

Date:

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 <ul style="list-style-type: none"> 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	15 Mins
UC07	Policy Papers	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	Moving forward with Live streaming fixtures - identified a company who specialises in this and had a meeting with them and UEA Sport recently. Flexible payment options for Sportspark agreed and will be implemented for Sept 2021
Meetings	Student experience committee Student Sport and Physical Activity Committee (SSPAC) Estates Committee University Finance Committee University Council Welcome implementation planning group Do Something Different Implementation group BUCS East Midlands conferences and BUCS Hot Topic sessions
AOB	Working with Illusion and UEA TV on club and soc chat show - What you saying, UEA? Go Global planned for week of 17th May PG Sports programme has re-started with PG Runners starting again. Programme will commence when indoor sports can return STARs planning for 6th May

Em Anderson: Welfare, Community, and Diversity Officer

Item	Update
Manifesto Priorities	<ul style="list-style-type: none"> Continuing to work with SSS on developing consent workshops; please get in touch if you and your club or society would be interested in attending these workshops, which will soon be ready for a trial run Working with students, SU colleagues, and UEA to coordinate and develop ongoing work on tackling sexual harassment, and to develop new campaigns and projects in this area where there are gaps Continuing to work with PTOs and University on the first annual review of the Sustainable Food Policy
Campaigns	Women's+ History Month: organised a Pleasure workshop in April as a follow-up from this month
Meetings	<ul style="list-style-type: none"> Attended: VC Mental Health Taskforce Project Group; Student Officer Committee; SU Anti-racism Working Group; Student Experience Committee; Inclusive Education Committee; Changing the Culture <p>Chaired: Management Committee, fortnightly</p>
AOB	<ul style="list-style-type: none"> Filming for STARs

- 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 April with LET. • Content Advisory Notices Rep Briefing on 26th April. • Pronouns Short, Medium- and Long-Term actions completed. • Launched Ecosia web browser at University IT level in the next few weeks. • Finished work on the Student Partnership Agreement and Academic Integrity for students. (Publishing next month.) • Working with PTOs on reviewing reasonable and feedback adjustments. • TEAs Planning. • EDU HUB launched. • Statements from ed committee on anonymous marking published, quality of evaluation on teaching drafted. • APP student submission review submitted. • Working with the Library to create new study spaces videos. • Planning VC Q&A on teaching and learning next year. • Preparing Academic Health Campaign when students start returning. • Wrote a Blog for WonkHE on Student Representation https://wonkhe.com/blogs-sus/having-a-student-rep-in-the-room-isnt-enough/ • Secured funding for a student support fund, run by Education Committee (coming soon).
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. • Delivered Aurora Student Conference for 30th March 2021. – 175 registered. • Written a review and next steps paper for Faculty Forums. • Planning Handover with the newly elected UG Education Officer. • Digital Ambassador proposals LIVE <p>Inclusive Education Forum Planning</p>
AOB	<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. • 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. • Along with all the regular meetings around inclusivity in the curriculum, covid-19 updates and teaching and learning in general. <p>Notifications process and OIA group complaints</p>

Hamish Williams: Campaigns and Democracy Officer

Item	Update
Manifesto Priorities	<p>1. <u>Democracy Review</u></p> <p>We've all made some good headway with implementing the Democracy Review and</p>

	<p>I have a couple of meetings with other sabbatical officers organised so I can pick their brains and discuss how they and their students find their current systems.</p> <p>2. <u>"It's Time to Legalise Cannabis:" Students, COVID and Drug Use:</u></p> <p>In 2016, Motion 1935 was passed through Union Council titled "It's Time to Legalise Cannabis." This motion called on the Student Union and University to drastically reconsider their current approach to student drug use. Among other things, this included:</p> <ul style="list-style-type: none"> A. Campaigning for the legalisation of personal cannabis use B. Mandating the Campaigns & Democracy Officer to explore possible affiliation to national campaign groups. C. To create a uea(su) campaign group on drug reform. D. To lobby the University to publicly state it's view on drug law reform. <p>Since then, this policy itself has since been renewed at Council on at least one occasion. Therefore, as your Campaigns & Democracy Officer I really wanted to revisit this policy to see how we might ensure that it is properly acted upon, particularly in the post-Covid world and following the impact of 12 months of lockdown upon students' habits, emphasising harm reduction not criminalisation. In the meantime, I have chaired a meeting at the SU in which we discussed how we might best move this forward. How best might we help UEA students? This is a conversation which I'm hoping will translate into some further actions soon.</p> <p>1. <u>Rent Meetings with other UK Officers</u></p> <p>We continue to meet with other Sabbs across the UK to catch up and coordinate how we support students with rent concerns in light of past year.</p>
Meetings	<p>Senior Officer Remuneration Committee 20/04 Management Committee 20/04 Student Experience Committee 21/04 Student Officer Committee 22/04 Provost Interviews 23/04 Assistant Director of Venues Interviews 26/04 HUM Student Experience Group 27/04 STARS Shortlisting and Filming</p>
AOB	

Ayane Hida: Postgraduate Education Officer

Item	Update
Manifesto Priorities	<p>More opportunities/supports for PGs</p> <ul style="list-style-type: none"> - PG Runner started from 13 April and will continue every Tuesday at 5:30pm - PGR writing retreats with LTS (ongoing) - Supporting academic complaints <p>International students</p> <ul style="list-style-type: none"> - Pressuring university to consider international students - Have received a letter from VC replying my letter to him about international students' concerns back in January <p>Anti-discrimination</p>

	- Engaging/promoting the internal/external workshops
Meetings	Aurora Student Council/Postgraduate Committee/PGR Writing Retreats with LTS/NUS Online Conference/Filming for international students with Studios/TEAs filming/PG Sports working group/Meeting with a student re AT/Meeting with VC/BAME Staff Network/Stress workshop for international students/Meeting with Alastair/Education Committee/AHRC/Management Committee/Student Experience Committee/Non Academic Complaint Panel/Student Officer Committee/Anti-Racism Working Group/Doctoral Training and Employability Group/HUM PGR Space Working Group/DEV PGT SSLC/HUM Student Experience Group
AOB	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
Girls Night	<ul style="list-style-type: none"> - Provide an all-inclusive group where girls can confide in other girls and build friendships. - Help girls who are less confident to feel included and become a part of a large group of girls all with the same interest of making friends. - Create weekly social events. - Provide group chats and forums where girls can interact with each other. - Enhance mental health and overall university experience of individuals. 	Approve
Emergency Medicine	<p>This is a society that we want to create for medical students who are interested or want to develop a better knowledge in the field of emergency medicine. Whether they are a first year or a final year preparing to be an FY1, we plan on hosting in-person events and quizzes on social media throughout the year which will equip students across all years with skills, confidence and experience to engage in critical care situations through the exploration of all aspects of emergency medicine in hospital. This will aim to create a better support network for us to get through written and OSCE exams, placements as well as</p>	Approve

	preparing us further to become competent Junior doctors.	
Business Information System	As members of the Business Information Systems degree, we are fascinated by computers and their role within businesses today. But while we are in the CMP school, the Computer Science society is not a great fit because of its programming-heavy approach we generally tend to steer away from (but programmers are also welcome to this society with an interest in information systems), on the contrary, the Business society deals little with Computer Science. Therefore, what we would like to do is to create a society that embraces aspects of both Computer Science and Business, in order to build a community that bridges the gap between the two schools	Approve
Biochemistry society	Biochemistry Society will become a hub for its members; a hub to form community, a hub to meet friends, a hub to amplify voices between the two areas of science. A place where everyone is welcome, and anyone can both relax and enjoy their university experience away from their studies, but also develop their academic knowledge and transferable skills. For those who only have an interest in the subject will find benefit from becoming a member, from the opportunity to expand their learning to finding others who they can learn with	Approve
Physician's Associates	<ul style="list-style-type: none"> - Represent the growing number of physician associates at UEA - Connect the first- and second-year students through a variety of social events - Educate, support and offer networking opportunities for PA students throughout their time at UEA 	Approve

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>

<p>The Need for a Strategic Plan</p> <p>Proposer: Tyler Bell (Non-Portfolio Officer) Seconder: Adrian Ashby (Mature Students Officer)</p> <p>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.</p> <p>Council Notes</p> <ol style="list-style-type: none"> 1. 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. 2. 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. <p>Council Believes</p> <ol style="list-style-type: none"> 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. <p>Council Resolves</p> <ol style="list-style-type: none"> 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.

Amendment to byelaw 4: - introduction of a disability officer (open place) PTO for 2021-22 and mandate for review

Proposer: Laura Taylor (Invisible Disabilities Co-Officer)

Seconder: Patrycja Poplawska (Cultural Societies Representative on Societies Executive)

Summary:

Disability, defined by the Equality Act 2010, is “a physical or mental impairment that has a ‘substantial’ and ‘long-term’ negative effect on your ability to do normal daily activities”. This is the definition used within UEA and uea(su) for the purposes of identification, support and access to reasonable adjustments. Disability is defined as a protected characteristic under this definition. Current disability representation within uea(su) democratic structures does not provide adequate space for the representation of all disabled students. The use of ‘physical’ and ‘invisible’ labels within existing roles is exclusionary in nature by not allowing representation of students who do not identify with either of these labels. Furthermore, the term ‘invisible disability’ is contentious. The nature of uea(su) at present does not provide adequate spaces for disability representation outside of the Student Officer Committee, which can be inaccessible to disabled students. The academic year 2021-22 is set to be a particularly important year for disabled student representation at UEA, with the ongoing reasonable adjustments review set to make long-term change to provision for disabled students alongside the ongoing impact of COVID-19. Therefore, this motion proposes the adoption of the PTO role disabilities officer (open place) for 2021-22 to ensure there is adequate representation in the short-term, and a mandate for review and restructure of disability representation for 2022-23 within the adoption of our new democratic structure.

Council Notes

1. In the recent history of uea(su), it has been rare than both disabilities officer places have been elected in the first election cycle, and in some years only one of ‘physical’ and ‘invisible’ has been filled.
2. Currently, the role of disabilities officer (physical disabilities place) is unfilled for 2021-22.
3. The disabled students’ liberation society has been inactive for a number of years (alongside most SOC sub-committees). This society was previously responsible for a large number of motions for disability liberation.
4. The reasonable adjustments review will be underway for the duration of 2021-22 (it began in February 2021 and will run until the end of next academic year). This review will act to make long-term change to the process and structure of reasonable adjustments for disabled students. The Undergraduate Education Officer and PTOs have begun to form student representation in this group and understand the importance of inclusive and effective student representation in this review.
5. Disabled students have been adversely affected by the pandemic disproportionately to other student groups, and representation of the needs of this group will be of high importance in the transition out of COVID-19 restrictions.
6. We acknowledge that many students who meet the Equality Act 2010 definition may not identify with the term ‘disability’. While this is an important discussion to be had, at present it is the most relevant label under which student representatives discuss the needs of students who need to access reasonable adjustment and support.

Council Believes

1. The use of only ‘physical’ and ‘invisible’ labels in Student Officer Committee positions for disability is exclusionary by not providing adequate representation for students who do not identify

with these two labels, which may include, but is not limited to, neurodiverse students and those with a mental illness classed as a disability under the Equality Act 2010.

2. The term 'invisible disability' is contested for reasons such as its vague nature, and the ways in which non-disabled people choose to use it.

3. The effective representation of disabled students is of great importance in the academic year 2021-22 due to

a) the ongoing reasonable adjustments review for which disabilities officers are involved in providing representation. It is important that the voices represented here are inclusive of all disabilities and that there are sufficient union members able to provide student voice.

b) the current and on-going situation of COVID-19, during which disabled students have been disproportionately affected and the potential for changing restrictions and return to more 'normal' life to impact disabled students

4. The lack an active disabled students liberation sub-committee has adversely affected the ability of disabled students to advocate for liberation and improvements.

5. The lack of recruitment into disabilities officer roles in the Student Officer Committee is not due to a lack of interest from disabled students. The roles can be inaccessible for disabled students who may face more limitation to time and energy than non-disabled students, making it more difficult to balance voluntary positions with a degree and often paid work.

6. The addition of this role for bye-election ahead of 2021-22 will increase the chance of the Student Officer Committee achieving sufficient representation for disabled students ahead of this important year. While it is not certain that all three roles will be filled, this will increase the likelihood of there being at least two elected representatives and will provide space for people excluded by the existing labels. This will allow for a more comprehensive discussion of how disabled students are represented as we move into 2022-23.

Council Resolves

1. To amend byelaw 4 to introduce the role of disabilities officer (open place).
2. To amend the role descriptions of all disabilities officer positions to update the number of officers from two to three.
3. To amend byelaw 4 to renumber subsequent PTO roles after addition of the new position, which will become 4.19.
4. To mandate uea(su) to hold an election for this role prior to the start of the 2021-22 academic year.
5. To mandate the Campaigns and Democracy Officer to evaluate disability representation throughout union structure to ensure there is representation throughout the democratic structure, and to evaluate the use of 'physical' and 'invisible' labels and viable alternatives.
6. To mandate the Campaigns and Democracy Officer and/or incoming disabilities officer to bring a motion to Union Council prior to the 2021-22 election season with proposed changes to structure of the roles and terminology used.

Section 8: A.O.B

To Consider

6.a Reports from University & Students' Union Committees

None

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: tbc