



students  
transforming

# Union Council Agenda

**Thursday 15 November 2018**

**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 Xenia, the Campaigns & Democracy Coordinator [x.levantis@uea.ac.uk](mailto:x.levantis@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 Xenia at [x.levantis@uea.ac.uk](mailto:x.levantis@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](#), and its attached rule book, the [Bye-Laws](#).

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.

### 2305\* Membership

To note The list of members notified to the Campaigns & Democracy Coordinator, by 12pm on Monday 5 November 2018 who together with the Student Officers make up the Council.

### 2306\* Remit of Union Council

To note That pages 5-8 of the SU [Bye-Laws](#) outline the functions and responsibilities of the Union Council and are available.

### 2307\* 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](#).

### 2308 Minutes of the Meeting held on Thursday 1 November 2018

To receive The minutes of the meeting held on Thursday 1 November 2018.  
*pages 12 -21*

To approve The minutes as a true and accurate record of the meeting.

**2309**

**Notice**

To note

Union council chair to give an update on the format of Union Council motion proposals.

**2310**

**Appointments**

To note

Union Council elects representatives to some University and SU committees. Nominations took place for these positions during the agenda cycle the Union Council meeting on Thu 18 Nov 18.

For the following Union Council representative positions elections, Re-Open Nominations was elected.

To appoint

Therefore, Union Councillors are invited to nominate themselves for the following vacant positions.

**UEA / uea(su) Change the Culture Taskforce**

This is a University-wide group that is working to eliminate any form of sexual harassment, sexual or domestic violence, hate crime and racially or sexually offensive language from campus. The taskforce has several sub-groups working on specific areas each of which will have student reps on.

Great opportunity for Councillors with a campaigning interest in human rights and chance to bring your ideas to the University.

Places for up to nine Councillors.

Timetable to be worked out: will be meeting several times over the year.

**uea(su) Appointment and Human Resources Committee**

This is a sub-committee of the Trustee Board (our governing body): it deals with appointing External

Trustees and senior Union staff (including the CEO). It also sets the appraisal structure for reviewing the performance of the CEO and HR strategy (how we treat our staff). You will be a full voting member and can ensure that Council has a voice on the committee.

One vacant place to be filled by a Union Councillor.

Meets four times a year.

**Democratic Procedures Committee**

The DPC works to help Council run smoothly and ensure that it is as open and inclusive as we can make it.

Committee members support and advise the Chair during the meeting. After Council they meet to analyse what went wrong and what worked and then suggest changes to the Chair.

DPC also have a strategic role: they look at all of our democratic processes and how to improve them.

Four vacant places to be filled by Union Councillors.

Meets four times a term and has a strategy all-day meeting in the summer.

**2311**

**Matters Arising**

To receive

Any matters arising from previous minutes not covered elsewhere on the agenda.

**2312**

**Club, Society and Peer Support Group Constitutions**

To approve

That standard Constitutions have been received from:

**a) Clinical Specialities**

With more than 60+ societies specialising in medicine, it hard to know which is the right one for you, the aim of this society is to help students decide and gain exposure to life after university. Furthermore once graduating it can be very competitive, our goal is to show students, that they can make themselves strong candidates for whichever field they chose.

**b) Endocrinology**

The aim of the society will be to promote endocrinology as a career pathway for medical students and all other students interested in the specialty. I will also organize revision sessions that may be given by the committee/volunteer students/doctors for students studying endocrinology and these will take place 3 times a year (as there are 3 rotations) – In addition, we would arrange other endocrinology related talks and events

**c) Norwich MedTech**

To promote and raise awareness the Medical Technology field to UEA Students. Provide opportunities for students to develop key skills that would aid them in a career in MedTech (eg. Coding). Be a hub for multidisciplinary collaboration in the field of MedTech (give students a chance to network with other professions)

**d) Psychiatry Society**

The society wants encourage medical students who have an interest in Psychiatric medicine as a possible career option by promoting this specialty through careers events, workshops, and revision sessions.

**e) Italian**

Ciao a tutti! Welcome to the UEA Italian Society 2018/2019! Our society is run by Italian students at the University, with the aim of uniting Italians and anyone else interested in the culture. We will be organising social events, Italian dinners, nights out, coffee events, guest talks and other cultural activities. We are also happy to take on board any other suggestions regarding these events! Anyone is welcome to join no matter where you're from, whether you're here to enjoy the food, meet an Italian stallion or soak up some Italian culture. We are all very friendly so don't hesitate to approach us or contact us if you have any questions or suggestions.

**f) Rounders**

An inclusive sport for all, beginners or experts, to get fit and be part of a team activity.

**g) Saved 2 Save**

An established community organisation focused on the salvation of believers and non-believers. We make connections with Christian organisations outside campus, in the community and also support them to the capacity that was can e.g Prayer meetings in the N&N hospital.

We encourage, equip and empower students on campus by sharing our experiences (Testimonies) which will help equip other students to deal with unpleasant/worrying situations they might come across whilst at University and beyond.

To note

Before new Societies, Clubs and Peer Support Groups are sent to Union Council for approval the Societies Executive will consider them and make recommendations.

The following recommendations were made by the Societies Executive Wednesday 31 October 2018:

| <b>Proposed society</b>     | <b>Exec Recommendation</b>  | <b>Context</b>  |
|-----------------------------|---|---|
| <b>Clinical Specialties</b> | Due to soc exec's medical rep position being vacant, they did not feel qualified to make a recommendation | Exec thought their focus on careers could overlap with Medsoc significantly and might work better as a sub-group.         |
| <b>Endocrinology</b>        | Yes   | Many medical specialty societies already exist on campus and are very successful.   |
| <b>Norwich MedTech</b>      | Yes   | Some overlap with computer science because of their focus on coding, but different enough to be their own society as they |

|                     |     |   |
|---------------------|-----|---|
|                     |     | are focused on coding in a medical context only.  |
| <b>Psychiatry</b>   | Yes | Many medical specialty societies already exist on campus and are very successful.                     |
| <b>Italian</b>      | Yes | Cultural societies are important and popular on campus  |
| <b>Rounders</b>     | Yes | Very popular sport, cheap to join, doesn't require much equipment.                                    |
| <b>Saved 2 Save</b> | No  | Exec felt this was too similar to the work of Christian union and other Christian societies on campus |

# 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.

### **2312 Reports from SU and University Meetings**

To receive Any reports from Union Council Representatives on University Committees.

To consider Appropriate action.

### **2313 Student Officer Committee Report**

To receive Reports from the Full Time Officers.  
pages 23 – 34

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.

### **2314 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.

**2315 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.

**2316                    Open Discussion**

To note                    The Student Officer Committee will lead this section of the meeting.

To discuss                    This meeting's Open Discussion topic:

**Accessibility: making the SU more accessibility**

## 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 Xenia, the Campaigns & Democracy Coordinator, [x.levantis@uea.ac.uk](mailto:x.levantis@uea.ac.uk) as soon as possible after you find out it has been rejected. The deadline for amendments to reach Xenia is 48 hours before the start of the meeting.

### Current policy

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

**2317**

#### **Censure of Postgraduate officer**

To receive

A motion Proposed by Lewis Martin (Mature Students' Assembly Council Rep) and James McLean (Postgraduate Committee).

*page 36 – 37*

To consider

Appropriate action.

**2318**

#### **Time, Date and Place of Next Meeting**

7pm, Thursday 29 November 2018, Lecture Theatre 2



# housekeeping

- minutes of last meeting
- societies exec recommendation of new societies
- list of vacancies for council representatives on university and union committees



|                 |   |
|-----------------|---|
| <b>Meeting</b>  | Union Council                             |
| <b>Date</b>     | Thursday 1 November 2018                  |
| <b>Time</b>     | 7pm – 9pm                                 |
| <b>Location</b> | Thomas Paine Study Centre Lecture Theatre |
| <b>Author</b>   | Xenia Levantis                            |

## Key Points

- ELSA and Gastroenterology Society constitutions were approved
- Union Council hosted an open discussion on ***How can the SU students balance and manage the many aspects of their lives.***
- Passed policy on:
  - Creating EDICT, a new Equality, Diversity and Inclusion Committee
  - Make the SU Shop Accessible
  - Providing Benefit Information to Students

## Voting Members present

**James McLean** (Postgraduate committee); **Amy Atkinson** (Student officer committee); **Chloe Crowther** (Student officer committee); **Georgina Burchell** (Student officer committee); **Hannah Murgatroyd** (Student officer committee); **Henry Bowen** (Student officer committee); **Jenna Chapman** (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); **Thai Braddick** (Student officer committee); **Zoe Freeman** (Student officer committee); **Karla Primc** (Amnesty International); **Anna Deas** (Arti History); **James Willcock** (Assassins); **Jack Jones** (BIO); **Selwin Fernando** (Chemistry); **Molly Ainger** (Environmental Science); **Ellie Robson** (Feminist book club); **Ian James** (Green Growers); **Samantha Farzad** (Language and communication studies); **Oliver Healey** (Literature); **Maddie Bransfield** (Nursing); **Ethan Pooley** (Pharmacy); **Omari Edwards** (Philosophy); **Amelia Court** (Publishing); **Jude Beckett** (Quiz); **Mali Hitchcock-Brown** (Rock and alternative music); **Tansy Jones** (Ballet); **Ben Smith** (Boxing); **Eleanor Lee** (Dance Squad); **Natalie Jones** (Fencing); **Eleanor Armstrong-Mortlock** (Trampolining); **Laura Overton-Hore** (Polo society); **Kavan Fallows** (School convenor-ENG); **Paige Green** (School convenor-EDU); **Roo Pitt** (School convenor-PPL); **Sarah Gardener** (School Convenor-PSY); **Cameron Bay** (School convenor-NBS); **Zinnia Bugg** (School convenor- CHE); **Krish Hughes-Rai** (Faculty convenor-SCI UG); **Ellie Reeves** (LGBT+ campaign-women's place); **Rebecca Foreman** (Non-binary & women's network-open place); **Abbey Doorman** (Disabled student liberation society-open place); **Emilia Bugg** (Disabled student liberation society-SPLD and Autism Spe present); **Anders Sinclair** (Welfare, wellbeing and community subcommittee rep); **Lewis Martin** (Mature students assembly- council rep); **Sam Mellenger**; **Rebecca Stothard** (3<sup>rd</sup> year English literature course rep); **Alex Rees** (3<sup>rd</sup> year actuarial science course rep); **Alex Quinn** (Documentary society); **Freya Bakko**; **Kasia Kostka** (ELSA); **Sophie Bunce** (concrete); **Liam Self** (Music); **Yihong Wang** (Engineering).

## Chair

Elliot Folan

## Deputy Chair

Dan Box

## In Attendance

X Levantis (Campaigns & Democracy Coordinator) J Clare (Head of Campaigns and Policy), Toby Cunningham (Deputy Chief Executive), S Atherton (Campaigns and Democracy Officer-elect)

The chair opened the meeting and conducted a quorum count.  
45 Union Councillors were registered as being in the room.

**2289\***

### Membership

The chair noted that the members of the meeting were those notified to the Campaigns & Democracy Coordinator, by 12pm on Monday 29 October 2018 who together with the Student Officers make up the Council.

**2291\***

### Remit of Union Council

The chair noted that pages 5-8 of the SU [Bye-Laws](#) outlines the functions and responsibilities of the Union Council and are available.

**2292\***

### Standing Orders Governing the Conduct of Union Meetings

To note

The chair noted that the standing orders governing the conduct of SU meetings are on pages 13-18 of the SU [Bye-Laws](#).

**2293**

### Minutes of the Meeting held on Thursday 18 October 2018

To receive

The chair introduced the minutes of the meeting held on Thursday 1 October 2018. The chair asked Union Council for comments. No comments were raised, the chair moved council to a vote on whether they accepted the minutes as an accurate record of the meeting.

The votes were as follows:

| Option      | % Vote | Total |
|-------------|--------|-------|
| For         | 85%    | 46    |
| Against     | 2%     |       |
| Abstentions | 13%    |       |

Union Council approved the minutes.

**2294**

**Appointments**

To note

The chair noted the following appointments:

**Democratic Procedures Committee**

**Lewis Martin** Mature Students Assembly (Chair)

**Omari Edwards** Philosophy Society Representative

**Thai Braddick** Non-Portfolio Officer

**Maddie Bransfield** Nursing Society Representative

**uea(su) Code of Conduct Disciplinary Hearing Panel**

**Anders Hugo** Welfare Rep for Disabled Students Liberation Society

**Jack Jones** Biology Society Representative

**uea(su) Finance Committee**

**Jackk Annand** Entrepreneurship Society Representative

**Anush Ganesh** Postgraduate Committee (Chair of Postgraduate Assembly)

**uea(su) Appointments and Human Resources Committee**

**Anush Ganesh** Postgraduate Committee (Chair of Postgraduate Assembly)

RoN

**UEA / uea(su) Change the Culture Taskforce**

RoN

**UEA Estates Forum**

**Hannah Murgatroyd** Students with Disabilities Officer

**Jim Read LGBT+ Officer** (Trans & Non-Binary Place)

**2295**

**Matters Arising**

The chair asked for any matters arising and none were raised.

**2296**

**Club, Society and Peer Support Group Constitutions**

The chair introduced the constitutions that were deferred from the previous meeting.

That standard Constitutions were received from:

- a) ELSA (European Law Students' Association) Society** whose objects shall be: "aim to promote, establish and develop mutual understanding, cooperation and personal contacts between law enthusiasts"

The following information was also submitted to Union Council by the proposer of the society:

*In response to your request, here are the differences between the European Law Students' Association (ELSA) and the Law Society:*

- *European Law Students' Association is the biggest independent, non-political law students' organization in the world. It was founded in 1981 and since then, it has gathered over 50,000 members in 44 countries around Europe.  
ELSA UEA shall be a local group of this organization.  
The Law Society is an independent students' society created at the University of East Anglia, which gathers students only from UEA.*
- *As a local group of ELSA, we will be able to participate in various opportunities organized by ELSA as well as organize some of our own in the future. This includes summer/winter law schools, international and national conferences, internships just for ELSA members and legal competitions. Only a member of ELSA can take part in the mentioned activities, therefore members of the Law Society do not have this opportunity.*
- *ELSA UEA is mostly (but not only) focused on collaboration outside the university – by contacting and networking with other local groups and taking part in national/international activities. The Law Society focuses on the competitions and events exclusive for UEA students.*
- *We used to have an existing ELSA society (with the constitution written in 2005), yet it was sadly dissolved approximately a year ago. This proves that it had existed alongside the Law Society for over 12 years without any problems.*
- *There are other local groups of ELSA active at the seventeen British universities and they all exist alongside the Law Societies from their university.*
- *We have also contacted the Law School and the president of the Law Society and received support from both.*

The chair asked for any questions from Union Council and none were raised.

The Chair moved Council to a vote.

The vote was as follows:

| <b>Option</b> | <b>%<br/>Vote</b> | <b>Total</b> |
|---------------|-------------------|--------------|
| For           | 71%               | 49           |
| Against       | 10%               |              |
| Abstentions   | 18%               |              |

European Law Student Association was approved.

- b) Gastroenterology Society** whose objects shall be: "To provide peer-assisted support and teaching relevant to the Gastroenterology Module (Module 8) taught during year 3 of Norwich Medical School. To aid as a resource for medical students who have already studied or are currently studying Gastroenterology seeking revision opportunities"

| <b>Option</b> | <b>%<br/>Vote</b> | <b>Total</b> |
|---------------|-------------------|--------------|
| For           | 68%               | 47           |
| Against       | 21%               |              |
| Abstentions   | 11%               |              |

The Gastroenterology society was approved.

The chair noted that before new Societies, Clubs and Peer Support Groups are sent to Union Council for approval. The Societies Executive will consider them and make recommendations.

The following recommendations were made by the Societies Executive on the 17<sup>th</sup> October 2018:

| <b>Proposed society</b>                         | <b>Exec<br/>Recommendation</b> | <b>Context</b>   |
|---|--------------------------------|--|
| <b>ELSA (European law students association)</b> | Yes                            | Previously existed at UEA and very successful at other universities in the UK and abroad                   |
| <b>Gastroenterology</b>                         | Yes                            | Specific discipline medical socs already exist and are very popular. E.g. cardiology, respiratory, ENT etc |

2297

### **University Committee Reports**

The Chair asked Union Council for any reports. No reports were given.



## Student Officer Committee Report

### Reports from the Full Time Officers.

Liam Deary chair of SOC gave a report on the FTO activity over the past 2 weeks

- **Martin - Postgraduate Education:** Planning national PG officer collaboration. Delivering course rep training, meeting Student Partnership Officers and attending Student Staff Liaison Committee meetings, while successfully continuing PG sport capacity increase. He also attended the Quality Assurance Agency for higher education's Quality Matters conference.
- **Sophie - Campaigns and Democracy:** People's Vote March – advertised and successfully filled a coach full of students to attend the march on 20th October. Organized for Norwich City Council to have a presence in the Hive on 30th October and 13th November registering students to vote. She also met with Phil Steele (Head of Sports and Commercial Services within the university) to go over plans for accommodation.
- **Jenna – Undergraduate Education:** Delivering training for more than 100 course reps. Met with the University to discuss improvements to the Student Staff Liaison Committees (SSLCs), as well as met the Academic Director for taught programs to discuss mental health training for all academics, especially senior advisors.
- **Georgina - Welfare, Community and Diversity:** Working to recruit a new Chief Executive. Planning the Sexperience campaign, to be launched on the 14th November and attended a meeting of the university's Equality and Diversity Committee, where they discussed gender neutral toilets, the BAME attainment gap, and a new guide for staff to aid students who are transitioning.
- **Oli - Activities and Opportunities:** Launching the Movember campaign. Working on the recruitment of a new Pro-Vice Chancellor. Began discussions with the University to move the Wednesday afternoon cut-off back, to 1pm. New Societies Fayre yesterday.

Henry Bowen deputy chair of SOC reported on the PTO activity over the past fortnight.

- **Movember Starts Today! – Oli, Harry, Amy, Rob.** We have been continuing to working with a Movember ambassador to plan the campaign, with lots of exciting fundraising events coming up including a football tournament + sports activities in the hive. Lots of great reactions already across the university. Sign up online and get your 'mospace' now! £575 were already raised for Movember
- **Representing students with Disabilities – Hannah.** Planning Disabled History Month. Attended Access All Areas (UEA ran wheelchair accessibility campaign). Collating information on Universal Credit and how it will affect disabled students.
- **BAME Attainment Gap – Thai** Went to Nottingham Trent SU to speak on a panel about the BAME attainment gap.

- **Black History Month – Ryan.** Organizing a showcase for Black History Month with a performance from an award winning artist, an open mic, and an art and photography display. Helping with BAME focus groups. Looking to work further with Pride on intersectional matters. Planning for a Christmas meal with Society Alive.
- **LGBT + Activism – Jim and Liam.** Working on updating the union's LGBT+ Policy. Planning for Trans Awareness Week and Trans Day of Remembrance, 12th-20th November. The Gender Recognition Act consultation has finished – thank you to everyone who responded! Raising awareness of the government consultation on Relationship and Sex Education in schools – google 'RSE consultation' or ask Liam for more information! Liaising with the university to improve the name change process for trans students.
- **Women – Amy.** Held the first Non-binary & Women's network meeting. They have begun their campaign planning for the year. The next meeting will be held on November 8th, in Queens 01.11, 6-8pm. Will be hosting a drive for period products in the hive on November 9th. Attended the Student Sport and Activity Committee (SSPAC). 'This Girl Can' week – November WC 19th. Stay tuned!
- **Making UEA more Accessible – Hannah.** Organising Disability History Month which has included gathering information on disabled history to put into a timeline and more. Identifying key problem areas for accessibility around campus. Writing leaflets on resources for disabled students.
- **Working with International Students – Borja.** Attending the NUS International Students Leadership Conference

2299

### Trustee Board

A verbal report was given from the Chair of the Trustee Board.

The chair of the trustee board confirmed that the trustee board had not met.

2300

### Reports from Representatives

The chair invited Union Council to give reports. There were no reports given.

#### Section 3: Open Discussion

Chloe Crowther, a non-portfolio officer introduced the following item:

#### **How can the SU students balance and manage the many aspects of their lives.**

Union Councillors were invited to respond to a survey designed by the officer on this topic.

#### Section 4: Policy Making

Following the access break, the chair clarified the role of the questions and asked union council if there were any questions.

A question was raised by the **PPL School Convener** about the price rises in the SU shop since the change to Spar. The Councillor also stated that there was less choice since the change particularly vegan options for sandwiches. The Councillors asked what the process of student consultation was before the change took place.

The **Campaigns and Democracy Officer** responded to the question, the Officer confirmed that the decision to change to SPAR was made and agreed by the previous officer team. The Officer stated that there was a process of consultation that took place with Full-Time Officers and student shop staff. They went on to highlight that a successful meeting had taken place with Vegan Society to look at the Vegan provision. The Officer confirmed that there was an increase products on sale and they were in the process of looking into other dietary requirements. It was stated that where possible the SU would find scope outside SPAR.

The **PPL School Convener** gave a further response stating that students would prefer cheaper prices than a wider range of products.

The **Campaigns and Democracy Officer** responded saying that they were happy to set up extra consultation with students to understand what students wanted in the shop and reiterated that the decision to move the supplier to Spar was made before the current officer team's tenure.

**2301**

### **Amendment to the Bye-Laws - Creating EDICT, a new Equality, Diversity and Inclusion Committee**

Thai Braddick **Non-Portfolio Officer** and the Sophie Atherton **Campaigns and Democracy Officer** proposed a motion to amend the Bye-Laws and create a new Equality, Diversity and Inclusion Committee. The Chair highlighted that this motion needed 2/3 majority to pass as it was an amendment to the Bye-Laws.

Thai Braddick **Non-Portfolio Officer** made the proposing speech stating that the Proposal would bring race equality to become a central policy for the SU. Currently, issues of equality are not dealt with properly as the previous two groups who are responsible for equality, diversity and inclusion have not met.

The proposed committee would be responsible for reviewing the SU equality strategy biannually. This Proposal aims to increase transparency; inviting student leaders to share their knowledge.

The Chair asked if there were any questions, a question was asked by the Union Council Rep from **Assassins Society**, the Union Councillor asked if the proposal would merge the two original groups which would will cease to exist.

The **Non-Portfolio Officer** confirmed that this would be the case.

A further question was asked by the Union Council Rep from **Polo Society** who enquired if the Committee would be open for everyone to contribute to.

The **Non-Portfolio Officer** stated that committee consists of 7 voting members and Councillors would be able to attend and give advice.

The Chair asked if there were any speeches against the motion. There were not

speeches against and the Chair moved Union Council to a vote.

The vote was as follows:

| <b>Option</b> | <b>%<br/>Vote</b> | <b>Total</b> |
|---------------|-------------------|--------------|
| For           | 93%               | 54           |
| Against       | 2%                |              |
| Abstentions   | 6%                |              |

The motion passed.

**2302**

### **Make the SU Shop Accessible**

Hannah Murgatroyd the **Students with Disabilities Officer** and Anders Hugo the **Welfare Rep for Disabled Students Liberation Society** proposed the motion Make the SU shop accessible.

Hannah Murgatroyd the **Students with Disabilities Officer** made the proposing speech stating that the SU shop was recently renovated through a new association to Spar. The aisles were made wider by making the shelves taller which allows more turning space for wheelchairs within the store.

The Officer noted the tills have not been changed as part of the work. A wheelchair accessible till has been installed however it is often blocked by point of sale stands which make it hard to access. The queue therefore is not accessible due to the addition of stands displaying sweets and gum which make it hard for disabled students using walking aids to move past people in the queue.

The Chair asked if there were any questions, no questions were raised by Union Council. The Chair then asked if there were speeches against the motion. There were not speeches against and the Chair moved Union Council to a vote.

The vote was as follows:

| <b>Option</b> | <b>%<br/>Vote</b> | <b>Total</b> |
|---------------|-------------------|--------------|
| For           | 93%               | 54           |
| Against       | 2%                |              |
| Abstentions   | 6%                |              |

The motion passed.

2303

### Providing Benefit Information to Students

Hannah Murgatroyd the **Students with Disabilities Officer** and Anders Hugo the **Welfare Rep for Disabled Students Liberation Society** proposed a motion to provide benefit information to students.

Hannah Murgatroyd the **Students with Disabilities Officer** made the proposing speech outlining that students come to University not knowing their rights or what benefits they can claim. Disabled students often lack the time and energy to research alone, and benefits often change.

The Chair asked if there were any questions. The Union Councillor from **Polo Society** asked if there is potential to increase scope to other benefits, not just disability benefits.

The **Students with Disabilities Officer** stated that they are happy to carry out research into other benefit to help others.

The vote was as follows:

| <b>Option</b> | <b>% Vote</b> | <b>Total</b> |
|---------------|---------------|--------------|
| For           | 93%           | 52           |
| Against       | 2%            |              |
| Abstentions   | 5%            |              |

The motion passed.

2304

### Time, Date and Place of Next Meeting

The Chair noted that the next meeting would be at 7pm on Thursday 15 November 2018 in Lecture Theatre 2.



# reports

- reports and papers from student officers, committee meetings and councillor reports



# Sophie Atherton: Campaigns and Democracy Officer

## Main Priorities/ Manifesto

| Priority                          | Description and Update   | Progress |
|-----------------------------------|--|----------|
| SOC Subcommittees                 | The first subcommittees of the year have met over this month, I have ensured that each subcommittee has a clear remit going forward and are supported by the SU. They have all been given a budget for the year going ahead for any campaigning and events they would like to run. <b>I will be proposing some Bye Law changes to ensure that these Subcommittees have a clear remit.</b>  |          |
| Costs on Campus                   | Over the last few months, I have met with the Head of Accommodation 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 is held to a good standard as well as lobbying for a rent freeze. Circuit Laundry costs are expensive, unreliable and break too regularly- I am working on reducing these prices and improving the service. Both accommodation and laundry will feature heavily in my priority campaign which focuses on costs on campus. I met with Paul Bailey last week to discuss updates. The priority campaign Your Money Counts has a working group and launches the week commencing 3 <sup>rd</sup> December. <b>I met with Phil Steele, who is the Head of Sports and Commercial Services, who will be confirming our involvement in rent setting as well as improving social space and facilities in accommodation. I am also working on improving Green Flats and looking into potential expansion into all accommodation.</b> |          |
| 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. <b>I am working with the university to ensure food in their outlets are labels. I am meeting with the Shop(su) Manager to discuss costs, variety and discount.</b>  |          |
| Local Elections                   | 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. <b>I have set up events in the hive to encourage students to register to vote: 30<sup>th</sup> November and 13<sup>th</sup> October. I am also working on setting up a hustings which will take place next semester as well as working on marketing and communication.</b>   |          |
| 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. <b>The first Ethics and Environment Subcommittee met last week with a successful turnout with intentions of planning a Go Green Week in February.</b>  |          |
| Health Science Student Experience | 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. I am also working to eradicate parking costs for paramedic science students who require the use of their own cars for their course <b>which is positively moving forward, I am very close to removing this hidden course cost for paramedic science students.</b>   |          |

## Policy Updates

| 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.              |          |

## Other Business of Note

| Business                  | Description and Update   | Progress |
|---------------------------|--|----------|
| Wonkfest                  | I will be attending Wonkfest on the 5 <sup>th</sup> and 6 <sup>th</sup> November.                          |          |
| Unconscious Bias Training | As a member of University Council, I have been invited to attend Unconscious Bias Training in mid November |          |



# Jenna Chapman: Undergraduate Education Officer (5/11/18)

## Main Priorities/ Manifesto

(Updates in yellow)

| 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 study space  | 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).  |          |
| 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 and this will take place in Semester 2.  |          |
| Lecture capture (recorded lectures)                     | 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 last week around the benefits to students. |          |
| Mental health first aid training for academics/advisors | 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 other members of the university to look at the best way of rolling something out and to highlight why this should be a priority for the university.   |          |
| Student rights post brexit                              | Due to the uncertainty around Brexit still, there's currently little I can do around this, however the university is committed to doing all it can so there is no/little impact on EU students   |          |
| Accessibility of buildings                              | I will be working with the other officers in the near future 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.  |          |
| New induction week, 'week 0'                            | I attended an induction and transitions group where first discussions started regarding introducing a week 0 or a University wide induction week   |          |

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|---|--|--|
| UG kitchen area/facilities                  | We are currently looking into having a space for microwaves near Unio for all students to use.   |  |
| Student hall allocation review              | 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. <b>This has been raised with the university and is being looked into.</b>   |  |
| 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                          | 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. <b>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.</b> |  |
| Black attainment gap                        | I have raised this with the university to find out what they are currently doing to reduce the attainment gap and have a meeting with the Academic director of widening participation (WP) in a couple of weeks to discuss how students can input into the work they do.   |  |
| 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. <b>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 also met with the university to discuss how they have been promoting the elections and supporting their reps.</b>        |  |
| 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). We are in the process of planning a larger campaign for this semester.  |  |

## Policy Updates

| Policy Number and Title      | Description and Update   | Progress |
|------------------------------|--|----------|
| 2148 Transition at UEA       | See Induction week above   |          |
| 1992 Assessment and Feedback | <p>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: <a href="https://portal.uea.ac.uk/learning-and-teaching/students/results-compensation-regulations/results-and-reassessment">https://portal.uea.ac.uk/learning-and-teaching/students/results-compensation-regulations/results-and-reassessment</a></p> <p>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: <a href="https://portal.uea.ac.uk/documents/6207125/26812598/ltc17d133+indi">https://portal.uea.ac.uk/documents/6207125/26812598/ltc17d133+indi</a></p> |          |

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|--|---|--|
|  | vidulaised+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 coming up, we will discuss our involvement and the potential to campaign against TEF in line with policy. |  |

## Other Business of Note

| Business                    | Description and Update  | Progress |
|-----------------------------|---|----------|
| 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             | With Georgina, we have begun the recruitment process for a new CEO for the SU. See our website for it here: <a href="https://www.ueasu.work/">https://www.ueasu.work/</a>   |          |
| 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.   |          |
| 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. |          |

# Georgina Burchell: Welfare, Community, and Diversity Officer

## Main Priorities/ Manifesto

| 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 encourage awareness of mens mental health.   |          |
| 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.  |          |
| Changing 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 also had a meeting to review the alcohol impact/ Never Ok team after the first couple of LCR nights they attended. |          |
| Sexual health and relationships                 | I will be launching the Sexperience campaign on the 14 <sup>th</sup> November. This campaign aims to tackle the stigma around sexual health and relationship advice.   |          |
| Nightline space                                 | I am supporting nightline in their search for a new space and advocating for them in a potential move to a new office.   |          |
| Faith Centre/Islamic Prayer Space               | I am on the Islamic prayer facility working group and have been attending these meetings regularly. Working towards a new prayer space for all faith groups.<br>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.   |          |

## Policy Updates

| 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.                               |  |

## Other Business of Note

| 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 is considering what we can do for students still on campus over the Christmas period and equipping students to feel safer as the nights draw in.  |          |
| Equality and diversity committee | The universitys equality and diversity committee met. There were very positive conversations about gender neutral toilets and transitioning at uea.   |          |

# Oli Gray: Activities & Opportunities

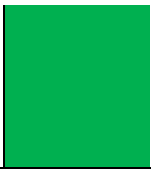
## Main Priorities/ Manifesto

| 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.  |          |
| Mental Health in Sport         | We had a fantastic response from sports clubs to the #UEATeamTalk campaign on World Mental Health day last Wednesday, 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. |          |
| 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.  |          |

## Policy Updates

| 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 freshers 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.          |          |
| 2088 Colney Lane needs a defibrillator                | Colney Lane has a defibrillator.   |          |
| 2148 Transition at UEA                                | This policy mandates me to explore the potential for a 'week zero', eg a week allowing students to <i>transition</i> 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. 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! |          |
| 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.



**Other Business of Note**

| 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 <a href="mailto:o.gray@uea.ac.uk">o.gray@uea.ac.uk</a>   |          |
| 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 feedback please get in contact with me! |          |

## Postgraduate Education Officer: Martin Marko

### Manifesto

| Priority              | Description and Update  | Progress |
|-----------------------|---|----------|
| Accommodation         | <b>Aim:</b> PG campus accommodation quality improvement.<br><b>Update:</b> Addressed within Your Home from Home priority campaign. A series of regular planning meetings of the working group commenced.  |          |
| Activities            | <b>Aim:</b> PG activities and events programme improvement.<br><b>Update:</b> PG events report compiled. New events programme discussed in Graduate Assembly.<br>Waiting for an update from UEA regarding winter graduation; 10 graduation gowns purchased.             |          |
| Employability         | <b>Aim:</b> PGT placement provision improvement.<br><b>Update:</b> Placements identified as a priority by Career Central. Scheduled a planning meeting with Career Central.   |          |
|                       | <b>Aim:</b> PG employment prospect and entrepreneurial opportunity improvement.<br><b>Update:</b> Scheduled a planning meeting with Career Central and SU staff. Considering a PG course rep review.  |          |
| Food & drink          | <b>Aim:</b> Campus-based food and drink quality, accessibility and value for money improvement for PG students.<br><b>Update:</b> Scheduled a meeting with Enactus to collaborate on Budget Bites project. Draft proposal for Graduate Centre Management Group.         |          |
| Sport                 | <b>Aim:</b> PG sport provision improvement.<br><b>Update:</b> PG yoga teaching space secured for semester 1, with around 100% increase in capacity. Yoga mats purchased. Secured another yoga teacher to expand the number of teaching days. PG running 'club' started. |          |
| Study & social spaces | <b>Aim:</b> PG study and social space improvement.<br><b>Update:</b> Constable Terrace PGR training suite opened and will be finalised early next year with improved access. Library alerted regarding accessibility issues in PG study rooms.                          |          |

### Other priorities

| Priority          | Description and Update   | Progress |
|-------------------|--|----------|
| Graduate Assembly | <b>Description:</b> Student body to hold Postgraduate Education Officer accountable.<br><b>Update:</b> Turnout improved, however procedural problems experienced – an update to follow.  |          |
| Communications    | <b>Description:</b> Improve PG information reach.<br><b>Update:</b> Square (newsletter) presence for PG news has been established, with the hope of being further improved over time. Communications report does not include comparison to last year and summer performance. Content for new starters' portal was delivered and will be reviewed for January new starters. |          |
| Courage project   | <b>Description:</b> Joint project on mental health between the SU and UEA.<br><b>Update:</b> Recruiting 10 student placements to support the project next year. Mental health first aid training to be provided.   |          |



|                         |   |  |
|-------------------------|---|--|
| PG Education Conference | <b>Description:</b> Education conference to be held mid-November in Union House.<br><b>Update:</b> Students were invited to present their research. Well advertised by both UEA and PGSU.   |  |
| Associate Tutors        | <b>Description:</b> Associate tutors face a variety of issues, so SU aims to provide support.<br><b>Update:</b> Leftover campaigning material from last year needs to be distributed. Provision of training will change next year, so its effectiveness will need to be assessed. |  |

### Policy Updates

| Policy Number and Title                                      | Description and Update  | Progress |
|--|---|----------|
| 2268 Policy Investigating PGR engagement with the SU         | <b>Update:</b> Next planning meeting will be scheduled this month.  |          |
| 2266 It's more than just a space: use of the Graduate Centre | <b>Update:</b> Access to The Graduate Centre is now restricted to postgraduates, staff, mature students and students with special needs only. |          |

### Other Business of Note

| Business                       | Description and Update   | Progress |
|--------------------------------|--|----------|
| PG and other inductions        | <b>Description:</b> UEA-organised welcome events and induction talks.<br><b>Update:</b> Delivered induction talks and attended academic socials to promote course reps, buddy(su) and societies fayre. Attended a series of international students' receptions at the castle. Contributed to PGR inductions, tours and welcome reception. Next induction period is scheduled for January 2019.           |          |
| PGR directors conference       | <b>Description:</b> Conference for UEA PGR Directors and guests.<br><b>Update:</b> Met with PGR Directors and discussed a potential working relationship with a Dutch university on PGR representation. Will seek updates on Aurora network.   |          |
| Student Transformation Weekend | <b>Description:</b> SU training weekend for student leaders.<br><b>Update:</b> Opened-up to potential PG leaders to incentivise PG participation. Should be included in PGSU events section to improve advertisement among PG students.  |          |
| Internal Quality Assurance     | <b>Description:</b> A new, annual quality review process to replace the quinquennial review and streamline other quality assurance processes at UEA.<br><b>Update:</b> Attended a series of meetings to ensure student representatives would be present at the quality review panel. A policy was adopted by the Learning and Teaching Committee in October 2018. There will be 2 student panel members. |          |

National

| Business  | Description and Update   | Progress |
|---|--|----------|
| National PG collaboration                                     | <p><b>Description:</b> Sharing best practice with PG Officers across the UK.</p> <p><b>Update:</b> Had a couple of online meetings to discuss common issues. Planning a visit to York and a meet-up with other PG officers.</p>  |          |
| NUS Sections Conference                                       | <p><b>Description:</b> Conference for discussing PG issues on a national level.</p> <p><b>Update:</b> Links to 'National PG collaboration' section.</p>  |          |
| NUS Strategic Conversations & National Conference             | <p><b>Description:</b> Major decisions regarding NUS to be made this year.</p> <p><b>Update:</b> Elected as the lead delegate. Scheduled briefing regarding delegate responsibilities.</p>   |          |
| Quality Matters 2018 (conference)                             | <p><b>Description:</b> Quality Assurance Agency conference including workshops and minor networking opportunity. Attended along with UEA representative.</p> <p><b>Update:</b> Taken notes on employability and other topics to be looked over.</p>  |          |
| NUS Zones Conference, Lead & Change and Students' Unions 2018 | <p><b>Description:</b> Conferences providing introduction and insight into NUS whilst providing training for SU officers.</p> <p><b>Update:</b> NUS provided PG-specific training and enabled the majority of full-time PG officers to meet. Attended a variety of workshops and met other SU and NUS officers, whilst sharing some best practice on course reps and elections for instance.</p> |          |



# policy papers

- all of the policy proposals that council will be debating



## **2316 Censure of Postgraduate officer**

Proposer: Lewis Martin (Mature Students Assembly, council rep)

Seconder: James McLean (Postgraduate Committee)

### **Council Notes:**

1. The postgraduate officer brought a motion of no confidence against the Postgraduate committee at the 16th of October assembly meeting<sup>1</sup>.
2. The motion failed to pass in the room, but as a result of the post graduate committee asked the chair of DPC to attend both the Postgraduate Committee and the Postgraduate Assembly
3. During these meetings the Postgraduate officer explained their reasons for the motion but also brought to light intentional procedural failings in how they brought forward the motion to the assembly, and their advice to the chair of the assembly<sup>2</sup>.
4. That these procedural failings highlighted are significant enough to warrant a breaking of Bye-Law 12<sup>3</sup>.
5. The honesty project states that: 'The SU should be recognised as a key partner in the facilitating of a PGR community and supported accordingly, in particular in developing the new Graduate Centre into being a 'central hub' for the PGR student community.'<sup>4</sup>
6. That the Postgraduate officer stated in his motion to the assembly stated 'the composition of this committee is likely to the negatively affect the majority of all Postgrads at UEA'<sup>5</sup>.
7. That the postgraduate officer called for ask investigation into the allegations surrounding at Union Council on the 18th of October 2018.

### **Union Believes**

1. That the statements made by the PG officer in his motion directly contradict the recommendation outlined in union notes point 5.
2. That this opinion stated by postgraduate officer goes against the generally perceived notion that they represent both postgraduate taught and research students, not just the former group.
3. That the PGR community already has a fractured relationship with the student union and that this further drives a wedge between the PGSU, the wider SU and the PGR community.
4. That the intentional decision to not follow procedures is far from best practice and undermines the integrity of both PGSU and the Student Union.
5. That all of these issues warrants a censure of the Postgraduate officer.

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<sup>1</sup> [https://www.uea.su/pageassets/postgraduate/about/pgvoice/pgresources/Minutes-Assembly-16.10.18\(1\).pdf](https://www.uea.su/pageassets/postgraduate/about/pgvoice/pgresources/Minutes-Assembly-16.10.18(1).pdf)

<sup>2</sup> (will be amended once minutes are publicly available)

<sup>3</sup> <https://www.uea.su/pageassets/union/governance/constitution/A2-Bye-Laws-May-18-ss-.pdf>

<sup>4</sup> <https://www.uea.su/pageassets/postgraduate/thehonestyproject/Honesty-Project-Report.pdf?fbclid=IwAR0hLv6yhKtp1602eghGL8J5fXRqMPZUAFgw2deeHekJQ6un5gFOJWorjuU>

<sup>5</sup> [https://www.uea.su/pageassets/postgraduate/about/pgvoice/pgresources/Minutes-Assembly-16.10.18\(1\).pdf](https://www.uea.su/pageassets/postgraduate/about/pgvoice/pgresources/Minutes-Assembly-16.10.18(1).pdf)

## **Union Resolves**

1. Under Bye Law 1, 1.10.9 to censure the Postgraduate officer for their actions outlined above.