

Date: Thursday 25th March 2021

Agenda

UC01	Housekeeping	5 Mins
UC02	Statements from the Chair	5 Mins
UC03	Minutes of the Last Meeting / matters arising from last minutes	5 Mins
UC04	Cycle of business	5 Mins
UC05	Reports a. Trustee Board Report b. Student Officer Committee (SOC) Report c. Full time Officer Reports	25 Mins
	Access Break	15 Mins
UC06	Society and Peer Support Group Constitutions (N/A)	15 Mins
UC07	Policy Papers 'The Need for a Strategic Plan'	20 Mins
UC08	Any other Business / Open Discussion <ul style="list-style-type: none"> Any other business items are matters which committee members could not have become aware of before the agenda closed. These items can be submitted to the Chair up to 24 hours before the start of the meeting for their consideration. 	10 Mins
Date, time and place of next meeting		

Section 1: Housekeeping

To note

a) Code of conduct

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

b) Minutes from the previous meeting

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

c) Expenses <https://www.uea.su/democracy/unioncouncil/councilinfo/expenses/>

Remember – the Union (of UEA students) may be able to reimburse you for travel or career expenses that you incur attending this meeting. Please contact Esin D’Amery, Head of Campaigns and Policy on E.DAmery@uea.ac.uk for more details.

d) Online meeting facility [on website]

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

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

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

Section 2: Statements from the Chair:

To Note

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

To Approve

- The committee is asked to check the minutes for accuracy

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

Section 4 Cycle of business:

Section 5: Reports

To Note

a) Trustee Board Report-

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

b) Student Officer Committee (SOC) Report -

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

c) Full time Officer Reports

Lizzie Payne: Activities and Opportunities

Item	Update
Manifesto Priorities	Financial transparency of the University's finances Refund agreement on SAM Club membership refund agreement
Campaigns	Planning #UEAyourWay (launching 1st Feb)- a campaign to highlight all the great opportunities at uni - clubs and socs, Buddy(su), Do something Different, volunteering and becoming a committee member. Got a club and society Spotlight happening to highlight some of the great things committees are putting on for their members. We're also giving committees the choice to make their membership free during a three week window for any student to join. Working with UEA sport and Sports exec on Clash of the clubs (launching 1st Feb), and also on Top of the Socs with the opps team which is launching mid feb.
Meetings	
AOB	

Em Anderson: Welfare, Community, and Diversity Officer

Item	Update
Manifesto Priorities	<ul style="list-style-type: none"> Working with PTOs and University on the first annual review of the Sustainable Food Policy Working with SSS on developing consent workshops
Campaigns	<ul style="list-style-type: none"> Rent campaign: published MP letter templates, met with Clive Lewis MP, met with NUA SU President, regular meetings with other SU officers about rent campaigns LGBTQ+ History Month: successful events, such as panels, run throughout the month, in addition to some brilliant events run by clubs and societies Women's+ History Month: work ongoing; panels and Q&A events upcoming (keep an eye on social media and the website!) Supported Women's+ Officer and Bloody Good UEA Society in setting up a Menstruation Station in the Library to tackle period poverty
Meetings	Attended: Postgraduate Committee (x2); Student Officer Committee; SU Anti-racism Working Group; full-time officer meetings with the VC; Senate; Student Experience Committee; Learning and Teaching Committee; Equality, Diversity, and Inclusion Committee; Inclusive Education Committee; VC's Taskforce on Tackling Racism; Changing the Culture; Islamic prayer facilities operational update meeting; Jewish Society meeting with the VC; Project 17 (subcommittee of VC's Taskforce on Mental Health and Wellbeing)

	Chaired: Management Committee, fortnightly
AOB	<ul style="list-style-type: none"> • Meetings with Accommodation and Commercial Services about rent-setting for 21/22 • Working towards a Memorandum of Understanding with Accommodation • VC's Taskforce on Mental Health and Wellbeing evaluation ongoing • LGBTQ+ Awareness Training • Published a statement on anti-racism • Published a statement on the safety of women, nonbinary people, and gender nonconforming people, and continue to work on relevant support and campaigns following recent national events and media coverage • For any questions or comments, email me at em.anderson@uea.ac.uk

Callum Perry: Undergraduate Education Officer

Item	Update
Manifesto Priorities	<ul style="list-style-type: none"> • A more effective process of gaining student feedback and voice in Education. • Celebrating the success of student reps and increasing their profile. • All students feel like they are part of a community and identify themselves as a student in their learning. • Making feedback more agile. • Looking at issues in assessment. <p>Contact details – callum.perry@uea.ac.uk</p>
Campaigns	<ul style="list-style-type: none"> • Safety Net and No Detriment Policy Secured. • Hosted a Facebook Live on No Detriment policy with University. • Lobbied for wavering of reassessment fees. • Wrote to the CMA on quality issues in teaching and learning. • Dissertation Café's organised for March and April. • Running focus groups for widening participation students and the impact on COVID-19 for Office for Students. • Successfully approved Content Advisory Guidance for triggering content at SEC and final approval going to LTC. • Written to University on Pronoun Name Displays with Education Committee. • Writing statement with Education Committee on our desired actions for ensuring quality teaching and learning at UEA. • Launching Ecosia web browser at University IT level in the next few weeks. • Finishing work on the Student Partnership Agreement and Academic Integrity for students. • Helped to appoint the new Director of Academic Services. • Reviewed Student Protection Plan. • Attended a conference of HE and COVID-19 • Working with PTOs on Inclusivity Campaign to promote inclusive practice in the curriculum. • Creating course rep thanks communications. • EDU HUB launched.
Meetings	<ul style="list-style-type: none"> • Consultation work completed for course review. • Met with Office for Students on TEF framework. • Met with Quality Assurance Agency on student experience in HE, Augar Review, NSS Review and education for sustainable development. • Introduced 30 Aurora Student Champions and launched the Aurora Ambassadors Scheme. • Planning Aurora Student Conference for 30th March 2021. – Interested? Drop me an email. • Continue to roll out Faculty Student Forums and planning for retaining them next academic year. <p>Planning Handover with the newly elected UG Education Officer.</p>
Policy and meetings	<ul style="list-style-type: none"> • Meet every week with Deputy VC and academic directors to talk about issues with online learning, timetabling and safety next, with your questions.

	<ul style="list-style-type: none"> • Regular meetings with our Education Committee to push work around quality of teaching and learning. • Meetings around student technology and laptop loaning. • Meeting with Library around e-text availability and teaching spaces availability. <p>Along with all the regular meetings around inclusivity in the curriculum, covid-19 updates and teaching and learning in general</p>
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Hamish Williams: Campaigns and Democracy Officer

Item	Update
Manifesto Priorities	<ol style="list-style-type: none"> 1. <i>Democracy Review</i> 2. <i>Graduation Forum</i> 3. <i>Keep SU Policies in UEA Outlets</i>
Meetings	<ol style="list-style-type: none"> 1. <i>Clive Lewis/Officer Meeting</i> 2. <i>University Council</i> 3. <i>Senior Officer Remuneration Committee</i> 4. <i>Trustee Board</i> 5. <i>Management Committee x3</i>
AOB	

Ayane Hida: Postgraduate Education Officer

Item	Update
Manifesto Priorities	<p>More opportunities/supports for PGs</p> <ul style="list-style-type: none"> - PG events before/after lockdown both online and in person (ongoing) - UEA Sports have agreed to make more efforts on PG sports engagement (ongoing) - PGR writing retreats with LTS (ongoing) - Funding allocation – PGR/International students - PG engagement in the election 2021-22 - Supporting academic complaints <p>International students</p> <ul style="list-style-type: none"> - Pressuring university to consider international students - Writing a letter to VC specifically about international students' concerns <p>Anti-discrimination</p> <ul style="list-style-type: none"> - Engaging/promoting the internal/external workshops
Meetings	<p>PGR Writing Retreats with LTS/Student Forum/Virtual Speed Friending/HUM AT Working Group/Meeting with VC/BBC radio interview re Disability with Laura/PGR Orientation for Feb starters/Postgraduate Committee/Meeting with UCU re EDI/Student Experience Committee/PG & Mature students Virtual Pub Quiz/Student united against fees campaign with the other officers from the other SU/EDI training by NUS/LGBT+ History Month events/Meeting with Clive Lewis/HUM Student Experience Group/Meeting with Alastair and Vivien (Doctoral College)/International Student Experience Meeting/Meeting with STS re Hardship Funding/FLTQC/Project 17/MSc OT & PT induction/Appointment & HR Committee/Student Protection Plan meeting with LTS/Meeting with UEA Sports for PG & Mature students/Go Global meeting/PG DEV SSLC/Aurora Student Council/Senate/Education Committee/LGBT+ Awareness Training/Meeting with UEA Academic team/SCI PGR Committee/PG ENV SSLC/SCI GS Exec/Course rep academy (Anti-Racism)</p>

	Training)/PGR BAME Working Group/PGR Space Working Group (PGR)/Meeting with UEA re OfS and OIA/Student Officer Committee/Meeting with Aurora Student Councillors from Iceland and Netherland re support for international students/Meeting Associate Deans for HUM and SCI/GSSF Rep Training (PGR)/Research Student Forum (FMH)/Learning Teaching Committee/Employability Exec/PG NBS SSLC/PG Assembly/Trustee Board/Meeting with UCU re SSR/Workshop for international students by Jumara from LTS/HUM PGR GSSF
AOB	Election/Stuart Lawrence Talk/BAME Staff Network/SU Bingo with Drag Queen Charlie Hides/Talk Borders – Dr. Kathryn Medien & Dr. Kavita Ramakrishnan in conversation with PhD Candidate Moe Suzuki Regular catch ups with PGTs and PGRs to see what they are feeling and issues in their course For further detail, contact me at: a.hida@uea.ac.uk

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

To Approve

SOCIETY NAME	BIT ABOUT	COUNCIL VERDICT

The below society is to be considered separately – outside of the block approvals due to the turbulent political nature of the area. Society Executive committee thought it would be best to consider this society separately.

SOCIETY NAME	BIT ABOUT	COUNCIL VERDICT

Section 7: Policy Papers

To Approve

(This section covers motions that councillors have sent in for debate. For more information on what a motion is, or how to write one, click here: <https://www.uea.su/democracy/unioncouncil/>
<https://www.uea.su/democracy/unionpolicy>

The Need for a Strategic Plan
Proposer: Tyler Bell (Non-Portfolio Officer) Seconder: Adrian Ashby (Mature Students Officer)
Summary: To (re)introduce a statutory requirement for the Union to produce a Strategic Plan annually on how it plans to fulfil its charitable objectives.
Council Notes
<ol style="list-style-type: none"> For many years, the Union did not have a Strategic Plan – any vision as to how it planned to fulfil its charitable aims and objectives. To remedy this neglect, Union Council passed an amendment to the Bye-Laws to make it a statutory requirement that the Union’s management produce a Strategic Plan to be updated annually and approved by Union Council and agreed by the Trustee Board.

3. In the last major revision of the Bye-Laws, the relevant Bye-Law was deleted. The revision comprised a whole raft of changes. In the debate on the wholesale changes, there was no mention of the abolition of the requirement to have a Strategic Plan and the matter was not debated before the changes were passed.
4. The minutes of the Trustee Board reveal that the Board accepted that, first Brexit and later the pandemic made it, in the Board's view, impractical to have an articulated long term vision and adopted a detailed departmental 'to do list' as a yearly plan. There has been no strategic vision submitted to the Board since the abolition of the Strategic Plan Bye-Law.

Council Believes

1. For a students' union not to have a coherent plan made available to its members is unwise and undemocratic.
2. A students' union that cannot come up with a dynamic vision and a plan for how to fulfil it, is an organisation that is adrift and merely eking out its existence from day to day.

Council Resolves

1. To mandate the Chair of the Trustees to relate Union Council's concerns as to the lack of a strategic plan to the members of the Board.
2. To mandate the Chair of Trustees to work with the proposer of this resolution to draft a proposed Amendment to the Bye Laws to make submission of a strategic plan to Union Council a statutory requirement; the proposed Amendment to be brought to the next meeting of Union Council for consideration.

Section 8: A.O.B

To Consider

6.a Reports from University & Students' Union Committees

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

Date, time and place of next meeting: