrow donation and THT for HIV testing when there is a blood drive on campus
18. That the Union will publicly support the removal of the ‘spousal veto’ from legislation on same sex marriages.
19. That the Union will publicly support the improvement and expansion of NHS gender identity services.
20. That the LGBT+ Officers (with the support of the Welfare, Community and Diversity Officer) should work with the University Medical Centre, to ensure that practitioners are aware of, and up to date on, the referral process for Gender Identity Clinics.
21. That the Union will conduct a survey into the experiences of LGBT+ students at UEA, and the barriers they face to education.
22. That the Union will take relevant action based on the results of this survey, which might include lobbying the university to include LGBT+ students in their next Widening Participation Strategy.
23. That if any of the aforementioned issues come up in the parliamentary or news cycle, the LGBT+ Officers (with the support of the Welfare, Community and Diversity Officer) are mandated to release a statement.
24. The statement should highlight appropriate actions that students can take to support their LGBT+ colleagues.
25. If public consultation is taking place, the statement should include guidance on taking part, and the officers should promote the consultation to relevant student groups.

**uea(su) to demand that the university declares a climate emergency**

Proposer: Alice Wheatley (UEA Food Co-Op Union Officer)

Seconder: Rob Klim (Ethical Issues Officer)

**Summary**: We as students of UEA and UEA Food Co-Op request that the University declares a ‘climate emergency’ as a matter of urgency, and, building on actions already taken, shows its leadership in taking further steps commensurate with the urgency of de-carbonisation. This should include committing to carbon neutrality by 2025 in accordance with the precautionary principle, appointing a senior staff member of the Executive Team with the responsibility for achieving this target, and creating a consultative forum to harness the passion and expertise available among UEA staff and students to mount the necessary emergency response.

**Council Notes:**

1. The IPCC’s *1.5 degree special repor*t published October 2018 which confirms that humans have already caused irreversible climate change and global temperatures have already increased by 1°C from pre-industrial levels. Limiting temperature rises to 1.5°C may still just be possible if decisive action is taken immediately. But ordinary people around the world are discouraged by the apparent lack of leadership evident at this time of crisis.
2. Universities are institutions that champion knowledge, and evidence-based action. It therefore aligns with universities’ core purpose to communicate truth. The climate emergency is by far the greatest threat to humanity. Universities in the UK have recently begun to join other organisations and institutions across the country and the world in declaring a ‘climate emergency’ (see recent ‘climate emergency’ declarations by the University of Bristol and Newcastle University).
3. Bristol university has already declared an emergency, UEA to do so would be third in the UK1.

**Council Believes:**

1. That UEA is ideally positioned to join this vanguard of universities championing change. It is held in high esteem for the quality of its environmental and climate change research and, in the Tyndall Centre, UEA hosts one of the world’s leading climate change research units. UEA has recently signed the United Nations Sustainable Development Goals (UN SDG) Accord, positioning it among a growing number of universities taking positive steps towards creating a sustainable future. It is part of the University’s long-term strategic vision to consolidate its leadership position in climate change research through initiatives such as Climate@UEA.
2. We recognise that UEA has a Sustainability Policy and Carbon Management Plan and that, per-capita, CO2 equivalent emissions have been reduced. However, scientific evidence and the precautionary principle leave no doubt that a more ambitious plan is needed.
3. UEA has led the world in research that has demonstrated the severe threats to human wellbeing from climate change.  It is therefore ethically incumbent upon UEA to actually take action to curb its own contribution to these threats, and also demonstrate to others the correct response to this threat.

**Council Resolves:**

To demand that the University

1. Formally declares a ‘climate emergency’ through the SU and lobby the university to do the same.
2. Commits to the target of carbon neutrality by 2025, in accordance with the precautionary principle.
3. Appoints a senior staff member of the Executive Team with the responsibility for achieving this target.

**No to rent hikes**

Proposer: Thai Braddick (Non-Portfolio Officer)

Seconders: Sophie Atherton (Campaigns and Democracy Officer)

**Summary:** This is a motion to commit the Students’ Union and the Student Officer Committee (SOC) to resist any future rent increases for campus accommodation. It argues that a rent hike would endanger disabled, estranged, postgraduate, international students and students from widening participation backgrounds who would be particularly affected by price hikes. It notes that the Students’ Union has standing policy to campaign for “secure quality on and off campus accommodation at a reasonable price”. 1 This motion emphasises this and commits us further to campaigning for fair accommodation prices.

**Union Notes:**

1. The cost of living for students is constantly increasing, as recognised by the Union priority campaigns over the past few years.
2. The Union has put into action multiple policies to help students get by, such as the Foodbank, attempting to cut prices in union outlets and clamping down on hidden course costs.
3. One of the biggest, if not *the*biggest, expenditure for students is accommodation. UNIPOL found that the average accommodation in 2018/2019 took up 73% of the maximum student finance loan which is up from 58% in 2012/13.2
4. Research at NUS has found that there is an average £8,000 shortfall between living costs and income from loans and grants for students.3
5. The Welfare, Community, and Diversity Officer and Campaigns and Democracy Officer have engaged in rent setting negotiations since the beginning of their elected term.
6. UEASU recognises the importance of the state of accommodation addressed in motion 1982 - *A Housing Policy that delivers for UEA Students*. This motion commits to’’ Campaign to secure quality on and off campus accommodation at a reasonable price”.
7. The University has recently raised rent prices, and will continue to do so in future if not held accountable.

**Union Believes:**

1. There is no justifiable reason for the university to:
2. Make grotesque profits out of students through accommodation.
3. Build more high cost accommodation without increasing the provision for low-cost accommodation
4. Not enough has been done to ensure that students from widening participation backgrounds are supported financially. 4 Poor and working-class people are being systematically discouraged from entering Higher Education through mounting pressures on finances from multiple sources.
5. Both UEASU and University have a responsibility to do all in their power to attempt to alleviate the financial burden experienced by students.
6. During the academic year 2018/19, the university has been unresponsive to ‘conventional’ and ‘diplomatic’ attempts to encourage them to cut costs.
7. An increase in prices forces many students to either push themselves further into debt or attempting to work even more hours, these both cause excessive stress and negatively affect student mental health, this is evidenced by a NUS study that found:
8. –36% worrying about their finances so much it is affecting their mental health. 5
9. –64% of students worry about their finances all the time or very often. 6
10. It is one of the most basic duties of an SU to attempt to defend students’ interests. This means Students’ Unions must oppose Universities when they behave as if students are merely cash cows.
11. That when seeking to implement change, UEASU should employ a diverse array of tactics and should seek to lobby and campaign in tandem rather than choosing one or the other.

**Union Resolves:**

1. That UEASU must oppose these rent hikes.
2. To take all necessary action to try to prevent rent increases going forward.
3. To continue to demand that the university put their students before their profits and to specifically and clearly mandate all five sabbatical officers that they must oppose this and future rent hikes.
4. To implore the university to meet the 25% affordability factor set out by NUS in the UNIPOL survey.7
5. To mandate the relevant full-time officers to report on the details of rent setting meetings to Union Council and Student Officer Committee.
6. To mandate the Campaigns and Democracy Officer to continue campaigning to oppose rent hikes and raise awareness of costs on campus this year and next.
7. This campaigning should follow on from the launch of ‘Your Money Counts’ in Autumn 2018 to inform students of how much money the university makes from accommodation and give them some action they can take to help oppose the rent hikes. This campaign should be inclusive and accessible to a broad array of students.

**Proper Silent Spaces**

**Proposer:**Emma Moxon (Students with Disabilities Officer (Invisible Disabilities Place))

**Seconder:** Abbey Doormann (Disabled Students Liberation Society (SpLD and Autism Spectrum)

**Summary**: A motion was passed at Union Council last year to create silent study places in the library, which were created over the summer. However, these spaces do not block out electronic noise or the noise coming from adjacent rooms, as well as there being very few available. This motion allows us to accommodate all students and their needs, whether that be a place during the day to recharge or a space they feel able to study.

**Union Notes:**

1. Those with invisible disabilities affecting their social environment are more likely than others to find constant social connection exhausting.¹
2. Autistic people are at a higher likelihood of overstimulation from their social and working environment, which can have negative impacts on mental health such as Autistic Burnout.¹
3. In more recent times, society is biased towards extroverted people, in turn leading to (at the very least) mild ostracization of introverted people. This by default puts invisibly disabled and neuro-diverse students, including those with anxiety conditions, at a disadvantage and makes a lot of areas inaccessible.²
4. Silent, sensory friendly spaces for people to visit have been shown to be of benefit to those with disabilities that affect the ability to socialise.³

**Union Believes:**

1. Full accessibility is a right all our students have, and we should lobby for it where it’s not present.
2. Silent spaces for our students would be beneficial, for a wind-down area or for studying.
3. Invisible disabilities should be taken seriously and treated with respect.

**Union Resolves:**

1. To lobby the university to make a commitment to funding accessible, sound-proof, silent spaces for students.
2. To lobby the university to communicate with the students that will be impacted by any changes being made, ensuring accessibility is at their forefront.

**The real cost of being a student**

Proposer: Jenna Chapman (Undergraduate Education Officer)

Seconder: Sophie Atherton (Campaigns and Democracy Officer)

**Summary**: This motion is to mandate the officers to work to reduce the costs of being a student at UEA including:

Reassessment fees; printing; DBS checks and placement fees; sports costs and laundrette costs.

**Council Notes:**

*Reassessment fees*

1.   UEA currently charges £70 to re-sit an assessment and £110 to re-sit an exam if it is a second sit and you have no extenuating circumstances (ECs).

2.   This is one of the highest in the sector, with many Universities letting students re-sit for free and some charging under £50

*Printing*

3.   Many Universities offer a printing allowance for students which ranges from £1 a year to £20 a year. UEA cut theirs in 2014/15 due to environmental reasons

4.   There has been a rise in the number of e-books rather than physical copies in the library, so more students are able to access them

5.   Some students find reading and learning from a screen difficult and so have to print

6.   Some academics will print out copies of lecture slides for all students

7.   Even though the University is moving towards online marking, this is a long-term project and students still have to print assessments to hand in and so is a compulsory course cost, especially with dissertations in final year

*DBS checks and placement fees*

8.   There are many courses at UEA that require an enhanced DBS check which costs £44 and has to be paid for by the student, therefore is a compulsory cost

9.   Some Universities cover this cost as it is required for the students to complete their placements (e.g. Oxford Brookes)

10.  UEA pays for DBS checks for student ambassadors but not for student’s courses

11. HSC students have to pay for any travel and accommodation costs for their placements upfront, then get them reimbursed which can cost hundreds of pounds, some other universities pay the students upfront so they’re not out of pocket

*Other course costs*

12.  Module outlines are supposed to include additional costs associated to the module however these are rarely filled out and are rarely in any useful detail

13.  Some Widening Participation (WP) students currently receive a bursary from the university, however there is growing scrutiny in the sector on the impact these have

14. The final cost to students is at graduation where you are required to pay for gown hire which is £45. Other Universities cover this to ensure all students can attend, and instead charge for guest tickets

*Sport costs*

14.  The cost of SAM is £50 and is raised in both University and Union surveys as one of the main barriers to joining a sports club

15.  The University makes around £100,000 from SAM each year

16.  The money goes back into clubs by paying for things like (but not limited to) competition fees, sport spark fees and insurance

17.  The university has significantly increased the money spent on sport in the past couple of years but hasn’t removed SAM

18.  The University doesn’t offer a monthly membership to students, just staff and the community

19.  The University has a discounted, but upfront annual membership for students but there are no membership options for students to attend peak group classes

20.  This therefore unfairly restricts access to sport for students on placement and PG students

*Other costs on campus*

21.  The launderette costs around £5 per wash and dry on campus accommodation after having to buy a card for £3

22.  This affects HSC and MED students the most as they are required to wash their uniforms more often

23.  Costs on students are increasing, but not in line with the rate that student loan is increasing

**Union Believes:**

1. Students should not be expected to pay for additional costs after beginning their course

2. Students should be able to participate in extra curriculars without being restricted by money

3. Students’ wellbeing should not be affected by living costs

**Union Resolves:**

1.       To mandate the Education Officers to:

a.       Lobby and campaign for the University to remove or significantly reduce the £70 and £110 reassessment fees

b.       Lobby and campaign for the University to introduce a printing allowance for all students and for the University to reduce the cost per item printed

c.       Lobby and campaign for the University to pay for all DBS checks for students where it is compulsory for the course

d.       Lobby and campaign for students on placements to be given a travel allowance upfront for travel and accommodation costs

e.       Lobby and campaign for additional module costs to be made clear on module outlines, including but not limited to; trip costs (an estimate or rough cost of the trip last year), compulsory texts that have to be purchased

f.        Lobby and campaign to ensure WP student bursaries are kept

g.       Lobby and campaign for the University to cover the cost of gown hire so every student is able to graduate for free.

2.       To mandate the Activities and Opportunities Officer to:

a.       Lobby and actively campaign for the removal or significant reduction of the cost of SAM, ensuring the burden is not just moved to the individual club prices and the university covers the majority of the extra cost.

b.       If this is not successful, to campaign for there to be an option for SAM to be paid semesterly for the equivalent cost of the year

c.       To investigate the hidden and additional costs associated with joining individual sports clubs and societies and for these to be clear and transparent on their webpages when joining

d.       To work with clubs to reduce the additional compulsory costs required

e.       To lobby and campaign for the Sportspark to introduce a discounted monthly direct debit payment option for student gym membership, similar to the discounted bronze, silver and gold membership available to staff. They should ensure there are 6-month options for international students who are only here for the semester

f.        To lobby for students to have access to peak time exercise classes

g.       To lobby for the Sportspark to never put a limit on student usage of the Sportspark and to instead reduce community usage and to see the Sportspark as an important service for the UEA community

3.       To mandate the Campaigns and Democracy and Welfare, Community and Diversity Officer to:

a.       Ensure the additional costs at University don’t unfairly affect disadvantaged students and to continuously investigate and highlight additional costs of being a student

b.       Ensure any rise of prices of soft drinks in the bar and value drinks are not increased by a percentage more than alcoholic drinks

c.       Lobby and campaign for cheaper launderette services on campus and for a free card and allowance to be included

**paper**

|  |  |
| --- | --- |
| Subject: | **Estimates 2019-20** |
| Produced by: | Oli Gray, Chair Finance Committee |
| To: | Union Council |
| Date: | 29th April 2019 |
| Action: | To approve |
| Purpose: | Under the framework for finance and budgeting, the Union Council and Board annually agrees a set of “Estimates” that reflect spending priorities for the year ahead. The Board later agrees a set of “Detailed Internal Budgets” that reflect these priorities and that have involved detailed considerations from managers. This paper proposes a set of Estimates for the year ahead. |

**Introduction**

Under the framework for finance and budgeting, the Union Council annually agrees a set of **“Estimates”** that reflect spending priorities for the year ahead. This becomes the financial policy document for the year ahead.

The Trustee Board then agrees a set of **“Detailed Internal Budgets”** that reflects priorities in the Estimates and that have involved detailed considerations from managers taken in the round with detailed outturn figures for the previous year.

UEA(SU) Group comprises a core Charity Company and two subsidiary companies which operate on-campus licensed trade and the Waterfront respectively. Infrastructure costs and management costs are accounted for within the Charity. These Infrastructure costs (HR, Finance, Management and Buildings costs) support both charity and Social Enterprises. They are shown separately on the estimates summary and reflected through recharges in the Statutory Accounts of the companies..

For simplicity, the Charity Estimates have been constructed to reflect the internal departmental structure of the Union, which comprises core delivery areas: Advocacy & Representation; Activities & Opportunities; and underpinning Infrastructure. Unio and Catering, which are Social Enterprises that officially operate from the Charity vehicle are shown alongside other Social Enterprises on the Income side of the summary.

The estimates process focuses on expenditure allocated by the Union to meet its core priorities for the year ahead. Updates on progress against this budget will be presented to Finance Committee and the Trustee Board throughout the year.

**Contribution** from the union’s commercial activity is a key component of the Union’s funding and reflects the latest forecasts shown by outlet. Contribution means the **Net Income** from sales after all direct costs including goods for resale, staff costs and associated overheads. As mentioned above for simplicity, these numbers exclude charges made by the Charity vehicle to the Trading Subsidiary for things like rent, utilities and service recharges all of which are dealt with the statutory accounts are developed.

**The Estimates**

In consultation with SOC, We have revised the summary format for the Estimates to provide a clearer overview of the Income and Expenditure of the Union and to provide a comparison – in this case the Budget set for the 2018/19 year. Each Department within the charity then shows a detailed breakdown of expenditure to indicate the nature of costs allocated.

The main body of the Estimates details areas of income and expenditure and may be challenged by Union Councillors using the methods detailed below.

The Appendices provide the detailed cost heading analysis of income and expenditure, which support the headline figures reported. The cost headings (cost centres) are revised to reflect services and are presented in a standard format throughout this document. Most cost headings (or “centres”) include these three sections:

* Staff/Officer Costs (ie Salaries, Tax and National Insurance)
* Student Staff Costs
* Activity Costs

This includes all restricted income in this area (shown as negatives) and explanations are given in the notes. The figures reflect employer’s contribution of NI and Tax and allocation to the pension scheme. Pension take up is assumed to be full.

Trading Income reflects the contribution expected from each trading area.

**How to Challenge the Estimates**

Members of Union Council may table a motion to refer back the Estimates in full (ie to reject the budget) or part of them.

A partial reference back will only be in order if it is composed of two parts:

(i) The positive reference back of a specified expenditure heading (on the next page) within a budgetary head or heads, indicating that each specified heading should have the sum allocated to it increased by an amount specified for that heading;

(ii) The negative reference back of a specific expenditure heading (on the next page) within a budgetary head or heads, indicating that each specified heading should have the sum allocated to it reduced by an amount specified for that heading; the total of the amounts specified in (i) being the same as the total of the amounts specified in (ii).

The Chair of Finance Committee will reply in writing to all Members tabling motions of reference back of the Estimates or part of them, indicating the implications if such a reference back is passed by the Union Council.

Any motions to reference back the Estimates in part or full must be received by the Amendments Deadline for this meeting of Union Council.

Questions on the Estimates may be asked from the floor of Council. Priority on the asking of such questions will be given to Members which have tabled motions on reference back.

**Overview for 2019-20**

It is important to consider the demands on the Net Income that the Union is able to generate. A surplus is required to meet pension deficit contributions and capital expenditure as summarised below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Estimates | Budget 18/19 | *Variance* |
| Net Income |  | 296,161 | *330,077* | *(33,916)* |
|  |  |  |  |  |
| Pension deficit contributions | | (210,762) | *(200,000)* | *(10,762)* |
| General Capital | | (150,000) | *(59,000)* | *(91,000)* |
| Waterfront Compliance | | (90,000) | *(40,000)* | *(50,000)* |
|  |  |  |  |  |
|  |  | (154,601) | *31,077* | *(185,678)* |

**Net Income** is the surplus of all Income over Expenditure and is further detailed in the Estimates Summary below. It is stated before depreciation of fixed assets, which is a non-cash charge to the accounts. The estimated Net Income of £296,161 is in line with the actual 2017/18 outcome and also the latest forecast for 2018/19.

**Pension Deficit Contributions** are payments to meet historic obligations for participation in defined benefit pension schemes. These have no relationship to current staff and have, along with all such schemes, increased steadily over recent years.

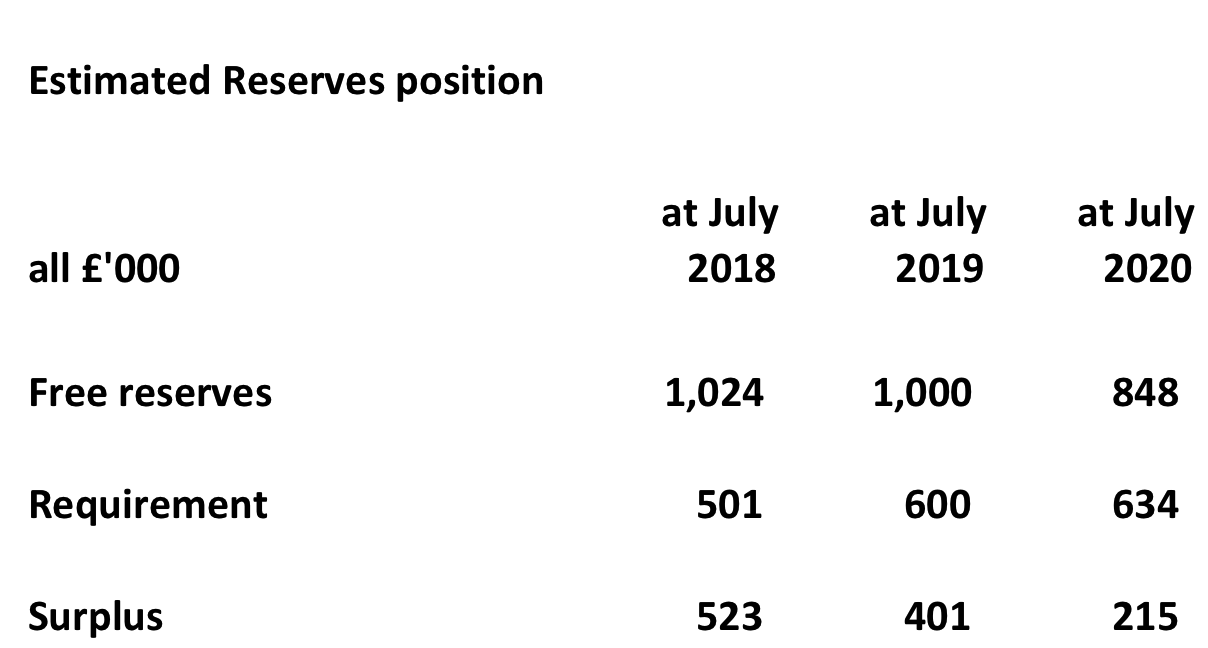
**Capital Expenditure** is expenditure on assets with lasting value that support the delivery of services. These range from furniture and technology in Union House to shop and bar fittings, venues equipment and so on.

The budget for 2018/19 allowed £99,000 for capital expenditure, restricted by available funds. The ‘normal’ level would be about £200,000 p.a. and we already have obligations arising from the renewal of the Waterfront lease of c.£90,000 in the coming year.

The resulting deficit of £(154,601) can be met from either calling on **reserves** or from additional restricted funds grants from the University. Discussions will take place in May / June to establish whether additional funds can be found.

As a Charity, the Union is required to maintain a **Reserves position** to enable it to meet its obligations to provide core services to members and safeguard staff in the event of financial difficulties. Reserves are the equivalent of the accumulated assets of the Union excluding restricted funds such as clubs & societies funds and cash funding specific projects. The requirement is expressed as a value equivalent to 3 months career staff costs.

The summary estimated reserves position, taking account of current year forecast and the estimated outcome above would be as follows.



This shows that reserves can support capital expenditure in excess of funds generated for the current period, but that this would need to be addressed over the next couple of years.

**Background to the Estimates 2019**

Union Financial Policy

* To consistently perform to budget, ending the annual cycle of producing year end deficits
* Ensuring the reserve is healthy and used for the benefit of students
* Reducing direct expenditure on infrastructure through careful procurement or partnership work
* Steadily improving investment in services, activities and campaigns for students

Up to 2018 the Union worked to review and reshape its financial model, responding belatedly to a downturn in alcohol sales by lobbying to increase in net terms the grant from the University through shared services; reducing infrastructure (“back office”) costs in order to maximise the spend on charitable objectives; and improving performance of the Union’s Social Enterprises.

The budget for the 2018/19 year represented a change in direction with an enhanced staff structure which partly reflected concerns that good governance had been compromised and that the delivery of services required additional staff. In turn this budget required a corresponding improvement in contribution from Social Enterprise underpinned by cost reductions in venues output and a new SPAR trading partnership in retail.

In broad terms this represented:

* Increase in Gross Profit (GP) from Social Enterprise £378k offset by £73k additional staff costs [£305k]
* Increase in Charity Staff costs of £110k and Infrastructure £161k [£271k].

When it comes to income, the Union receives just over £420k in core grant funding from the University. In addition the Union is funded for Union House, which has a current lease value of £788k. As previously reported, we are the UK’s most “commercially leveraged” SU- in other words the bulk of the union’s income comes in from trading activity. Our near monopoly on retail and alcohol sales provides an “in kind” grant to the Union that enables it to deliver significantly higher trading surpluses than other unions to fund directly charitable activity.

(We also receive ring-fenced partnership funding re Do Something Different via LTS, Buddying via Access Funding, the HSC Co-ordinator role and Funding from HEFCE for work on Project Courage; These are included with Departmental budgets)

The underpinning financial model agreed with the University assumes that the grant element is uplifted by (University) inflation- which means that the remaining increase in charitable costs has to be met from surpluses from our social enterprises.

The table below shows the Contribution by business stream. Within these figures are Career staff costs of c. £1.1m (current forecast)

We have been working hard over the past four years to drive efficiency from the trading and charity operations (both internally and through University partnership work) and to drive additional charitable outcomes from the Social Enterprises, but we are now unlikely to be able to find further efficiency savings of significance. In addition the recent issues around licencing in the Campus venue is likely to have an adverse impact on volumes in the short to medium term.

Trading surpluses have also been growing through student number growth and resultant turnover increases, but the ability for the SU to grow its trading surpluses have hit a ceiling due to shop floor capacity and LCR size.

The budget for 2018/19 allowed Capital Expenditure of £99k. This is below the sustainable level going forward which we generally allow at £200k p.a. Within this, the renewal of the Waterfront lease commits the Union to around £50k p.a. to meet lease-holder conditions.

The forecast out-turn for 2018/19 is to deliver Net Income, before non-trading costs, of £300,000, a shortfall of £30,000 against budget. This conceals a significant shortfall in trading performance compensated by a reduction in Career staff costs.

The estimates are based on the level of staff currently employed and therefore represent a staffing level below that of the agreed structure.

**Headline Pressures**

There are therefore five headline internal pressures that threaten the existing financial model:

* Current staffing levels exclude a number of posts currently vacant, including two senior management roles. The staffing structure will need to be reviewed over the summer to ensure that alternative arrangements are in place should additional funding not be available.
* Trading surpluses cannot be increased via student number growth as the space and outlets are at capacity- and they face inflationary pressures on costs
* Demand is rising significantly for key charitable services (ie societies, opportunities, representation, advice) as student numbers rise but headline grant increases are not forthcoming
* Pension deficit contributions into SUSS (the old SU Superannuation Pension Scheme) continue to increase following revaluation results.
* Housing: the housing market in Norwich has shifted rapidly with the swift rise in private student halls and with new legislation coming in, we decided to withdraw from the letting market in a phased process that leaves residual costs in that area.

The University faces pressures too. There is a strong “push” on growing surpluses in order to fund repayments on loans associated with the proposed capital plan; to respond to this the University is engaged in a project called “align” looking closely at all of its costs. The timing of this exercise is arguably overdue but may be unfortunate- there could be an assumption that the SU could take some efficiencies where in truth we have already squeezed very hard to find these in recent years. In addition there is some nervousness in the sector about the UG HE Fees review (the unit of resource is unlikely to go ***up***) and the recruitment position of the University more generally.

The University has also responded to recent tragic events by committing additional funds to Student Support Services. This is likely to reduce the amounts available to support the SU.

We have engaged proactively with the University to align a 5 year view of the Union’s funding requirement with their planning process. Within this conversation, the basic parameters remain as last year. i.e:-

* The SU accepts that the principal financial priority for the University is to be able to post increased cash surpluses in order to access borrowing to invest in the campus.
* However some of the additional revenue from fees from student numbers growth should be spent on growing campus services to keep up with demand, both generally at UEA and specifically within the SU.
* It is in both the SU and the University’s interests that the SU is able to maintain charitable service levels by planning the way in which it will meet financial pressures effectively.
* It is important that the future capital needs for the SU are understood and budgeted effectively esp within Estates.
* Where student number growth is creating pinch points on service delivery we should have an honest conversation about how these pressures might be met.





**1 | ADVOCACY & REPRESENTATION**

In this section you will find costs relating to the union’s advocacy function, including centrally run campaigns, full time officers and academic representation. A detailed explanation of the activity that each area covers is given below each subsection. This area supports these functions:

**We advocate on students’ behalf, both individually and collectively.**

* **Evidence** and **research** from the **whole student body** a key part of the union’s student voice activity
* More **support**, **training** and **development** for our student representatives
* Students **working with** academic and administrators to make **suggestions** and **solve problems**
* **Independent**, **flexible** student advice and advocacy service that **leads to policy change**
  1. **Advice and Student Rights**



The core function of this area includes the union’s professionally staffed Advice Centre, which provides help and advice to students on all issues. A triage reception is supported by student staff on the ground floor and the service offers drop in, remote and peripatetic services as well as provision of information on rights.

This budget area also supports the SU’s Nightline group, the SU’s participation in NUS’ Alcohol Harm reduction scheme and funds the provision of free tampons and sexual health products. Note whilst this area includes housing advice, it does not include costs or income related to Home Run or Home Let which are operated through a distinct team.

**1.2 Education and Engagement Unit**



This area provides dedicated support to academic representation, ensuring that school, faculty and institutional representation delivers real change for students through both staff support and the funding of convenors in schools and faculties. It also houses support for liberation societies, assemblies and support for Healthcare students delivered through a partnership with the school of Health and Social Care. It also has a research and policy function, ensuring that the union’s arguments for students are evidenced and powerful.

A range of annual initiatives come from this spend, including rep support, campaigns teams, and student led teaching awards. This area also manages a HEFCE funded project (Courage) on Postgraduate Mental Health.

**1.3 Student Leadership Unit**



This area houses the costs related to the union’s student leadership team, comprising the five full time officers and the wider student officer committee. It includes dedicated budgets for campaigns, elections, training and also include the annual affiliation fee to NUS. There is also a fund for automatic attendance for delegates to relevant NUS conferences and events. There is also a budget to support the wider student leadership structure. Note that costs relating to postgraduate campaigns have been moved to a single integrated PGSU budget within Education and Engagement.

**1.4 Housing Unit**



In previous years the Housing service, incorporating Homerun and Homelet, has been operated within the Social Enterprise area. The decision to withdraw from Homelet and focus on an advice service leads to this now transferring to the Charity Costs section of the estimates. The loss of Income from Homelet leads to an overall cost increase. This summary assumes that all staff are fully allocated to the Housing service, but in the final detailed internal budgets a proportion of staff time may be allocated to other departments, reducing the overall cost of the service.

**2 | OPPORTUNITIES & ACTIVITIES**

In this section we find costs relating to the union’s student opportunities function, including clubs, societies and student media. A detailed explanation of what each area covers is given below each subsection. This area supports these functions:

**We provide opportunities for students:**

* **Every student** taking part in **extra curricular**, ensuring activities are **student led** and **high quality**.
* Support all student volunteers and staff to use their **experience** taking part in student opportunities to **benefit them in later life**
* An exemplar in relation to **safety** and **risk assessment** and facilities geared around the **needs of active members**
* Support for the **full breadth** of student diversity to take part in the most **diverse** set of activities possible, reducing barriers to involvement and **setting and meeting targets related to diversity**.

**2.2 Societies, Student Media and Student Enterprise**



In this area there are direct support costs for the union’s award winning societies, including development of **student events** and **participation** strategies. There is also support for postgraduate students through **PGSU**, **Student Media**, accommodated in the union’s student media centre, as well as support for **Student Enterprise** and **International Student** activity.

This Unit also manages “**Do Something Different**” and “**BuddySU**” which are directly project funded by the University.

**3 | UNDERPINNING INFRASTRUCTURE**

In this area underpinning services that make the union work are housed. This includes costs related to union house, admin, HR, IT and Finance. A large proportion of infrastructure work serves the commercial activity and so is recharged to the commercial companies in terms of rent or service charges in the statutory accounts.

In this area we seek to achieve:

* **Well run, supported and functioning** student led **governance**
* High quality **management** and internal **processes**
* A strong **partnership** with University and others on infrastructure and culture
* Great stats- achieving an “**outstanding**” grade in every area of the **Students’ Union Quality Mark**

**3.1 Marketing and Communications**



In this area the communications team is housed, with full time and student staff running the union’s websites and union communications, as well as delivering design work and publications.

**3.2 People**



In this area we house all of the union’s centralised HR costs for our 80 career and 1000 student staff- staff training is courses for all staff attached to personal development plans. Management Development is specific training for the Heads of Department/Management Team. “Group PHI and Life Ass” is a an insurance policy that covers payments if staff are on long term sick or die in service. Legal covers ad hoc legal fees and HR Support is the cost of an external HR firm that delivers support. This area also houses initiatives on resilience and trade union membership.

**3.3 Operations and Union House**



This area covers the costs of operating union house and central admin costs- things like photocopying and telephones all get paid for from here, along with computing and post. We also operate the student reception and welcome team from here. A significant part of the costs in previous years was cleaning and maintenance, which has now been moved to the University, allowing a significant saving to be deployed on other priorities.

**3.4 Finance**



The union’s Finance function helps the rest of the organisation run effectively. It handles invoicing, accounts and supports officers and managers with data to help them make decisions and manage their operations. IT software costs are also housed here along with a series of legal functions such as audit and insurance.

**3.5 Strategic Development**



This area contains costs for the Senior Management Team (which has been benchmarked as the leanest SMT in relation to SU turnover in the sector) although as with other infrastructure areas a large proportion of these costs are recharged to the social enterprises in the statutory accounts. It also contains support for Full Time Officers, Priority Campaigns, Governance and Democracy including Council and Elections. Ad hoc legal support is also charged here.

**4 | Social Enterprises**

“Social Enterprises” are what we call the Union’s trading operations. We call them this because we don’t just run them for profit- we have social purposes too:

**Our ambitions for Enterprise**

* We will be run efficiently, to a high standard, and generate a healthy surplus that can be ploughed back into the union (making the link between surplus and service delivery for members much clearer)
* We will employ a high number of student staff who are paid well and gain valuable experience at all levels of our business
* We will be an exemplar in relation to safety, security, responsible retailing and ethical practices and purchasing
* In our programming and product ranges we will seek to meet the widest possible range of students’ needs, we will focus on minorities as well as majorities, and we will provide a platform for student talent to shine

These figures reflect the internal contribution we expect from each area. The total turnover of the SU is around £10m and these figures are not “profit” as they do not reflect the costs of infrastructure and management housed within the charity budgets above. Figures are adjusted to reflect these charges in the annual statutory accounts.



The figures above have been prepared with the following core assumptions:

**Retail and Catering**

* We will work to return shop sales to previous levels after a bedding in period under the SPAR partnership.
* We will continue to grow sales in Unio, building on our new coffee supplier and the success of new equipment.
* We will review our Value range, cautious of the impact on Gross Profit
* Unio will open all year round due to demand for social space which has an impact on staff and sales ratios
* Shop and PO opens all year round due to a large number of students on campus out of term which impacts on staff and sales ratios

**Bars/LCR**

* We will manage the impact of tightening licence arrangements by reviewing attendance numbers and staggered entry on club nights.
* Continuation of Barista Coffee to Bar Area - Incremental Daytime Sales / Plus Food Growth.
* Any price increases beyond those for duty/student staff inflation will fall on general pubic not students

**Waterfront**

* Having agreed a new lease we will invest in capital for the duration of the lease.

**General**

* Student staff wages will increase and we will need a budget for training and development
* We will continue with “Net Promoter” score research from students twice yearly
* We will review our partnership arrangements to ensure best value.

**Union Council**

**Election of UEASU Student Trustees for 2019-20**

There are four places for Student Trustees on the UEASU Trustee Board and they are elected by Union Council. The Board is the Union’s governing body. The Student Trustees’ role on the Board is to be an independent voice of ordinary students at Board meetings.

Candidates have submitted answers to standard questions as part of their application.

Please read the candidates’ answers below before you vote.

**SAMUEL CHAN**

***Please list any qualification, awards or studies you consider relevant to this role:***

Accounting & Finance undergraduate from UEA. –2018 to current

Won the ‘Business Guy’ competition, chosen from 50 groups with our excellence business plan, led the team to beat 9 competitors, being the most popular ‘business guy’ and having the highest turnover. –2017

Awarded merit in a case competition by HKICPA of Bauhaus –2016

Senior member of ‘擔挑’, a group of young adults who are committed to serve children. –2018 to current

Sunday school teacher of churches in Hong Kong and the UK. –2017 to current

Completed the ‘Creating Safer Space, Foundation Module Refresher 2016 edition’, a child safeguard training provided by The Methodist Church in the UK. –2018

***Please list any experience you have that is relevant to the role:***

Designed, held, and led icebreaking activities, field games, tournament, and arts and crafts for 30-100 children in each of the 7 summer camps held in Hong Kong and Taiwan.

Offered informed feedback for the HKSKH to improve children activities among 58 SKH primary schools in Hong Kong, contributed to changes that have been adopted.

Taught and led dances and songs for 30-100 children in each of the 7 summer camps.

Held discussions and guide young adults in trainings for summer camps.

***What skills do you have that will help you fulfil this role?***

Ideas – Offered suggestions for HKSKH to improve child activities, namely an improved timetable for summer camps.

Communication – Experience of presenting ideas to society groups and delivering presentations through my education. My English writing skills are developed, with my experience of writing English essays since I was 6-years old.

Initiative – I am able to spot problems and find solutions. As a senior member of ‘擔挑’ (youth group), I learned more about myself, and realised that I am very motivated and committed for task that requires much responsibility and authority.

***Why do you want to be a student trustee for the SU of UEA Students?***

I am applying as I am fascinated in the role, captivated by this opportunity to govern SU at a managerial level and to ensure every fund is used in the best interest of all UEA students. Usually, student union/association appears to be existing without a proper direction. Surprisingly, our student union has countless events that are facilitating UEA students to engage in uni life. As a student trustee I would aim to contribute my ideas to further intensify the relationship between SU and students.

**Daniel Cockburn-Evans**

***Please list any qualification, awards or studies you consider relevant to this role:***

UEA Bronze Award

My degree course – Business Information Systems. As part of this course, we are learning about ethical standards and how senior management operates/behaviour in organisations.

***Please list any experience you have that is relevant to the role:***

Student Member of the Bars and Venues Development and Oversight Board

I have previously offered feedback and improvements that the Union/University could take on board via email and by attending focus groups.

As IT Director for my father’s business, I have experience in creating and reviewing policies related to IT, such as GDPR.

I am also involved with the East Anglian tech sector, often attending meetings by tech charities and organisations like the Norfolk & Suffolk Cyber Security Cluster and Tech East and offer feedback/ideas for future development. I am a student member of the Institute of Directors.

***What skills do you have that will help you fulfil this role?***

From completing previous work experience as a radio DJ and working part-time in an electrical retailer, I have learnt how to communicate effectively and work in teams.

As someone wishing to pursue a future career within Cyber Security, I abide by high ethical standards, which is important in this role because when policies are being created and reviewed, you need to have an understanding if the change is ethically appropriate, and meets the needs of students, over and above any legal criteria.

***Why do you want to be a student trustee for the SU of UEA Students?***

Recent managerial decisions have led students to lose trust and become dissatisfied with the Student Union of UEA Students.

The Student Union is a critical part of University life as it forms a layer of communication between the students and the University, giving the students a way of voicing their concerns. Arguably it is the lifeblood and beating heart.

I would like to be a trustee, so I can lead positive change.

As trustee, I would like to focus my efforts on improving student welfare and the general university atmosphere.

Examples of current ideas include outdoor social spaces for student residences and improving the communication between SU and students.

These changes should ultimately ensure that students feel happier and regain their trust in the Union, making UEA a better place to study for all.

**Charles Flanagan**

***Please list any qualification, awards or studies you consider relevant to this role:***

As part of my studies I have partaken in numerous presentations which has developed my public speaking ability. This is beneficial as I am happy to speak out in board meetings regardless of the amount of people in the room. It has developed my confidence levels to not only be able to say what I think, but ask questions to get clarification in areas that I am not sure on.

***Please list any experience you have that is relevant to the role:***

I have already completed one year as a student trustee for UEASU and found it to be very rewarding. Getting the chance to voice my opinion and make decisions on behalf of my peers has been invaluable. I understand the full responsibility of the trustee role and the seven key areas involved in being a good trustee.

I have also thoroughly enjoyed being a member of the Finance Committee. By looking through the quarterly accounts I have deep understanding of UEASU financial position and have used this knowledge to aid my decision-making in board meetings.

***What skills do you have that will help you fulfil this role?***

I have developed the ability to be critical whilst being fair and just with decisions made. Furthermore, my openness and selflessness make me perfect for the role as I am willing to put my best interests to the side, in order to make decisions that benefit the organisation.

The ability to scrutinise documents and potential decisions has developed during my time with the SU. It has got to a level where I am comfortable to openly debate topics with people both inside and outside board meetings. This skill is critical as it provides the SU with the best decision possible as all avenues are explored before the decision is decided upon.

***Why do you want to be a student trustee for the SU of UEA Students?***

I would like to be a student trustee as I am driven by the charitable activities I take part in and enjoy acting on behalf of students. I feel as though I have a firm grasp on the position after doing it for a year and will be able to contribute more and more as I carry on in the role.

**Sebastian Lajos**

***Please list any qualification, awards or studies you consider relevant to this role:***

OSD B2 German Language Certificate, Modules: Global Politics 1 (autumn), currently enrolled on Global Politics 2.

***Please list any experience you have that is relevant to the role:***

Do Something Different Ambassador, academic teamwork for presentations and debates in seminars, coursework completion.

***What skills do you have that will help you fulfil this role?***

I believe that the study of Politics has provided me with a highly suitable background for this role. I have thus furthered my understanding of a wide variety of affairs, executive, legislative, socio-economic and cultural. At the same time, being an EU student with a mixed ethnic background has provided me with a first-hand insight into the complexities of a multicultural society. I am fluent in both written and spoken Romanian, Hungarian, German and English. My language skills have offered me highly valuable intercultural insights over the years. Given the diversity of our own university, I am convinced I can use my personal experience to the benefit of all fellow UEA students, understanding their perspectives and needs.

Being a Do Something Different Ambassador has taught me a lot in terms of professionalism and reliability while also making me a more engaging person with initiative and a positive attitude. For my seminars I often had to prepare for a group debate or a team presentation. Thus I have learned about the value of teamwork, flexibility and adaptability. I have learned how to respond promptly to unforeseen schedule-related challenges and above all that teamwork is about reconciling a set of different visions and ideas for the greater benefit of the group and in service of the most satisfactory final outcome. Completing my coursework has enhanced my time management skills and also contributed towards my adaptability, required by sometimes overlapping deadlines.

Preparing a written assessment is a constant process of decision-making, regarding which bits to expend upon, which to contract or leave out. It is just a series of drafts constantly edited, until this incremental process generates the best possible result. I have learned that it is imperative to start with a set plan. However, I came to realise that it is at least as important to constantly adjust and find the right balance, the best compromise. I believe that all these lessons put me in a good position to understand what the work of a student trustee is really about. All these contexts I've experienced made me realise the value of being a quick, humble and eager learner. That is what has constantly driven me to improve on my initial lack of experience.

I am convinced that, thanks to this set of skills I can make a solid contribution to the Trustee team having the right amount of initiative, but also the willingness to compromise and constantly reassess the given options, making the best possible decisions, prioritizing the interests of my fellow students.

***Why do you want to be a student trustee for the SU of UEA Students?***

I know we need reliable, passionate and involved people to defend our interests. I would like to grasp this opportunity to put my diversity and versatility in the service of the public good. I feel I have reached a stage in my life where I can build on my wide­ ranging experiences with a great sense of initiative to contribute towards and improve the situation of other students just like me. I would be more than glad to make sure everything is done for their good.

**Karolina Roszkowska**

***Please list any qualification, awards or studies you consider relevant to this role:***

Studying law at UEA over this past year has opened my eyes to how everything and everybody needs to be held accountable, either by the law or by other decision-makers and people in power, such as this Board. In each of my modules, I have learned the skill of critical analysis, which I now apply to my life and the world outside of my course. I believe this skill is crucial for anyone in a position of authority to have, as it forces you to question ideas, rules and various bodies, and determine what is wrong or unfair about them, and what can be improved. This would fit in well with one of the tasks of a student trustee, which is ensuring that the SU upholds the law and follows the guidelines laid down by the Charity Commission. I am currently running for the position of Welfare and Academic Officer for the Law Society committee, and if elected, my job all year will be exactly what is required for critical analysis (questioning, examining, refining), in an effort to improve the learning experience for law students at UEA.

***Please list any experience you have that is relevant to the role:***

Being a first-year, I haven't had access to as many opportunities and leadership roles as older students; however, I have been the First Year Rep in two societies - Debating and American Law - where I listened to the society members' feedback and suggestions for events or activities, and have informed the societies' president and vice-president. I have also been elected Course Rep on my Law with American Law course, which has been an invaluable opportunity that has allowed me to attend Student and Staff Liaison Committee (SSLC) meetings all year. At these meetings, I actively participated by sharing concerns about the way the course or the law school was run, on behalf of my course­ mates and myself. I also suggested how the law school faculty could help make the course better for us, for instance how we could get the most use out of the feedback we receive for our summative assessments. By doing this, I was challenging the law school and its policies, as it was important to me that they knew what the law students' perspective looked like, and not just the perspective of the faculty and people in power. This was a position of responsibility, as I represented a large group of people, and it was an opportunity to use my voice to speak up and address numerous issues. I am currently running in the election to be Course Rep for next year as well.

I am also currently running for the position of Secretary for the Commercial Awareness Society, as well as Treasurer for the American Law Society. Both of these involve a great deal of responsibility and trust that the committees and societies would place in me. Having been a secretary in Student Council during my final two years of high school, I have been trained in managing those sorts of responsibilities as well.

***What skills do you have that will help you fulfil this role?***

I think I am a very responsible person who has a strong work ethic and a lot of self-discipline. I can be very critical of other people, operations and ideas, and I am not afraid to speak up and share my views. I think I have very good organisational and time­ management skills, which I know are vital in any role. I am fully committed to any project I take on, and am able to dedicate my time and undivided attention to it.

***Why do you want to be a student trustee for the SU of UEA Students?***

I want to be a student trustee, as I would like to improve my decision-making and leadership skills even further, and finally be in a position of higher authority (compared to the positions I have held so far) to scrutinise the effectiveness of the SU's operations and policy. I believe that being a student on this Board would be an advantage to the rest of its members, as I would be able to give a unique students' perspective on numerous issues, and share views that members in more senior positions may not have considered.

It would be a huge privilege to be given the trust and responsibility of tasks like setting the Union's future strategy, and would be an extremely significant and rare opportunity for a student to gain this sort of experience at the top level of such an important and valuable organisation. I do not hold any elected office in the SU - nor am I planning to next year - and I am not a member of SU student staff, so I would like to reassure you that I will be impartial and will do my absolute best to be an effective scrutiniser of the SU. It would be a genuine honour to be chosen for this position. Thank you.

 **Student Group Constitution**

Group Name:UEA Love Peer Support Group Date: 26.04.2019

Main group contact (uea email address): a.mckendrick-hyman@uea.ac.uk

## 1.1 The group shall be 'The Union of UEA Students' group, herein after termed 'the group'.

2.2 (if your student group **already exists** DO NOT fill this in)

The objects/aims of the group shall be

The aims of my peer support group is to provide, support, community and opportunities for students who are facing the death of a loved one either before or during university. University is a time of huge change for the majority of students however having to suffer loss while also attending university can isolate students leaving them unable to relate to anyone or have someone to turn to.

1. The group shall abide by Union policy.

### Membership:

1. Membership shall be open to all ordinary, associate or life members of the Union and to any student registered at the UEA who has opted out of membership of the Union.
2. Members shall be those that have paid the current subscription fee, which shall be determined by the Committee of the group.

5a. (High risk clubs only) And members who recognise that their activity contains a risk of personal injury or possibly death. Members must be made aware of and accept

these risks, and agree to be responsible for their own actions and involvement.

1. Members shall be entitled to participate in all activities of the group, and shall be entitled to full use of the groups facilities (in accordance with the student group code of practice where one exists).
2. Peer support groups have no recorded membership and are open to all ordinary members, associate members, honorary associate members, life members or honorary life members.

### Committee:

1. The Committee shall consist of a) the President, b) the Treasurer, c) the Secretary, and d) two others. All members of the Committee must be ordinary members of the Union.
2. The Committee members shall be elected annually and shall hold office for a year, unless they resign of their own accord or are forced to.

10. The Committee shall:

1. Administer and organise the group’s activities and rules.
2. Allocate specific responsibilities to Committee members.
3. Decide in conjunction with the group’s members, the group’s policies.
4. Ensure the group abides by, and fulfil their duties in accordance with the Bye-Laws, this Constitution and policy.
5. Decisions at a Committee meeting shall be reached by a simple majority of those present and voting.
6. Any decisions made by the Committee can be overruled by a 2/3 majority of those present and voting at a group meeting.
7. Quorum for a Committee meeting shall be 1/2 of Committee members.
8. All or any of the Committee members shall resign if 1/2 of the group’s members present and voting at a group meeting, vote in favour of a motion presented at that meeting demanding such resignation.

### Group Meetings:

1. Each group meeting must be advertised three days in advance during term time. The meeting shall be held in that term. A group meeting shall be called if 1/4 of the group members present a petition requesting a group meeting. The meeting shall take place within five days. Only ordinary members of the Union who are members of the club may vote at group meetings.

### Elections:

1. Only ordinary members of the Union who are members of the group may stand and vote in elections within the group.
2. Notice of election process will be provided by the Union, whereby elections are processed on Student Union website.
3. Ordinary members will place their own nomination on the website. Nominations will be seen by all ordinary members of the group and will be voted upon via single transferable vote (STV). Each candidate signifies their consent to be voted up by placing their nomination on the website.
4. Each post shall be voted on separately and the candidate with the most votes shall win.
5. No individual member may hold more than one Presidency of a student group and no more than three committee positions within groups.

### Finance:

1. The group shall abide by all the Union finance regulations. The group must not hold a separate bank account and shall place all its funds with the Union of UEA Students.
2. All the group’s equipment shall be the property of the Union.
3. Expenditure in excess of £100 should be notified to Union staff before it is spent and approved as all other transactions by three committee members.
4. Should this group be inactive for a full academic year, its constitution shall become invalid and its pecuniary funds and capital assets shall become the property of the Union.
5. Peer Support Group finances are provided by and controlled by the Union, whereby an application to use this money will need to be made.

### Constitution:

1. Any change in the Constitution shall require a 2/3 majority of those present and voting at a group meeting advertised at least five days in advance. These changes must be approved by Union Council.

### Equal Opportunities:

1. The Union of UEA Students is committed to equality of opportunity for all

# We, the undersigned, being the committee of the above Union of UEA Students student group have read this constitution and accept that we are bound by its provisions.

**Signed**: President:Ailsa Mckendrick-Hyman **Date**: 24.04.19

Treasure Ailsa Mckendrick -Hyman Secretary Dan Siddorn

**Student group name:**

**How do you feel the support group will benefit members?**

This support group will benefit it’s members by providing a community for students who are suffering loss. I hope to organise socials for the group which gives a sense of belonging, help

members in the group create supportive relationship and also just provide a space for students who are going through something really difficult to have fun. The group will also work with the SU to run workshops on issues that effect half / orphans like renting without guarantors, importance of credit scores, careers advice and general life advice we miss out on.

**Please explain how you are different from other student groups?**

We are different from any other student groups because we are unique in ‘who’ we support. After talking to bereaved students we do feel invisible to other students, the SU and student support.

**How will you advertise to gain new members?**

We try to create an online social presence in the UEA community using Facebook, Instagram and Twitter. Traditional advertising through leafletting, posters and banners around UEA, especially in the academic hubs and in the student support building(with consent). Lastly we would hope to have a space in freshers fair and in The Hive so we can talk and meet students.

H**ow will you ensure your group is inclusive to a diverse range of members (e.g. master's and PhD students, international students, BAME, LGBT+, students with disabilities, Women+)?**

Unfortunately death is inclusive, so this group will welcome anyone who is suffering loss. We will make sure all socials are inclusive to those with disabilities and also make sure no socials are alcohol based

**How will you ensure that all members, regardless of ability/disability could to take part in your activities (e.g. meeting in accessible rooms, consider visible and invisible disabilities)?**

We will first ensure our socials are well publicised as open to all and friendly so no one feels like they aren’t able to attend. We will make sure all rooms and activities are accessible to all in our group. We could ask people to let us know in advance if they have allergies / requirements etc.

**What potential ideas do you have to raise money?**

We could use traditional fundraising methods such as bake sales. But also sell tickets to activities and use the profit to fund more events

**How will you make sure your group can continue after this year/after you graduate?**

I will make sure we establish good relationships with students throughout the university which who are also passionate about the group. We will also help with the hand over process as much as possible to make it easy

**How do you plan to provide a supportive and enjoyable experience for your members (e.g. what tasks will each of your committee take on, how will you ensure events are held regularly)?**

Our committee will take on tasks organising socials \*hopefully\* once a week these can’t all be expensive socials but even movie nights or coffee meet ups help people feel less isolated. I will also work with the US to make practical skills workshops, this isn’t fun but it’s vital for orphans and half orphans. Lastly I want to work with local charities such as Big C and Nelson’s Journey so our group can be part of the wider Norwich community.

**How will you safeguard your committee and members, including safety, well-being and healthy boundaries?**

This isn’t something I know a lot about (but willing to learn). I will make sure all our activities have a health and safety check where relevant. I will also make sure that the group knows they can turn to student support for more help if needed.

**How will you communicate with your members and how often (e.g. how often will you send emails, post on social media, etc)?**

I will set up a UEA mailing list to give info on activities for the week within our club and round the university. I will also set up a Facebook group where committee can post more regularly about information which may interest our group.

**What collaborations could you do with other student groups?**

We could collaborate with nearly every group in the university. Part of losing someone makes you feel separate from people so working with other groups would help our members feel included in the UEA community. We could work with the other support groups around UEA for bigger joint socials like Christmas /summer ball. We could also work with sports clubs for give it a go session making sure our members really get the best of every opportunities at UEA

**Do Something Different is our yearlong programme to get students to try something they wouldn’t otherwise get to try. You can get up to £40 per session you put on. What would you plan as a Do Something Different event?**

Obviously it would be difficult for our group to hold do something different sessions however we could just have a social open to people who aren’t in the group.

**Are there any events you would like to run annually?**

I would like to run events around Mother’s Day and Father’s Day these are days our current group has already said they need more support or something to keep them occupied on these dates. I would also like to host a Winter Ball maybe linking with other societies for this.

Please provide a provisional calendar of socials for the year (including at least two non-alcohol socials):

|  |  |  |
| --- | --- | --- |
| **Date** | **Event** | **Alcohol or Non-Alcohol Social** |
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**Do you have all the equipment you need to function, and if not have you made any plans for how to obtain this? (e.g. fundraising, contacting relevant University Departments).**

I would need to print flyers and posters to advertise the group I would need to find funding for this. Also to put deposits on venues for things like winter formal will need money upfront which currently we don’t have.

**What are your concerns about running the group (e.g. having enough committee members, budgets, etc)?**

I am concerned about budgets as people are unable to buy membership

1. https://docs.google.com/spreadsheets/d/129n\_4oYMsIAUTfiV0D69PEZukvXVZK7L9MzVLQJh2x8/edit#gid=1675125375 [↑](#footnote-ref-2)
2. https://www.yusu.org/student-voice/your-officers/part-time-officers#bame [↑](#footnote-ref-3)
3. https://www.su.nottingham.ac.uk/make-change/your-officers/bme/ [↑](#footnote-ref-4)
4. http://studentsunionucl.org/make-change/representing-you/who-can-help-you/bme-students [↑](#footnote-ref-5)
5. https://soasunion.org/democracy/unionexecutive2017-2018/people-of-colour-officer/ [↑](#footnote-ref-6)
6. https://www.bbc.co.uk/news/newsbeat-46432710 [↑](#footnote-ref-7)
7. https://www.independent.co.uk/news/education/education-news/racism-uk-university-students-campus-nus-incidents-a8390241.html [↑](#footnote-ref-8)
8. https://www.huffingtonpost.co.uk/entry/uea-student-deaths-mental-health\_uk\_5c8a47dfe4b0fbd766213fbc [↑](#footnote-ref-9)
9. http://studentsunionucl.org/articles/meet-students-for-students-peer-support-group-coordinators-0 [↑](#footnote-ref-10)
10. https://www.mentalhealth.org.uk/a-to-z/p/peer-support [↑](#footnote-ref-11)
11. https://www.eadt.co.uk/news/nsft-chief-executive-antek-lejk-is-moving-on-1-5944619 [↑](#footnote-ref-12)