

UC01	<p>Housekeeping – to note</p> <p>a) Code of conduct https://www.uea.su/union/memberscodeofconduct/</p> <p>b) Minutes from the previous meeting https://www.uea.su/democracy/unioncouncil/councildocumentsandnotices/</p> <p>c) Expenses https://www.uea.su/democracy/unioncouncil/councilinfo/expenses/</p> <p>Remember – the Union (of UEA students) may be able to reimburse you for travel or career expenses that you incur attending this meeting. Please contact E.DAmery@uea.ac.uk for more details.</p> <p>d) Articles of Association & Bye-Laws https://www.uea.su/union/governance/constitution/</p> <p>The SU is governed by the Articles of Association, and its attached rule book, the Bye-Laws.</p>
UC02	<p>Statements from the Chair- to note</p> <ul style="list-style-type: none"> • Serene Shibli to step down from DPC for the duration of motion ‘Amendment to Bye-law 9: Minutes for Clubs and Society meetings’. • Laura Taylor to step down as Chair for duration of Society and Peer Support Group Constitutions. <p>Remember to vote next week!</p>
UC03	<p>Minutes of the Last Meeting / matters arising from last minutes - to Approve</p> <ul style="list-style-type: none"> • The committee is asked to check the minutes for accuracy <p>https://www.uea.su/democracy/unioncouncil/councildocumentsandnotices/</p>
UC04	<p>Cycle of business- to action</p>

UC05

Reports- to approve

a) Trustee Board Report-

The Trustee Board is the governing body of the Union and is responsible for setting the strategy of the Union, ensuring its good governance, overseeing its financial performance and its legal compliance. The Board is made up of Student Officers, Student Trustees elected by Union Council and four outside external expert Trustees. The Chair who is a Student Officer reports to Council and, as with SOC, you can scrutinize the work of the Trustees and hold them to account.

No report provided before the deadline.

b) Student Officer Committee (SOC) Report -

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

No report provided before the deadline.

c) Full time Officer Reports

Your full-time elected officers will present reports on the work they have been doing, any manifesto campaigns they were elected on and any meetings of note they attended.

Ivo Garnham, Undergraduate Education Officer

- Planning Future Learning and Teaching Spaces meeting: we looked at designs for teaching spaces as part of the University’s campus development plan. I was pleased to see that my concerns from the previous meeting regarding wheelchair accessibility and the overuse of stools, which would have been uncomfortable to sit on for longer periods of time had been addressed.

- Reasonable adjustments working group: I have been working with the University to ensure that the new reasonable adjustments policy caters to the full range of students’ needs. Going forward, I intend to push to make reasonable adjustments more easily accessible and better communicated so that students who require them are aware of the support available.

- Faculty Learning and Teaching Quality Committee meetings: regular meetings for each faculty where I raise issues relating to whole faculties. I brought up several issues including types of assessment, preparatory work for assessments and support for self-isolating students.
- Aurora Student Council: a group of student representatives from European universities who collaborate on several projects. We have been planning a policy making trip to the University of Iceland and have the common goal of keeping UEA involved with the network despite the difficulties of Brexit, as this allows our students far easier access to study abroad and overseas placement opportunities.
- Southern SUs conference in Bournemouth: I attended the conference with Aaron and Ayane, where we received talks on a variety of issues including assessments, sustainability and student safety.
- Learning and Teaching Committee: the meeting that sits above Faculty Learning and Teaching Quality Committees. I raised several points relating to academic appeals and the patterns of students who were launching appeals and how frequently the outcome was in favour of the students. The University has now committed to investigating where there are trends and addressing any systemic issues that are leading to students needing to launch an academic appeal.
- University Council: the University's board. I attended with Lizzie and we discussed the recent call for universities to stop using non-disclosure agreements in sexual harassment cases, which UEA has now agreed to. Going forward, I would like to see the University commit to not using non-disclosure agreements in all harassment cases.
- Course Rep and Convenor training: I delivered an update to Course Reps and Convenors on the work I've been doing recently. I would like to thank the Student Voice team for all their hard work on that training.
- Pimp My Barrow: although not strictly education related, pushing to bring back the best part of the UEA experience was a promise I made on my manifesto last year. There have been discussions formally in the SU's Management Committee, which I chair, and also with key staff in the office on whether it is possible to create an event that would address the health and safety concerns of previous years, which ultimately led to its cancellation in 2019.
- Timetabling: the Timetable Project Review that I worked on with the University last semester has now been released. I am aware that not all of

the IT issues relating to timetabling have been fixed yet, however this review will hopefully lead to a cultural shift for the University, in that no future projects will be rushed or will go ahead without proper consultation with relevant student and staff stakeholders.

- Online assessments: several schools wanted to force students back onto campus to complete exams in-person in exam halls despite the massive rise in coronavirus cases and the omicron variant. I made sure that all assessments were online, with the only exceptions being in the Faculty of Medicine and Health Sciences where this was not possible due to external professional standards requirements.

- Extenuating Circumstances: there have been several cases recently where students have been asked to provide inappropriate evidence, such as death certificates, when applying for extenuating circumstances. This is obviously incredibly inappropriate, so I have already taken it up with the University, who have now committed to a full review of the entire extenuating circumstances process. They have said this will take place next academic year, but I will be pushing to make this happen sooner and also to make sure the review is both thorough and done by the most appropriate person.

- Wellbeing quiet space: I have made significant progress regarding the motion to Council last semester to establish a wellbeing quiet space. I was approached by Nick the librarian, who asked if I had any ideas for what could be done with a certain room in the library. I suggested a quiet space and he is very supportive of this idea. We have already begun lobbying senior University staff to provide funding and are confident we will be provided with more than enough resources to make this project a success. Nick is also keen to get the relevant student officers involved with the design process and we will be doing this over the coming months. The room we have in mind is perfectly suited for this purpose: it is very easily accessible, it is large enough to accommodate many students, and of course, because it is in the library, it is very quiet and will be open 24 hours. (It also has a very nice view of the lake out the window!)

Ayane Hida, Postgraduate Officer

Item	Update
Manifest Priorities	Centralised function for Associate Tutors (AT) and PG international students <ul style="list-style-type: none"> - HUM already established and a part of the working group - SSF needs to be pushed Unconscious bias training <ul style="list-style-type: none"> - Seeking the funding options and provider Developing Teaching Skills (DTS) <ul style="list-style-type: none"> - UEA re-opened DTS in March and June Increase diverse representation of PG student at UEA and SU <ul style="list-style-type: none"> - Promoting the Election 2022
Meetings	Board matters/ Planning Future Learning and Teaching Spaces Meeting/Aurora Student Council/BAME Staff Network/Management Committee/SCI GSE/December Trustee Board/Welcome intro for PGT Jan intake/FLTQCs/Charity & Venues Project Prioritisation Meeting/Employability and Opportunities meeting/Fresh Start, new beginnings (FSNB) meeting/VC Taskforce on Tackling Racism at UEA/HUM AT Working Group/Graduate Centre Management Group/Aurora WP meetings/Equality, Diversity & Inclusion Committee/Doctoral College Executive/Learning and Teaching Committee/HUM Decant Planning Group/Southern SU Conference/Library Forum/PG and mature students' space meeting/Doctoral Training and Employability Group/SU and UEA Academic Catch up/SSF PGR place visit/Aurora Student Council and Central Office Catch up/Talk to officer drop-in/Aurora Presidents' meeting/NBS EDI meeting/Anti-racism Working Group/SOC/Decant Workstream C meeting/Timetable update/PGR Feb intake orientation/UKRI PGR Forum for Tackling Bullying and Harassment/Meeting about the Scholar's/ECO SSLC/External Trustee Interview /HUM Student Experience/Inclusive Language Catch up Meeting/Aurora Biannual Catch up/Chair support meeting/Wonkhe SU Catch up/PGR space meeting/Aurora Student Schemes UEA Promotion/Interview for Student Voice Team/February Board/EDI project/Wonkhe Conference/Education Committee/
AOB	'That Other History' Online Symposium, The Women of Ghibli: Female Labour & Creating Porco Rosso Two blogs about academic integrity and what being an officer is like

Regular catch ups with PGTs and PGRs to see what they are feeling and issues in their course

More opportunities/supports for PGs

- Loads of [PG events](#) coming
- PG Yoga every Wednesday at 6pm
- PG badminton* every Thursday at 6pm
- PG mixed football* every Friday at 6pm

*PG badminton and mixed football have their own Whatsapp group. Please let me know if you would like to be added to the groups.

For further detail, contact me at: a.hida@uea.ac.uk

Lizzie Payne, Activities and Opportunities Officer

1. Meetings attended

- o University Council
- o University Finance Committee
- o University Governance Review panel - a review of Universities governance structures
- o Estates Committee - Campus Development Plan a big topic in these meetings.
- o Student Experience Committee
- o Civic Universities Agreement - working with local businesses across Norfolk, and how they can support students in return (eg club and soc outreach opportunities, volunteering opportunities).
- o Welcome Week 2022 Implementation Group
- o Employability and Opportunities Senior Leadership Team
- o BUCS East Midlands Regional Meeting (a meeting with sports depts across the East Mids, raising concerns, best practices and discussion topics).
- o Derby Day Management Group
- o Student Sport and Physical Activity Meeting - look through Sport budgets, operational updates, strategy updates, manifesto aims related to sport/clubs.
- o BUCS Student Networking Event
- o Beryl Bike partnership meeting with UEA and SU – looking at initiatives and ways we can work together
- o Sports Operations, Active Campus working group

- Attended Freedom of Speech Policy and Higher Education (Westminster Higher Education Forum policy conference)
- 2. Student activities planned or held:
 - Planning for Derby Day 2022!
 - This Girl Can week planning
 - Sportsnight Does Colours
- 3. Manifesto Updates/what I'm working on:
 - Started work on financial transparency of UEA Sport.
 - Constructed a survey to evaluate best practice and challenges of other HEIs which has been circulated through BUCS in order to shape our sporting offer at UEA and to look into the value for money for our members. Also looking at hardship funding options and alternative membership cost proposals throughout this research to see what more we can do to support those who find cost to be a barrier to getting involved with Club Sport.
 - Also looking at a comparison between the UEA Sport grant funding provided to our Sports Clubs and the overall cost of taking part in a specific sport through mapping out the "hidden" costs members often experience through the year. For example, this could include anything that you have to buy on top of your membership fee such as playing kit, additional equipment or officiating/match fees. Once feedback has been collated on these hidden costs (both recreational and competitive elements) we can compare this data to the grant funding that Sports Clubs receive. This is a complicated piece of work due to the variety of budgets and cost variables involved.
 - Looking at PG and Mature Students Sport offer and improvements we can make to the programme (any feedback always welcome!)
 - In discussions around Colney Lane Developments
 - Creating a sports exec position for next academic year to represent students with disabilities
 - Looking at an extension of the sport grant pot to help support clubs increase their inclusive sport offer
 - Looking at increasing our support for apprenticeship students through Buddy scheme
 - Working on an LCR student group booking process so clubs and socs can have the chance of having a confirmed dates for their events in the LCR at the beginning of the academic year –

means its easier for committees to organise knowing they have a date

- Working with a company called Achieve Breakthrough on womens+ safety on campus
- Working with UEA Wellbeing Trainers around supporting committees and training for future years

4. Upcoming activities:

- Colour run on the 5th March
- This Girl Can week – 7th – 13th march

Aaron Campbell, Welfare, Community, and Diversity Officer

Hi all!

Hope everyone is doing good, apologies that I could not make council this month. Anyway, here is my updates:

- I have had several discussions with UEA accommodation as well as other members of SU staff around the future of rent prices for on campus accommodation working to get students the best deals possible.
- Attended stakeholder meetings with nightline.
- Worked with 'Achieve Breakthrough' and other SU staff members around changing the culture.
- Chaired several AHRC (Appointment and Human Resource Committee) meetings.
- Attended SU anti-racism working group meetings.
- Attended board of trustees.
- Sat with UEA staff to discuss work around student experience and how we can help further support students in feeling included.
- Been a part of several interviews for new SU staff and External Trustees.
- Chaired the student sub-group of the VC's taskforce on tackling racism. Also attended the main VC talking racism task force.
- Been assisting with several ongoing investigations.
- Attended weekly meetings with the venues team discussing future nights out, concerts as well as the day to day operating of the LCR and Bars.

- Attended the universities 'Changing the Culture meeting'
- Met with the Provost and head of EDI (Equality, Diversity and Inclusion) around issues of inclusion and transphobia.
- Met with the student services wellbeing team to collaborate on events for upcoming liberation months and awareness days.
- Continued to support Islamic students around prayer spaces on campus as well as attending the prayer facility working group.
- Attended the Civic Universities Agreement Working group and helped look over the creation of the website – I also linked them up with a local charity.
- Collaborated with the external company MAP on their "Loudspeaker" project which centres around bullying, harassment, and discrimination in 16–25-year-olds.
- Continued work around inclusive language and completed the brief and we are now preparing to move into the second phase which will be student feedback focused.
- Attended UEA's Student Experience Committee.
- Attended the Postgraduate Committee.
- LGBTQ+ History month:
 - o Attended the working group
 - o Been planning several independent events (sex talk, safe space etc.)
 - o Working with UEA Do Something Different to put on a series of film and discussion.
 - o Working with Student Support to put on an event around queer mental health
 - o Been working with the venues team to put on a series of night out events
 - o Been working with the comms team around branding and content
 - o Collaborating with UEA Staff Pride to put on events for all the UEA community
- Attended our alcohol awareness week wrap up meeting as well as a drug and alcohol impact support day provided by an external company

- Did an interview for wonkhe around the impact of covid on student wellbeing
- Attended the Student Staff Liaison Committee for Computing Science
- Had meetings with several schools around wellbeing and support within their respective schools.
- Attended the BAME staff network meeting.
- Had a meeting with the founder of the Eradicate Hate project around re-launching and re-energizing the project.
- Took part in the NUS Liberation work survey.
- Had a meeting with the head of EDI and the Estates team to ensure that the lifts within the SU are better managed and maintained so that students and staff who need to use it are able to (also created provisions in the case that this is not possible).
- Been working with UEA on the mental health equality charter (we have been invited to be a part of a trail scheme within this project as well).
- Attended the Equality, Diversity and Inclusion (EDI) Committee.
- Worked with UEA on Active bystander training as well as helping to develop the Sex and Consent workshops (which I will also be taking part in)
- Working with the CEO and UEA on streamlining and better showing/explaining the process of reporting incidents.
- Attended Southern SU's
 - o Working with the officers from Bournemouth and CEO on 'Allyship Hub' and better promoting the work that we do on the website
 - o Working with Chichester on sharing data and collaborating around tackling issues of sexual violence and violence against women
 - o Working with Portsmouth welfare officer on sharing data around student wellbeing and working to help better support students
 - o Attended some really interesting sessions on topics like sustainability, sexual violence, TEF, Officer development and more
- Visited NUA (Norwich University of the Arts) SU
 - o Discussed issues like transphobia, student safety in the city and spiking

- o Working on developing a new policy for the waterfront to better support students
- o Looking at ways in which we can ensure that both NUA and UEA students feel safer (e.g. Spectrum tickets for NUA students was one idea)
- o Spoke about having a more collaborative approach between the two unis going forward and having more regular meetings – this includes linking up PTO's as well
- Began support the lead of Women's+ History Month
- Attended Staff Pride Network
- Successfully got the Vice Chancellor to agree to sign the 'Build Trust not Silence campaign' pledge to end the use of NDA's at university in complaints of sexual harassment.
- Began initial look at writing a letter to the government as a part of our LGBTQ+ History Month "beyond the binary" project around the recognition of non-binary identities (this is going to be a collaborative piece of work so if you are interested please let me know)
- Attended the Access all areas network meeting.
- Have been doing several pieces of work with various people around safety on campus (i.e., lighting, security patrols, safe zone and other apps)
- Been working with the UEA Communications department on several interesting projects.
- Been a part of the honorary graduates committee ensuring that we see better diversity and representation within those selected.
- Had a catch up meeting with UEA security and spoke on plans to help build and strengthen relations between students and security.
- Have been planning out Spectrum to ensure it continues to be a successful night as well as planning the future themes.

Apologies this was so long, hope everyone is well and as always if you have any comments, thoughts or questions about anything here, or you just need some help, support or someone to talk to please don't hesitate to reach out either via email, Instagram or visit me in person!

Peace and blessings,

Double A

Hamish Williams, Campaigns and Democracy Officer

No report given before the deadline.

UC06 Society and Peer Support Group Constitutions- to approve

Society	Constitution	Recommendation
Irish	To create a safe space for Irish people to explore and celebrate their culture at UEA.	Approve - Execs thought the idea was appropriate and in line with union policy
93% Club	uplifting environment for students from state-educated background, focused on socialmobility. In order to increase employability of them, we will work with companies to form partnerships and get sponsored to put onskills workshops, meet and greet events with employers, interview preparation, and career advice to equip our members with skills,as a part of a national organisation.	Approve - Execs thought the idea was appropriate and in line with union policy
Taylor Swift	The maim ain of the Taylor Swift society is to bring together a community of people who appreciate the life and work of Taylor Swift, making way for new	Approve (pending approval of constitution description (to include 'Taylor Swift' and 'who appreciate the life and work of Taylor Swift' from proposer as

		<p>friendships and the ability to express yourself when it comes to something you are passionate about. It's the chance to forget about the stress of university by having fun through socials that will range from quizzes, to fancy dress and karaoke nights.</p>	<p>currently the constitution description did not mention Taylor Swift).</p> <p>Execs thought the idea was appropriate and in line with union policy</p>	
Ex-Yugoslav	<p>Promoting the knowledge and understanding of the people, land, languages and cultures of the former Yugoslavia (Croatia, Serbia, Slovenia, Bosnia & Herzegovina, Montenegro, Macedonia and Kosovo).</p>	<p>Approve – Execs raised the question that we could potentially have new cultural socs that form from the countries and cultures included in Ex-Yugoslav Soc, however we do have current examples of similar situations which is not an issue (eg ACS, ISS).</p> <p>Execs thought the idea was appropriate and in line with union policy</p>		
Brand Society	<p>To create a community of like-minded individuals with a common interest in branding related activities and discussion;</p> <p>To reflect about the distinction between branding and other form of creative subjects;</p> <p>To discuss the relevance of branding in the context of current societal events and future opportunities.</p>	<p>Approve</p> <p>Execs thought the idea was appropriate and in line with union policy</p>		

<p>Roller-Skating Society</p>	<p>To create a community for students who are interested in rollerskating and an arena for meeting other students who share the same interest. The society aims to be social and fun!</p>	<p>Approve – checked the constitution of Skateboarding society and no conflict of interest. Execs thought the idea was appropriate and in line with union policy</p>
<p>Lifestyle Medicine</p>	<p>Educating and empowering healthcare students (of all disciplines and professions) to improve their knowledge and access more learning about the emerging topic of lifestyle medicine via events, conferences and nutritank resources.</p>	<p>Approve Execs thought the idea was appropriate and in line with union policy</p>
<p>Hong Kong Political Affairs and Social Services</p>	<p>We aim to connect and support Hong Kong students at UEA through the many academic, social or informational events we plan to host. We plan to host social events and informational sessions internally at UEA to aid Hong Kong students in adapting to their new environment. We also intend to collaborate with other clubs and societies to provide opportunities for members to broaden their horizons and enrichen their University lives. Most importantly, we will also reach out to the HKPASS of other Universities nationwide to organise external joint-University events, such as academic forums, Christmas balls, sports events, volunteering opportunities, and more.</p>	<p>Reject – conflict of interest with Hong Kong Society, thus not inline with Union Policy.</p> <p>HK soc constitution: To provide support for Hong Kong students, helping them to settle, experience and enjoy their life in UEA. Also to promote the Hong Kong culture to other students from worldwide.</p>

UC07	Policy Papers- <i>to approve</i>
Title: Amendment to Bye-law 9: Minutes for Clubs and Society meetings	
Proposer: Lucas Liorancas (Kayak) Seconder: Serene Shibil (Politics Society)	
Summary: a motion to mandate note taking in meetings with clubs and societies and for these notes to be approved by all parties involved in the meeting. The notes should be made accessible to students who have relevant involvement In the Meeting agenda.	
Council Notes <ul style="list-style-type: none"> - Currently there is no requirement to take notes in official meetings that involves clubs and societies, which makes them stand out from other official Student’s Union meetings. - Notes are often forgotten about and are not accessible to all parties involved, or to other students who have a stake in relevant meetings. 	
Council Believes <ul style="list-style-type: none"> - Club and society members should know what takes place in the meetings of their elected officials in order to provide full transparency and accountability - Committee members should be able to have a record of the progress made in their positions, provided through these minutes. 	
Council Resolves <ul style="list-style-type: none"> - Create bye-law 9.27, which will read: <i>"Minutes must be taken of every club and society committee meeting by the secretary or another committee member. These should be agreed upon by all present students and staff and published publicly within 72 hours of the meeting taking place."</i> - Renumber subsequent bye-laws accordingly - Mandate the Activities & Opportunities Officer to oversee and enforce the creation and publication of minutes as detailed above. - Mandate the Activities & Opportunities Officer to advertise where the newly published minutes can be found online. 	
Motion title: Emergency motion: Support NUS Walkout	
Proposer: Georgie Gibson (Marxist Society) Seconder: Alix Green (Sustainability Society, LGBT Officer open place)	
Summary: This motion aims to affirm SU support for an NUS student walkout on March second with the aims of fighting for fully funded, accessible, lifelong, and democratised education, uniting with the recent trade union upsurge in this. To achieve this, help in advertising, organisation, and finance is asked.	
Council Notes	

1. The National Union of Students (NUS) has called for a nationwide day of action on 2 March, involving student walkouts across the country, and a mass demonstration in central London.¹
2. The NUS is demanding fully funded education, which is accessible, lifelong, and democratised.
3. This action comes after students have faced a year of lockdowns, mental health crises, and eye-watering rent and fees, and in the context of a government which doesn't care for the well-being of students and workers.
4. This action by the NUS comes in the wake of three days of strike action by large numbers of University and College Union (UCU) branches in December 2021 over pensions, pay and conditions, and coincides with more planned actions by the UCU this term.²
5. This action also comes at a time when the National Education Union (NEU) is increasingly mobilising college staff to take industrial action over academisation and poor working conditions for teachers.³ Norwich School for Girls has gone on strike for the first time in its almost 150 years of existence.⁴

Council Believes

1. This NUS action on 2 March is an opportunity for staff and students across schools, colleges, and universities to unite to strike a decisive blow against the marketisation of education.
2. It is also a chance to strike a blow against the current government which has put the profits of big business ahead of the health and education of students and workers.
3. We should seize the moment to demand that education be free and fully funded, paid for by the expropriation of the banks and big businesses which have profited from our education for so long.
4. Marketisation should be resisted with real democratisation in education, with workers' control of institutions involving students and staff democratically running schools, colleges, and universities in the interests of educational need, not cost-cutting or profit-making.
5. Solidarity and coordinated action between students and workers is the best way to fight for a fundamental transformation of the education sector, and of society more broadly, starting by getting rid of the current government.

Council Resolves

1. UEA SU must build for the maximum possible turnout of students and staff for the 2 March walkout.

¹ <https://www.nus.org.uk/campaign-hub/student-strike-for-education-walk-out-teach-in?i=0>

² <https://www.ucu.org.uk/article/12100/Ten-days-of-strike-action-begins-at-UK-universities>

³ <https://neu.org.uk/press-releases/gdst-vote-yes-strike-action>

⁴ https://actionnetwork.org/forms/we-are-23strong?source=direct_link&gclid=Cj0KCCQiAu62QBhC7ARIsALXijXQ3T5voF5WPYvhPxi_EAerXJtYxdmpKDbN7r_vYf8lrOv_qAxvYc7gaAg8ZEALw_wcB

	<p>2. The UEA SU will spread information about the NUS action and the strike action of the trade unions, provide resources such as transport to build for the demonstrations, and mobilise for local actions in the build up to the walkout. A cap of £700 will be placed on transport which will be available on a first come first served basis to SU members.</p>	
<p>UC08</p>	<p>Any other Business / Open Discussion- <i>to discuss</i> Any other business items are matters which committee members could not have become aware of before the agenda closed. These items can be submitted to the Chair up to 24 hours before the start of the meeting for their consideration.</p> <p>No topics requested before agenda published.</p>	
<p>UC09</p>	<p>Date, time and place of next meeting</p> <p>Details to be sent out via email and on the Teams page in the next couple of weeks.</p>	